



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


Ref. No. 2(1)/Estt/2015/

Dated : 03.07.2020

MEMORANDUM

The undersigned is directed to state the following staff members who have joined in the Board's Head Office from different Zonal/Regional Offices are now being posted at different sections/departments at Board's Head Office, Kolkata as per administrative requirement as mentioned against each with immediate effect :

Sl. No.	Name of the official	Designation	Place of posting
1.	Smt. Rama Das	Executive Assistant	Statistics Branch
2.	Shri G. Selvaraj	AAO	Finance Branch
3.	Shri Satyendra Kumar Choudhari	AAO	Establishment Branch
4.	Shri Ramesh Ch. Sharma	AAO	Secretariat Branch
5.	Shri Jyoti Arnab Goswami	AACO	Finance Branch
6.	Shri Joydeb Dey	Sr. Assistant	Secretariat Branch
7.	Smt. Kajari Mukherjee	Sr. Assistant	Establishment Branch
8.	Shri Shyamal Karmakar	Sr. Assistant	Licensing Section
9.	Shri Swapan Ghoshal	Sr. Assistant	Promotion Directorate
10.	Smt. Rupali Saraswati	Assistant	Development Directorate


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

Distribution :-

1.	Staff members as listed above	For information and necessary action please.
2.	FA&CAO	For kind information please.
3.	DTD	With the request to intimate the date of joining of Sl.No. 10 to the Estt. Branch as early as possible.
4.	Controller of Licensing	With the request to intimate the date of joining of Sl.No. 8 to the Estt. Branch as early as possible.
5.	DDTP (ND)	With the request to intimate the date of joining of Sl.No. 9 to the Estt. Branch as early as possible.
6.	ADTD (DMK)	With the request to intimate the date(s) of joining of Sl.No. 4 &6 to the Estt. Branch as early as possible.
7.	Assistant Secretary (I/C)	For information please.
8.	Accounts Officer (ST & PKD)	With the request to kindly intimate the date (s) of joining of Sl. No. 2 & 5 above to the Estt. Branch as early as possible.
9.	Statistician (I/C)	With the request to intimate the date of joining of Sl.No. 1 to the Estt. Branch as early as possible.
10.	IT Cell	With the request to upload in the Board's website.
11.	Secretary to Dy. Chairman	For kind information please.
12.	Secretariat Branch	
13.	TBEA/TBWA	
14.	Estt. Branch	With spare copies.