




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

No. Estt/PR/J-33/1220

Dated : 09.08.2019
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MEMORANDUM

With reference to his appeal dated 12.07.2019, Shri Anil Kumar Jha (J-33), MTS, attached to the Board's Regional Office, New Delhi is hereby informed that the competent authority of Tea Board has been pleased to accept his prayer for voluntary retirement from services of the Board w.e.f. the afternoon of 31.10.2019.


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

Shri Anil Kr. Jha, MTS,
Tea Board, New Delhi

With the request to hand over the Board's Identity Card and Health Card and also submit pension papers, duly filled in, at the earliest.

Copy to :-

1.	Special Officer for NWI, <u>Tea Board, New Delhi</u>	With the request to please submit his Service Book, duly updated, along with his PR File, Leave File etc. to the Finance Branch of Board's Head Office, Kolkata as early as possible.
2.	FA & CAO	
3.	A. O (Pay)	As desired by the competent authority, the pension papers with specific sanction of pension are to be made ready within a month from the date of issuance of this Memorandum.
4.	Pay Section, Pension Section, PF Wing under Finance Branch.	
5.	Secretary to Dy. Chairman & Secretary	
6.	IT Cell	With the request to upload in Board's website
7.	Tea Board Employees' Co-operative Society Ltd.	
8.	TBEA/TBWA	
9.	Estt. Branch	With spare copies.