



TEA BOARD


14, Biplabi Trailokya Maharaj Sarani
Kolkata-700001

Dated : 03.06.2020

OFFICE MEMORANDUM NO. 39/2020

The undersigned is directed to state that in exigencies of the Board's work and on administrative requirement arising out of Covid 19 disruptions, Shri Ramesh Chandra Sharma, Assistant Administrative Officer, attached to Board's Regional Office, Jalpaiguri is hereby transferred to Board's Head Office, Kolkata in his existing capacity and basic pay with immediate effect.

Shri Sharma is not eligible for transfer grant and joining time as the transfer is being made on his own request.


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

Distribution :-

1.	Shri Ramesh Chandra Sharma, AAO, Tea Board, Regional Office, Jalpaiguri	For information and necessary action please.
2.	DDTD, Siliguri	For information and necessary action please.
3.	ADTD, Jalpaiguri	With the request to release Shri Ramesh Chandra Sharma, AAO under intimation to Head Office, Kolkata as early as possible.
4.	FA&CAO	
5.	Assistant Secretary (I/C), Kolkata	
6.	Accounts Officer (Pay)/In-Charge Pay Section, Head Office, Kolkata	
7.	I.T. Cell	With the request to upload in the Board's website.
8.	Secretary to Dy. Chairman/Secretary	
9.	Secretariat Branch	
10.	TBOA/TBEA/TBWA	
11.	Estt. Branch	With spare copies.

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