

**TEA BOARD**  
**14, Biplabi Trailokya Maharaj Sarani**  
**Kolkata - 700 001**

Dated: **04.01.2013**

**OFFICE MEMORANDUM NO : 11/2013**

The undersigned is directed to say that Shri Samir Chakraborty (A/C No. C-122), lately designated as Special Grade Stenographer attached to the Licensing Branch of the Board's Head Office, Kolkata and working in the revised pay structure i.e. the Pay Band-2 Rs. 9,300-34,800/- plus Grade Pay of Rs. 4200/- (now placed in the Grade Pay of Rs. 4,600/- by dint of financial upgradation under MACP Scheme) is hereby promoted to the post of officiating Stenographer Grade-I in the same Pay Band with Grade Pay of Rs. 4,600/- plus usual allowances with posting in the Deputy Chairman's Personal Section of the Board's Head Office, Kolkata from the date of assumption of higher charge by him to the promotional post vice Smt. Sarbani Chatterjee, since retired.

Shri Chakraborty will be on probation for a period of one year from the date of assuming higher charge by him as Stenographer Grade-I.

Since his pay has already been fixed in revised pay structure of Rs. 9,300-34,800/- with Grade Pay of Rs. 4,600/-, he will not derive any fixation benefit out of his promotion to the said post.

Sd/-

(B.K. Biswas)

Assistant Secretary

**Distribution:**

1.	Shri Samir Chakraborty (C-122), Special Grade Stenographer, Licensing Branch, Tea Board, Kolkata.	He is hereby advised to assume the charge as early as possible.
2.	Controller of Licensing	With the request to release Shri Samir Chakraborty at the earliest under intimation to the Estt. Branch.
3.	Secretary	With the request to intimate the date of joining of Shri Samir Chakraborty in the Dy. Chairman's Personal Section to the Estt. Branch as early as possible.
4.	Executive Director, Coonoor	
5.	Executive Director North-East.	
6.	Dy. Director (Hindi)	
7.	All Heads of the Department in Head Office, Kolkata (excepting Chairman/Dy. Chairman/Secretary)	
8.	P.As to Chairman/Dy.Chairman/Secretary	
9.	System Analyst	With the request to upload in the Board's website.
10.	Liaison Officer for SC/ST	
11.	Secretariat Branch	
12.	T.B.E.A./T.B.W.A	
13.	Guard File of Estt. Branch	
14.	Establishment Branch ( with spare copies)	

Ref. File No. 11(6)/Estt/86/Part-II

(Hindi version follows)