



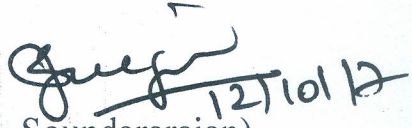
TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001

Dated: 12 /10/2017

OFFICE MEMORANDUM NO: 111/2017

The undersigned is directed to state that it has been decided by the competent authority to stop hiring of car through agencies with immediate effect. Henceforth, for all official work, App. Taxi may be used with prior approval of Secretary, fare of which will be reimbursed. In absence of App. Taxi, regular taxi may be used. However, reimbursement shall be subject to production of receipt.


(S. Soundararajan)
Secretary

Distribution:

1. Estate Officer (I/C)	For information
2. All officers of the Board in Head Office	For information
3. Secretary to Dy. Chairman	
4. Sr. Secretarial Assistant attached to Secretary (I/C)	
5. Secretariat Branch	
✓ 6. IT Cell	With request to upload in the Board's Website
7. TBOA/TBEA/TBWA	
8. Establishment Branch (with spare copies)	

Ref. File No.:1(7)/2016/SO