



**GOVERNMENT OF WEST BENGAL**  
**Department of Personnel and Administrative Reforms**  
(COMMON CADRE WING)

**STATE SECRETARIAT, NABANNA, 7<sup>th</sup> Floor,**  
**325, Sarat Chatterjee Road, HOWRAH-711 102**  
(Email id: paregov.ccw@gmail.com)

No. 95-PAR(CCW)/Estt.

Date :10.04.2026

3P-01/24

**ORDER**

The following 2 (two) Supervisory Grade Typists, borne under Secretariat Common Cadre of Supervisory Grade Typists and who are now posted in the Departments / Offices mentioned against their names, are hereby appointed in the interest of public service to officiate in the post of **Senior Supervisory Grade Typist** under the pay structure of ROPA,2019 in the level 12( 35,800-92,100) plus allowances as admissible from time to time under the order of the Government in the Departments / Offices as mentioned against their names in column-4 with effect from the date noted against their names in column-3 and until further order(s) :-

Sl. No.	Names and Departments of the Supervisory Grade Typists	Date of Effect	Departments / Offices where services are placed
1	2	3	4
1.	Kazi Nazrul Islam, Disaster Management & Civil Defence(DM Wing)	01.03.2026	Food & Supplies
2.	Shri Abhijit Chakraborty, Information & Cultural Affairs	01.03.2026	Law

Their seniority in the Secretariat Common Cadre of Senior Supervisory Grade Typists will be fixed accordingly.

Sd/-


OSD& E.O. Assistant Secretary  
to the Government of West Bengal

Date : 10.04.2026

No. 95/1(12) -PAR(CCW)/Estt.

Copy forwarded for information and necessary/ appropriate action/record to:-

1. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, Old Khadya Bhawan,3<sup>rd</sup> Floor, 11A, Mirza Ghalib Street, Kolkata-700 087;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan,2<sup>nd</sup> & 3<sup>rd</sup> Floor, 11A, Mirza Ghalib Street, Kolkata-700073;
4. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No.9, Block- DF, Sector -I, Bidhannagar,Kolkata-700064.
5. The Joint Secretary/Dy. Secretary/Assistant Secretary, \_\_\_\_\_ Department. He/She is requested to release the employee(s) concerned within 10 working days from the date of issue of this order.
6. The Joint Secretary / Dy. Secretary/Assistant Secretary, \_\_\_\_\_ Department. He/She is requested to send the joining report or to inform this department if the employee concerned does not join his/her new assignment within the stipulated time.
7. The D.D.O., \_\_\_\_\_ Deptt., with a request to issue LPC in respect of the employee(s) concerned.
8. Shri / \_\_\_\_\_ Supervisory Grade Typist, \_\_\_\_\_ Department; he is directed to join his new assignment within 10 working days from the date of issue of this order.
9. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
10. The Promotion & Gradation List Cell, P and A.R. Department [CC Wing].
11. The IT Cell of this Department.
12. Guard File.

  
OSD& E.O. Assistant Secretary  
to the Government of West Bengal