



Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated : 23.04.2019

OFFICE MEMORANDUM NO. 29/2019

The undersigned is directed to state that in exigencies of the Board's work and on administrative ground, Shri Sandipan Mahanty, Jr. Secretarial Assistant attached to DTD's Personal Section, Head Office is hereby transferred to Promotion Directorate, Head Office in his existing capacity and basic pay with immediate effect.

Dr. Rishikesh Rai
(Dr. Rishikesh Rai)
Secretary (I/C)

Distribution :-

1.	Shri Sandipan Mahanty, JSA, Tea Board, Head Office, Kolkata	With the request to join in the Promotion Directorate under DDTP (JB) immediately.
2.	DTD	With the request to release Shri Sandipan Mahanty, JSA immediately to enable him to join in the Promotion Directorate.
3.	DDTP (JB)	With the request to intimate the date of joining of Shri Sandipan Mahanty, JSA to Establishment Branch as early as possible.
4.	FA&CAO	
5.	Sr. Accounts Officer	
6.	I.T. Cell	With the request to upload in the Board's website.
7.	Secretary to Dy. Chairman/Secretary	
8.	Secretariat Branch	
9.	TBEA/TBWA	
10.	Estt. Branch	With spare copies.

Ref. File No. 2(1)/Estt/2015/Part-II