

GOVERNMENT OF WEST BENGAL

Finance Department

Audit Branch

Nabanna, Howrah – 711 102.

No. 5306-F(H)

Date-16.09.2019

ORDER

The services of the following Schedule 'A' English Stenographers of the Secretariat Pool under Finance Department are hereby placed temporarily for the Control Room Duty in the Emergency Operation Centre (EOC) in the Disaster Management & Civil Defence Department on the 2nd Floor, Nabanna during Puja holidays for the period from 03.10.2019 to 15.10.2019 round the clock from 8.00 A.M. to 8 A.M. (next day).

Date	8.00 A.M. to 8 P.M.	8.00 P.M. to 8.00 A.M. (Next Day)
03.10.2019 (Thursday) Mahapanchami	Shri Santanu Ganguly, Senior Personal Assistant.	Shri Abhirup Bhar, Personal Assistant.
04.10.2019 (Friday) Mahasasti	Shri Bijoy Kumar Kundu, Senior Personal Secretary, Grade-II.	Shri Prakash Kumar Bal, Senior Personal Assistant.
05.10.2019 (Saturday) Mahasaptami	Shri Kali Shankar Bagchi, Senior Personal Assistant.	Shri Harisadhan Das Roy, Senior Personal Assistant.
06.10.2019 (Sunday) Mahaastami	Shri Tapas Das, Personal Assistant.	Ghousulwara Khan, Personal Secretary.
07.10.2019 (Monday) Mahanabami	Shri Dipak Prosad Gond, Personal Assistant.	Imteyaz Ahmad, Personal Assistant.
08.10.2019 (Tuesday) Mahadashami	Shri Shyamapada Kisku, Senior Personal Assistant.	Shri Uddhab Raha, Personal Assistant.
09.10.2019 (Wednesday) Addl. Day	Shri Arunabha Chowdhury, Personal Secretary	Shri Barun Kumar Das, Senior Personal Assistant.
10.10.2019 (Thursday) Addl. Day	Shri Rahul Debnath, Senior Personal Assistant.	Shri Subrato Khan, Senior Personal Assistant.
11.10.2019 (Friday) Addl. Day	Shri Tarun Kumar Majumder, Senior Personal Secretary, Grade-II.	Shri Susanta Mridha, Personal Assistant.
12.10.2019 (Saturday) Addl. Day	Shri Subhabrata Pal, Senior Personal Assistant.	Shri Amit Kumar Sen, Personal Secretary.
13.10.2019 (Sunday)	Shri Sandip Kumar Mitra, Personal Secretary.	Shri Nader Chand Dey, Senior Personal Assistant.
14.10.2019 (Wednesday) Laxmipuja	Shri Suklal Saren, Senior Personal Assistant.	Mohammed Arif, Personal Assistant.
15.10.2019 (Thursday) Addl. Day	Shri Gopal Ranjan Bandyopadhyay, Senior Personal Secretary, Grade-II.	Shri Asim Kumar Das, Senior Personal Secretary, Grade-II

Contd.....Page-2

They will revert back to their normal place of posting after their Control Room duty is over.

The Disaster Management & Civil Defence Department, Government of West Bengal is requested to register the attendance of the above-mentioned Schedule 'A' English Stenographers on regular basis and send the copy of the Register of attendance to this Department within seven (07) days after the Control Room duty is over.

Sd/- S. K. Ram
**Special Secretary to the
Government of West Bengal.**

No.5306/1(40)-F (H)

Date- 16.09.2019

Copy forwarded for information and taking necessary action to:-

01. P.A. to the Chief Secretary to the Government of West Bengal, Nabanna.
02. P.S. to the Additional Chief Secretary, Finance Department, Nabanna.
03. P.S. to Principal Secretary, Disaster Management Department, Nabanna.
04. Senior P.A. to Special Secretary of this Department.
05. ----- All the Officers posted to Control Room Duty.
06. The Assistant Secretary, Group-H (P.A. Pool), Nabanna, Howrah-711102.
07. Shri / Smt. _____, Senior Personal Secretary/ Personal Secretary/ Senior Personal Assistant/ Personal Assistant/ Bengali Stenographer of this Department.
08. The Section Officer, Group-H (P.A.Pool), Writers' Buildings, Kolkata-700001.
09. The Dealing Assistant.
10. Shri Saumitra Biswas, Senior Software Developer of Finance Department.
- ✓ 11. Smt. Mousumi Majumder, Data Entry Operator of this Department.
----For uploading the order in the website-wbsteno.gov.in.
12. Office Copy.


Assistant Secretary
to the Government of West Bengal