



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001

Dated: 27.08.2026

OFFICE MEMORANDUM NO. 101/2026

The undersigned is directed to state that in exigencies of Board's work and on administrative requirement, the following officers attached to Board's different offices have been transferred in their existing capacities and basic pays as mentioned against each with immediate effect.

SL No	Name of Officer & Designation	Present place of posting	Place of posting on transfer
1	Shri Pritam Bhattacharya, FAO	Zonal Office, Coonoor	SRO-Almora
2	Shri Hemchandra Agarwal, FAO	Regional Office, Palampur	Zonal Office, Coonor

They are eligible for admissible transfer grant, TA, joining time etc. as per rules.

Further as directed, Shri Naba Kumar Biswas, ADTD will be In-charge of Board's Palampur Office till further orders. Separate order regarding financial and administrative powers in favour of Shri Naba Kumar Biswas, ADTD will be issued in due course.

This issues with the approval of the Competent Authority.

Amrita Chakraborty

(Dr. Amrita Chakraborty)
Secretary In-charge

Distribution:

1	Shri Pritam Bhattacharya, FAO, Coonoor	With the request to join their respective place of posting on transfer immediately. Sl. No. 1 is requested to report Director of Tea Development through ADTD, Palampur for day to day official activities.
2	Shri Hemchandra Agarwal, FAO, Palampur	
3	Shri Naba Kumar Biswas, ADTD, Palampur	For compliance please. He will report to Director of Tea Development for day to day official activities.
4	Executive Director, Coonoor	With the request to release Sl. No. 1 for enabling him to join SRO-Almora and intimate the date of joining of Sl. No. 2 in the Zonal Office, Coonoor to the Estt. Branch, HO as early as possible.
5	DTD	With the request to release Sl. No. 2 for enabling him to join at Zonal Office, Coonoor under intimation to Estt.Branch as early as possible.
6	FA&CAO	For kind information please.
7	Dy. Director (Hindi)	For Hindi version please.
8	PA to Dy. Chairman/Secretary	
9	IT Cell	With the request to upload in the Board's website.
10	TBEA	
11	Estt. Branch	With spare copies.

File No. 2(1)/Estt/2024/Part-I