



**TEA BOARD**  
**14, B. T. M. Sarani**  
**(Brabourne Road)**  
**Kolkata – 700001**

Dated : 07.02.2017

**OFFICE MEMORANDUM NO.25/2017**

**Sub : Holidays to be observed by the Tea Board's offices**  
**at Kochi & Peermade during the year 2017**

It has been decided that the holidays specified in the list overleaf will be observed in the Board's offices at Kochi & Peermade during the year 2017.

In addition to the holidays detailed in the list overleaf, each officer/employee may be permitted to avail himself/herself of any two holidays to be chosen by him/her from the list of Restricted Holidays also given overleaf.

  
( Subrata Banerjee )  
Assistant Secretary(I/C)

**Distribution:**

1. All the Departmental Heads in Head Office, Kolkata  
( except Chairman, Dy. Chairman & Secretary ) .
2. J.C.L., Kochi ... .. (With the request to circulate it amongst the concerned officials working under him).
3. Executive Directors, (N.E.) / Coonoor
4. All Officers-in-charge of Zonal/Regional offices of the Board
5. F.A.& C.A.O
6. Dy. Director (Hindi).
7. Secretary to Chairman / Sr. Assistant to Secretary.
8. Estate Officer. .... For display on NOTICE BOARD.
9. System Analyst..... For uploading in the Board's Website.
10. Secretariat Branch
11. TBOA/TBEA / TBWA
12. Establishment Branch ( with spare copies ) .

