



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


Dated : 02.08.2019

OFFICE MEMORANDUM NO. 66/2019

The undersigned is directed to state that in exigencies of the Board's work and on administrative requirement, the following staff members, attached to the Board's Regional Offices are hereby transferred in their existing capacities and basic pay to the new places of posting as mentioned against each with immediate effect :-

Sl. No.	Name & designation	Present place of posting	Place of posting on transfer
1.	Shri B.D. Arora, Assistant Administrative Officer	Regional Office, New Delhi	Zonal Office, Coonoor
2.	Shri Shailendra Kr. Thakur, Jr. Hindi Translator	Regional Office, Tinsukia	Zonal Office, Siliguri

They will be eligible for admissible Transfer Grant, TA, Joining Time etc. as per extant norms for joining to their new places of posting.


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

Distribution :-

1.	Members listed above	With the request to join their respective places of posting on transfer as early as possible.
2.	Executive Director, Guwahati	With the request to please release Shri Shailendra Kr. Thakur, Jr Hindi Translator from Board's Regional Office, Tinsukia under intimation to the Estt. Branch of Board's Head Office, Kolkata as early as possible.
3.	The DDTD, Siliguri	With the request to please intimate the date of joining of Shri Shailendra Kr. Thakur, Jr. Hindi Translator to the Estt. Branch of Board's Head Office, Kolkata as early as possible.
4.	The S. O (NWI), New Delhi	With the request to please release Shri B.D. Arora, AAO from Board's Regional Office, New Delhi under intimation to the Estt. Branch of Board's Head Office, Kolkata as early as possible
5.	Executive Director (I/C), Coonoor	With the request to please intimate the date of joining of Shri Arora, AAO to the Estt. Branch of Board's Head Office, Kolkata as early as possible.
6.	Director of Tea Development	
7.	F.A & C.A.O	
8.	Accounts Officer (Pay)	
9.	I.T. Cell	With the request to upload in the Board's website.
10.	Secretary to Dy. Chairman/Secretary	
11.	Secretariat Branch	
12.	TBEA/TBWA	
13.	Estt. Branch	With spare copies.

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