

TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated: 19.06.2012

OFFICE ORDER NO : 13/2012

The undersigned is directed to say that as desired by the competent authority of Tea Board the Welfare Branch of the Board's Head Office, Kolkata will henceforth be functioning under the control of Directorate of Tea Development of the Board's Head Office, Kolkata with immediate effect.

Therefore, all officials posted in the Welfare Branch of the Board's Head Office, Kolkata are hereby advised to submit all files concerning the said Branch before the competent authority through ADTD (Falguni Bandyopadhyay)/Director of Tea Development until further orders in this regard.

Sd/-

(B.K. Biswas)
Assistant Secretary

Distribution:

1.	Director of Tea Development	
2.	Executive Director, Coonoor/Guwahati	
3.	F.A.& C.A.O	
4.	Shri Falguni Bandyopadhyay, ADTD, Kolkata	
5.	W.L.O (North)	
6.	All Heads of Department in Board's Head Office, Kolkata (excepting Chairman/Dy. Chairman/Secretary)	
7.	Dy. Director (Hindi)	
8.	P.As to Chairman/Dy.Chairman/Secretary	
9.	System Analyst	With the request to upload in the Board's website
10.	All staff members posted in the Welfare Branch, Kolkata.	
11.	Secretariat Branch	
12.	T.B.O.A/T.B.E.A./T.B.W.A	
13.	Guard File of Estt. Branch	
14.	Establishment Branch (with spare copies)	

Ref. File No. 11(17)/Estt/82
(Hindi version follows)

r.n.b.