



Tea Board,  
14, BTM Sarani,  
Kolkata

Ref No. Estt/PR/S-333/158

25  
21/04/2017

MEMORANDUM

Further to the Office Memorandum No. 32/2017 dated 22/02/2017 and subsequent release order dated 31/03/2017 Smt. Smita Sarkar, Sr. Assistant attached to the Board's Promotional Directorate, Head Office at Kolkata has been allowed by the competent Authority of Tea Board to stay Head Office upto 31<sup>st</sup> July, 2017 till the date of her Voluntary Retirement from the Services of the Board.

(P.K. Dash)  
Assistant Secretary(I/C)

Distribution

1.	Smt. Smita Sarkar-	For information please.
2.	System Analyst-	With the request to activate the Bio-Metric Machine in favour of Smt. Smita Sarkar for her attendance upto 31 <sup>st</sup> July, 2017
3.	Sr. Accounts Officer	
4.	Accounts Officer(Pay)	
5.	Establishment Branch-	Spare Copies