

Government of West Bengal  
Public Works Department  
Establishment Branch  
Writers' Buildings  
Kolkata – 700-001

No. 333-E/E-IV/14M-41/09

Dated: 10/02/2016

**OFFICE ORDER**

Smt. Manika Bhattacharyya (Chakraborty), Deputy Secretary (Administration) of this Department is hereby entrusted to look after the works of Establishment of Secretariat Staff, Medical Cell, Vigilance Cell, and Pension Cell.

Sri Pradip Kr. Bhattacharyya, Assistant Secretary of this Department is hereby entrusted with the works of C.S. Branch in respect of booking of different Bungalows and will act as Licensing Authority for different R.H.Es., under Public Works Department.

Sri Pradip Kr. Bhattacharyya, Assistant Secretary of this department will also carry out the duties as State Public Information Officer for the Secretariat Wing, Public Works Department.

This order will take effect immediately and will remain in force until further orders.

All concerned are being informed.

Sd/-

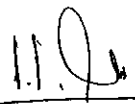
Joint Secretary (Personnel), P.W.D.

No. 333/1(30)-E

Dated 10/02/2016

Copy forwarded for information and necessary action to:

1. The P.S. to Principal Secretary, Public Works Department
2. The Joint Secretary (Works), Public Works Department
3. The Joint Secretary (Administration), Public Works Department
4. The Deputy Secretary (Administration), Public Works Department
5. The Deputy Secretary, Public Works Department (Roads Wing)
6. The Deputy Secretary (Vigilance), Public Works Department
7. The Assistant Secretary – I/II, Public Works Department
8. The I.T. Division, Public Works Directorate for uploading in the P.W.D. website.
9. Section Officer / Head Assistant, \_\_\_\_\_ Branch/ Cell, P.W.D.
10. Cell – IV. Establishment Branch, P.W.D.
11. Smt. Manika Bhattacharyya (Chakraborty), Deputy Secretary
12. Sri Pradip Kr. Bhattacharyya, Assistant Secretary, Public Works Department
13. Guard file

  
Joint Secretary (Personnel), P.W.D.

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