



TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata-700001

Dated: 12.12.2018

OFFICE MEMORANDUM NO. 130 / 2018

Sub: Holidays to be observed by Board's Offices, Coonoor, Kotagiri, Kundah, Gudalur, Chennai, Tirumala and other offices located in Tamilnadu during the year 2019.

It has been decided that the holidays, as specified in the list on overleaf, will be observed in Board's offices, Coonoor, Kotagiri, Kundah, Gudalur, Chennai, Tirumala and other regional/sub-regional offices located in Tamilnadu during the year 2019.

In addition to the holidays detailed in the list on overleaf, each officers/officials may be permitted to avail any two of the Restricted Holidays listed on overleaf separately.

P.K. Dash
12-12-18
(P.K. Dash)

Assistant Secretary (I/c)

Distribution:

1.	All members of the Board	
2.	All HoDs in Board's Head Office, Kolkata (excepting Dy. Chairman, FA & CAO and Secretary)	
3.	Executive Director, Coonoor	With the request to circulate amongst all officials/officers working under him.
4.	All Zonal, Regional & Sub-Regional offices of the Board	
5.	Dy. Director (Hindi)	
6.	Secretary to Dy. Chairman, P.A.s to F.A.&C.A.O and Secretary	
7.	Estate Officer	For displaying on Notice Board
8.	IT Cell	For uploading in Board's website
9.	Secretariat Branch	
10.	TBEA/ TBWA/ TBOA	
11.	Establishment Branch (with spare copies)	

Ref. File No. 9(1)/Estt/2016/Part-I

