

Ref. No. Estt/PR/C-131/Leave/3853

Dated : 26th October. 2012.

M E M O R A N D U M

Smt. Sarbani Chattopadhyay, who retired from the services of the Board's Head Office, Kolkata as Executive Assistant, with effect from the afternoon of 30-09-2012, is hereby allowed to be paid cash equivalent of leave salary in respect of (the total of Earned leave and Half Pay leave at her credit not exceeding 300 days) Earned Leave for 248 days (two hundred forty eight days) and Half Pay Leave for 52 days (fifty two days) at her credit on the date of her retirement in terms of O.M. No.14028/3/2008-Estt.(L), dated 25.9.08 Govt. of India, Ministry of Personnel, Public Grievances & Pensions [Department of Personnel & Training].

Sd/-
(B.K. Biswas)
Assistant Secretary.

Distribution:

1. Smt. Sarbani Chattopadhyay,
121 A, Swin Hoe Lane,
P.O. : Kasba,
Kolkata – 700 042.
2. F.A. & C.A.O.,
3. Sr. Accounts Officer
4. In-charge, Pay Section, Finance Branch.
5. P.A. to Dy. Chairman.
5. T.B.E.A./T.B.W.A.
6. System Analyst - For uploading in the Board's Website
7. Guard File
8. Establishment Branch (with spare copies).