

**GOVERNMENT OF WEST BENGAL
FINANCE (AUDIT) DEPARTMENT
NABANNA, MANDIRTALA, HOWRAH-711 102**

No. 2372-F(H)/FA/O/1S-6/160/18(N.B.).

Dated, Howrah, the 17th April, 2019.

From : S. K. Ram,
Special Secretary.

To : The Assistant Commissioner & D.D.O.,
Jalpaiguri Division, Jalpaiguri.

Sub : Transfer Release out from H.R.M.S. and Issuance of L.P.C. in respect of Shri Jishnu Thakur, Ex-Personal Assistant (Schedule 'A' English Stenographer) to Commissioner, Jalpaiguri Division to the establishment of the Deputy Secretary & D.D.O., Finance Department, Nabanna (HOO Code – 118HO002, DDO Code – CABFNA008).

Sir,

With reference to your letter No.121/A.E., dated 10.04.2019, I am directed to inform you that Shri Jishnu Thakur, Personal Assistant to Commissioner, Malda Division will draw his salary from the establishment of Finance Department, Nabanna as the Assistant Commissioner, O/O Commissioner, Malda Division has reported that the functioning of D.D.O. in that office is yet to start and is expected to start with effect from May, 2019.

So, you are requested for Transfer Release out from H.R.M.S. and Issuance of L.P.C. in respect of Shri Jishnu Thakur, Personal Assistant to the establishment of Finance Department, Nabanna (HOO Code – 118HO002, DDO Code – CABFNA008) for smooth disbursement of salary from the month of April, 2019.

Yours faithfully,

Sd/- S. K. Ram.

**Special Secretary to the
Government of West Bengal.**

No. 2372/1(17)-F(H)/FA/O/1S-6/160/18(N.B.).

Dated, Howrah, the 17th April, 2019.

Copy forwarded for information and necessary action to :-

1. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata-700 001.
2. Shri Barun Kumar Ray, I.A.S., Commissioner, Malda Division.
3. Shri A. R. Bardhan, I.A.S., Divisional Commissioner, Jalpaiguri Division.
4. The Assistant Commissioner, Office of the Divisional Commissioner, Malda Division.
— He is requested to take measures for sending the Service Book in original with updated entries and leave statement to the Finance Department, Group-'H', Writers' Buildings, in respect of Shri Jishnu Thakur, Personal Assistant. He is also requested to submit monthly leave statement for updation of his Service Book.
5. The Treasury Officer-I, Jalpaiguri.
6. The Treasury Officer-I, Malda.
7. The P.A. to the Special Secretary, Finance Department.
8. The Deputy Secretary & D.D.O., Finance Department, Nabanna, 10th Floor, Nabanna, Howrah.
— He is requested to draw and disburse the salary of Shri Jishnu Thakur, Personal Assistant from the month of April, 2019 onwards.
9. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700 012.
10. The Assistant Secretary, Finance Department, Group-'H', Writers' Buildings, Kolkata-700 001.
11. The Section Officer, Finance Department, Group-'H' (P.A. Pool), Writers' Buildings, Kolkata-700 001.
12. Shri Jishnu Thakur, Personal Assistant of this Department.
13. Copy for Service Book.
14. Copy for Acting Arrangement.
15. Shri Saumitra Biswas, Senior Software Developer of Finance Department.
16. Smt. Mousumi Majumder, Data Entry Operator of this Department.
— For uploading the order in the website – wbsteno.gov.in.
17. Office copy.


**Assistant Secretary to the
Government of West Bengal.**