



TEA BOARD

14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001

Dated: 11/05/2017

OFFICE MEMORANDUM NO: 56/2017

The undersigned is directed to state that in exigencies of the Board's work and on administrative ground, Shri Partha Basu, Sr. Assistant attached to the Directorate of Tea Promotion, Head Office, Kolkata is hereby transferred to Board's Zonal Office, Guwahati with immediate effect.

Shri Basu will be eligible for admissible Joining Time, Transfer Allowance etc. as per rule, for his joining on transfer from Kolkata to Guwahati.

P. K. Dash
11-5-17

(P. K. Dash)

Assistant Secretary(I/C)

1. Shri Partha Basu,
Sr. Assistant,
Dte. of Tea Promotion,
Head Office, Kolkata.
2. Dy. Director of Tea Promotion (JB)
Head Office, Kolkata. | With the request to release Shri Basu under
intimation to Establishment Branch.
3. Executive Director,
Tea Board, Zonal Office,
Guwahati. | With the request to intimate the date of joining
of Shri Basu in Guwahati Office at the earliest.
4. F.A. & C.A.O.
5. Sr. Accounts Officer
6. Accounts Officer (Pay)
- ✓ 7. System Analyst, Tea Board ---- with the request to upload in the Board's Website.
8. Secretary to Chairman-cum-Dy. Chairman
9. T.B.E.A./T.B.W.A.
10. Secretariat Branch
11. Establishment Branch (with spare copies)

(Ref. File No. Estt/PR/B-212

Hindi version follows