

TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001


Dated: 04 /09/2015

OFFICE MEMORANDUM NO: 111 /2015

The undersigned is directed to say that Shri Dilip Kr. Kundu (K-110), Sr. Assistant attached to Licensing Branch, Head Office, Kolkata in the Pay Band – 1 (Rs.5200 - 20000/-) plus Grade Pay of Rs.2,800/- (under MACPS) is hereby promoted to the post of officiating Assistant Accounts Officer in the Pay Band-2 (Rs.9300 – 34800/-) plus Grade pay of Rs.4,200/- along with other admissible allowances with posting in Tea Board Employees' Canteen of Head Office to look after Accounts-cum-Manager work of Canteen with effect from the date of assumption of higher charge by him.

Shri Kundu will be on probation for a period of 02(two) years from the date of his joining in the post of officiating Assistant Accounts Officer in Canteen and he will have to pass a departmental examination within 06(six) months from the date of his promotion.

A separate order fixing the pay of Shri Kundu on promotion as officiating Assistant Accounts Officer in the Pay Band-2 (i.e. Rs.9300 – 34800/-) plus Grade pay of Rs.4,200/- will be issued in due course.


(B. K. Biswas)

Assistant Secretary

Distribution

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| 1. Shri Dilip Kumar Kundu (K-110),
Sr. Assistant,
<u>Licensing Branch.</u> | Shri Kundu is hereby advised to report to Section Officer(Estt.) to take over the charge of Canteen. |
| 2. Controller of Licensing | With the request to release Shri Kundu under intimation to the Establishment Branch. |
| 3. Section Officer (Estt.) | With the request to intimate the date of assumption of higher charge by Shri Kundu to the undersigned at the earliest. |
| 4. F.A. & C. A. O. | |
| 5. Sr. Accounts Officer | |
| 6. Accounts Officer (Pay) | |
| 7. System Analyst----- | With the request to upload in the Board's Website. |
| 8. P. As. to Chairman, Dy. Chairman & Secretary | |
| 9. Secretariat Branch | |
| ✓10. Secretary, Tea Board Employees' Canteen Committee – for information | |
| 11. T.B.E.A./T.B.W.A. | |
| 12. Establishment Branch ----- | With spare copies |

Ref. File No. 11(10)/Estt./2014

(Hindi version follows)