




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

Dated : 16.03.2022

OFFICE MEMORANDUM NO. 25/2022

The undersigned is directed to state that in terms of the Office Memorandum No. 01/2022 dated 04.01.2022, Shri Falguni Banerjee, Dy. Director of Tea Development on being released from the Board's Head Office, Kolkata in the afternoon of 17.02.2022 has reported for joining the Board's Zonal Office, Coonoor in the forenoon of 14.03.2022. The excess period over the admissible Joining Time of fifteen days will be debited from his Leave Account.


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

Distribution :-

1.	Shri Falguni Banerjee, DDTD, <u>Tea Board, Zonal Office, Coonoor</u>	
2.	Executive Director, Tea Board, Coonoor & Guwahati	
3.	Director of Tea Development	
4.	Assistant Secretary	With the request to please forward the PR File, Leave File with Service Book of Shri Falguni Banerjee, DDTD, duly updated, to the Board's Office, Coonoor as early as possible.
5.	All HoDs in Board's Head Office, Kolkata (excepting Dy. Chairman)	
6.	F.A & C.A.O.	
7.	Accounts Officer (Pay)	For necessary action please.
8.	Secretary to Dy. Chairman & P.As to FA & CAO/Secretary	
9.	I.T. Cell	With the request to upload in Board's website.
10.	Secretariat Branch	
11.	TBEA	
12.	Estt. Branch	With spare copies.

Ref. File No. Estt/PR/B-263