

TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001

Dated: 29/12/2016

OFFICE MEMORANDUM NO: 134/2016

The undersigned is directed to say that Smt. Sangeeta Kumari (Account No. K-173) has been appointed as Multi Tasking Staff (MTS) in Board's Regional Office, New Delhi on compassionate ground with effect from the forenoon of 28th November, 2016 on a pay of Rs.7000/- per month in the Pay Band of Rs.5200-20200/-(PB-1) with the Grade Pay of Rs.1800/- plus usual allowances as admissible to the employees of the Board of corresponding grade stationed at New Delhi.

In the exigencies of the Board's work, Smt. Kumari may be required to serve in any part of India and in any post of equivalent grade without reduction in the corresponding Pay Band and Grade Pay.

The appointment is temporary but likely to continue for some time and the appointment may be terminated at any time by either party by giving a month's notice in writing to the other.

The appointment of Smt. Sangeeta Kumari is also provisional pending receipt of the satisfactory Verification Report from the concerned VR issuing authority with the stipulation that in case her VR contains anything adverse or unfavourable, her service shall be terminated at any time without any compensation. The said condition is in conformity with the undertaking submitted by Smt. Kumari at the time of her joining the post.

As per documents submitted by Smt. Kumari, her date of birth is 1st May, 1975 and she is belonging to OBC category.

Smt. Kumari will be on probation for a period of one year from the date of joining the post.



(S. Banerjee)

Assistant Secretary (In-charge)

I accept the appointment on the terms
and conditions mentioned above.

Signature of Smt. Sangeeta Kumari

Distribution

1. Smt. Sangeeta Kumari (K-173)
Multi Tasking Staff (MTS),
Regional Office, New Delhi
2. Spl. Officer for N.W.I.
3. F.A. & C.A.O.
4. Accounts Officers (Budget & Pay)
5. Secretariat Branch
6. P.S. to Chairman cum Dy. Chairman & P.A. to Secretary
7. TBEA/TBWA
8. Dy. Director (Hindi)
9. Establishment Branch (with spare copies)

(3 copies) With the advice to return one copy to the Accounts Officer (Pay) and the other to the Asstt. Secretary duly signed. In future she should indicate her account number in all correspondence.

Ref. file No.Estt(PR)/K-173