

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

No. 3117-F(H)

Dated, Howrah, the 9th November, 2020.

ORDER

In pursuance of order of the Chief Secretary, Government of West Bengal, bearing No.2549-DMCD/O/111/7M-108/2014, dated 12.10.2020, 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 Kali Puja for the period from 14.11.2020 to 17.11.2020 round the clock from 8.00 A.M. to 8.00 A.M. (Next day).

Date	8.00 A.M. to 8.00 P.M.	8.00 P.M. to 8.00 A.M. (Next day)
14/11/2020 (Saturday) Kali Puja	Shri Sujit Manna, Personal Secretary. Mob.-9433622819.	Shri Prasanta Sarkar, Senior Personal Secretary Grade-II. Mob.-9051677877.
15/11/2020 (Sunday) Extra day for Kali Puja	Shri Bijoy Dhali, Personal Assistant. Mob.-9748362795.	Shri Rahul Chowdhury, Personal Assistant. Mob.-7003832915.
16/11/2020 (Monday) Bhatridwitiya	Shri Arunabha Chowdhury, Senior Personal Secretary Grade-II. Mob.-9874060497.	Shri Chandra Sekhar Mitra, Senior Personal Assistant. Mob.-7278791965.
17/11/2020 (Tuesday) Addl. day of Bhatridwitiya	Shri Srimanta Kumar Naskar, Personal Secretary. Mob.-9432131981.	Shri Pranab Kumar Halder, Personal Secretary. Mob.-9836083864.

The services of all the Schedule 'A' English Stenographers mentioned hereinabove will be reverted back to their normal place of posting as soon as their Control Room Duties are over.

Sd/- S. K. Ram.
**Commissioner,
Finance Department,
Government of West Bengal.**

No. 3117/1(1)-F(H)

Dated, Howrah, the 9th November, 2020.

Copy forwarded for information and necessary action to the Disaster Management & Civil Defence Department, Government of West Bengal with request to register the attendance of the above mentioned Schedule 'A' English Stenographers on regular basis and send a copy of the Attendance Register to this Department within seven (07) days after the Control Room duty is over.

Sd/- U. K. Dutta.
**Deputy Secretary to the
Government of West Bengal.**

No. 3117/2(25)-F(H)

Dated, Howrah, the 9th November, 2020.

Copy forwarded for information and taking necessary action to :-

- 1) The Sr. P.S. to the Hon'ble Minister-in-Charge, Finance Department, Nabanna, Howrah.
- 2) The Sr. P.S. to the Chief Secretary to the Government of West Bengal.
- 3) The P.S. to the Principal Secretary, Finance Department.
- 4) The Sr. P.A. to the Principal Secretary, Public Works Department.
- 5) The Sr. P.A. to the Principal Secretary, Disaster Management & Civil Defence Department.
- 6) The Sr. P.A. to the Commissioner of this Department.
- 7) Shri Soumya Biswas, O.S.D. & Ex-officio Deputy Secretary, Group-'H' (P.A. Pool), Nabanna, Howrah-711 102.
- 8) The Assistant Secretary (Establishment) _____ Department.
(The Department to which the concerned Stenographer is attached)
- 9) Shri _____, Senior Personal Secretary /
Personal Secretary / Senior Personal Assistant / Personal Assistant of this Department.
- 10) The Section Officer, Group-'H' (P.A. Pool), Writers' Buildings, Kolkata-700 001.
- 11) Shri Sumit Mitra, Network Administrator, Budget Branch, Finance Department.
- 12) Shri Saumitra Biswas, Senior Software Developer of Finance Department.
— for uploading the order in the website of - wbsteno.gov.in.
- 13) The Dealing Assistant.
- 14) Office copy.


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