



Tea Board,
14, BTM Sarani,
Kolkata-700001

Ref. No. Estt/PR/S-314/1558

Dated: 18.09.2018

MEMORANDUM

With reference to his appeal dated 15.08.2018, Shri Binod Kumar Sharma, Assistant Accounts Officer, attached to Board's Regional Office at Agartala 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 with effect from the afternoon of 30th September, 2018. However, he can apply for commutation of pension only after expiry of normal notice period of three months.

P. K. Dash
18.9.18
(P.K. Dash)

Assistant Secretary (I/C)

Shri Binod Kr. Sharma (S-314),
Assistant Accounts Officer,
Tea Board, Agartala

With request to hand over the Identity Card & Health Card to his Controlling Officer on or before 30.09.2018 and to submit pension papers duly filled in at the earliest.

Copy to:

1. Executive Director, Guwahati	The scanned copies of relevant pages of updated PR & Leave records, Service Book may kindly be sent to the Pension section of Head Office.
2. ADTD, Agartala	For information and necessary action
3. Sr. Accounts Officer	For information and necessary action
✓ 4. IT cell	With the request to upload in the Board's website
5. Secretary to Dy. Chairman, P.A.s to FA&CAO and Secretary	
6. Tea Board Employees' Co-op Society Limited	
7. T.B.E.A/ T.B.W.A	
8. Establishment Branch (With spare copies)	