



TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated : 16.07.2013

OFFICE MEMORANDUM NO: 152/2013

The undersigned is directed to state that the competent authority has been pleased to accord approval towards payment of CASH HANDLING ALLOWANCE in favour of the following staff members attached to the Board's different Regional Offices, at the rates and for the periods as mentioned against each, in terms of the Office Memorandum No. 1(2)/2011-E.II (B) dated 24.03.2011 issued by the Ministry of Finance, Department of Expenditure, Govt. of India read with the Office Memorandum No. 4/6/2008-Estt.(Pay-II) dated 01.10.2008 issued by the Ministry of Personnel Public Grievances & Pensions, Department of Personnel & Training, Govt. of India :-

Sl. No.	Name, designation and attached to.	Amount of C.H.A (in Rs./per month)	Period of validity
1	Smt. C.K. Premalatha, U.D. Clerk, Tea Board, Kochi.	500/-	08.10.2010 to 07.10.2011
2	Smt. C.K. Premalatha, U.D. Clerk, Tea Board, Kochi.	375/-	08.10.2011 to 07.10.2012
3	Smt. Kavita Kumari, Typist Clerk, Tea Board, Palampur.	375/-	20.07.2012 to 19.07.2013
4	Smt. Dhanalakshmi V., Typist Clerk, Tea Board, Coonoor.	625/-	30.11.2012 to 29.11.2013
5.	Shri Sumit Dutta, Typist Clerk, Tea Board, Silchar.	375/-	26.02.2013 to 25.02.2014

Drawal of such Cash Handling Allowance by the staff members beyond the validity period will be reviewed, if they continue to handle cash of the concerned offices of the Board and also renew their Fidelity Guarantee Bonds.

(B.K. Biswas)
Assistant Secretary

Distribution :-

1	All staff members as listed above.
2	Executive Director, Coonoor.
3	Executive Director North-East.
4	F.A & C.A.O.
5	DDTD, Palampur
6	J.C.L., Kochi.
7	ADTD, Silchar
8	Dy. Director (Hindi)
9	Accounts Officer (Pay)
10.	System Analyst With the request to upload in the Board's website.
11.	In-charge of Pay Section, Kolkata.
12.	P. As to Chairman/Dy.Chairman/Secretary
13.	Secretariat Branch
14.	T.B.E.A/T.B.W.A.
15.	Estt. Branch ---- with spare copies.

Ref. File No. 5(9)/Estt/86/Part-II

(Hindi version follows)