



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated: 03.08.2020

OFFICE MEMORANDUM NO. 56 /2020

With reference to the Office Memorandum No. 14029/5/2019-Estt.(L)(Pt.2) dated 28.07.2020 issued by the Department of Personnel & Training, Ministry of Personnel , Public Grievance and Pensions, Govt. of India, the undersigned is directed to inform all officers/officials of the Board who have proceeded on leave, with station leave permission, but could not report for duty to non-availability of public transport/flights and restrictions on inter/intra state movement of persons as per Ministry of Home Affairs' Orders from time to time, to contain the spread of Covid-19 pandemic in the country, to join immediately to their respective place of posting within 05 days from the issue of this Office Memorandum, otherwise leave will be deducted from their leave account.

This is issued with the approval of the competent authority of the Board.

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

Distribution:

1	All Heads of the department in Board's H.O. (excepting Deputy Chairman/FA&CAO/Secretary)	With the request to bring the contents of the Office Memorandum to the knowledge of the officers/officials working under them who have proceeded on leave with station leave permission prior to announcement of nationwide lockdown and not yet joined official duty, to join immediately in their respective place of posting.
2	Executive Director (Guwahati & Coonor)	
3	DDTD (Siliguri, Palampur)	
4	SO(NWI)	
5	Director (Research)	
6	Secretary to Deputy Chairman	
7	PA to FA &CAO/Secretary's Personal Section	
8	IT Cell	With the request to upload in the website.
9	T.B.O.A./T.B.E.A./T.B.W.A	
10	Secretariat Branch	
11	Establishment Branch	With spare copies.

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