



TEA BOARD  
14, Biplabi Trailokya Maharaj Sarani  
Kolkata-700001

Dated: 11.05.2018

OFFICE MEMORANDUM NO. 55/2018

In partial modification of the Office Memorandum No. 40/2018 dated 03.05.2018, the undersigned is directed to state that in exigencies of Board's work and on administrative grounds, the place of posting in respect of Smt. Rupali Saraswati, Assistant on transfer from Board's Regional Office, Kotagiri is being changed as Quality Control Laboratory, Tea Park, Siliguri, instead of Board's Regional Office, Siliguri as mentioned in the Office Memorandum under reference.

However, the other terms and conditions of such transfer will remain unchanged

*P. K. Dash*  
11.5.18  
(P.K. Dash)

Assistant Secretary (I/C)

Distribution:

1.	Smt. Rupali Saraswati, Assistant, Tea Board, Kotagiri	He is hereby advised to report for joining in Board's QCL, Siliguri immediately.
2.	Executive Director, Tea Board, Coonoor	With the request to release Smt. Saraswati, Assistant under intimation to Board's Head Office, Kolkata as early as possible.
3.	Director (Research), QCL, Tea Park, Siliguri	With the request to intimate the date of joining of Smt. Saraswati, Assistant in Board's QCL, Siliguri as early as possible.
4.	DDTD, Tea Board, Siliguri	With the request to pay salary including other admissible allowances in favour of Smt. Saraswati, Assistant w.e.f the date of her joining in Board's QCL, Siliguri from the Board's Regional Office, Siliguri.
5.	FA & CAO	
6.	Sr. Accounts Officer	For necessary action please.
7.	ADTD, Tea Board, Kotagiri	
8.	System Analyst	With request to upload in the Board's website.
9.	Secretary to the Dy. Chairman and PA to the Secretary	
10.	Secretariat Branch	
11.	T.B.E.A./T.B.W.A.	
12.	Establishment Branch ...With spare copies	

File No.2(1)/Estt/2015