




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

Dated : 14.07.2023

OFFICE MEMORANDUM NO. 77/2023

With reference to her appeal dated 03.07.2023, Smt. Geeta Devi, MTS, attached to the Statistics Branch of Board's Head Office, Kolkata is hereby informed that the competent authority of Tea Board has been pleased to accept her prayer for voluntary retirement from services of the Tea Board w.e.f. the afternoon of 04.07.2023.

However, she will be eligible for applying the commutation of pension on or after the expiry of normal notice period of three months i.e. w.e.f the afternoon of 02.10.2023.


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

Copy to :-

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| 1. | Smt. Geeta Devi, MTS, Statistics Branch, <u>Tea Board, Kolkata</u> | With the request to hand over the Board's Identity Card to the Board's Estt. Branch and submit pension papers, duly filled in, to the Finance Branch of Board's Head Office, Kolkata at the earliest. |
| 2. | Director of Tea Development | |
| 3. | FA & CAO | |
| 4. | Statistician (I/C) | |
| 5. | AACO (TKS) | With the request to hand over the pension forms to Smt. Devi for submission as early as possible. |
| 6. | Pay Section, Pension Section, PF Wing under Finance Branch. | |
| 7. | P.As to Dy. Chairman & Secretary | |
| 8. | IT Cell | With the request to upload in Board's website |
| 9. | Tea Board Employees' Co-operative Society Ltd. | |
| 10. | TBEA | |
| 11. | Estt. Branch | With spare copies. |

File No. Estt/PR/D-242