



Tea Board
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated. 25 September 2017

OFFICE MEMORANDUM NO. 106 / 2017

The Undersigned is directed to state that Mrs. Dipika Bose attached to Finance branch, who was staying in Staff Quarter of Tea Board's Residential Quarter, Salt Lake, has vacated the Quarter with effect from 19th September, 2017.

Accordingly Mrs. Bose is allowed to draw HRA from the date of vacating the Quarter. Simultaneously the deduction of Licence Fee from her monthly salary has to be reckoned from the date of vacating the staff quarter w.e.f. 19.09.2017.

P. K. Dash
25.9.17

(P K Dash)
Assistant Secretary

Distribution

1. Official Listed above
2. Sr. Accounts Officer – for taking further necessary action please
3. Accounts Officer, Pay Section
4. Secretary to Dy. Chairman
5. Sr. Secretarial Assistant attached to DTD
6. IT Cell With the request to upload in the Board's Website.
7. Secretariat Branch
8. T.B.E.A / T.B.W.A.
9. Establishment Branch - with spare copies