



सत्यमेव जयते

**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**

No. 113 -PAR(CCW)/Estt.  
3P-01/2025

Date : 19.05.2026

**ORDER**

The following 13 (thirteen) Head Assistants, borne under Secretariat Common Cadre of Head Assistants 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 **Section Officers/** equivalent posts, under the pay structure of W.B.S.(ROPA) Rules,2019 in the Level 12B (44800-115700) plus allowances as admissible from time to time under the order of the Government in the Departments / Offices as mentioned against the name of each of them in column-4 with effect from the date noted against each in column-3, and until further order(s) :-

Sl. No.	Names and Departments of the Head Assistants	Date of Effect	Departments / Offices where services are placed
1	2	3	4
1.	Shri Sandip Deb Roy, Personnel & Administrative Reforms	01.01.2026	Public Enterprises & Industrial Reconstruction
2.	Shri Sanjit Mallik, (SC) Irrigation & Waterways	01.01.2026	Food & Supplies
3.	Shri Tapas Roy (SC) Disaster Management & Civil Defence	01.02.2026	Fire & emergency Services
4.	Shri Sanjit Mondal, Finance	01.03.2026	Finance
5.	Shri Debasish Aditya, Home & Hill Affairs	01.03.2026	Urban Development & Municipal Affairs
6.	Shri Alope Ghosh, Backward Classes Welfare	14.03.2026	Industry, Commerce & Enterprises
7.	Shri Chandra Kanta Biswas (SC) Higher Education	14.03.2026	Irrigation & Waterways
8.	Shri Saikat Dutta, School Education	16.03.2026	North Bengal Development
9.	Shri Rintu Das, Home & Hill Affairs	16.03.2026	Minority Affairs & Madrasah Education
10.	Shri Asit Mahata, Information & Cultural Affairs	16.03.2026	Judicial
11.	Shri Anath Mondal (SC) Home & Hill Affairs	17.03.2026	Law
12.	Shri Debashis Sarkar, Health & Family Welfare	25.03.2026	Food & Supplies
13.	Shri Krishna Pada Shill, Governor's Secretariat	25.03.2026	Higher Education

Their seniority in the Secretariat Common Cadre of Section Officers will be fixed accordingly.

Sd/-  
Senior Special Secretary  
to the Government of West Bengal

No. 113/1(13) -PAR(CCW)/Estt.

Date: 19.05.2026

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

1. The Principal 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 (East Side), 11A, Mirza Ghalib Street, Kolkata-700087.
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 2<sup>nd</sup> & 3<sup>rd</sup> Floor (West Side), 11A, Mirza Ghalib Street, Kolkata-700087.
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 /Dy./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 request to issue LPC in respect of the employee(s) concerned.
8. General Cell / Training Cell, P&AR Department.
9. Shri/Smt. \_\_\_\_\_, Head Assistant \_\_\_\_\_Department. He/she is directed to join his/her new assignment within 10 working days from the date of issue of this order.
10. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
11. The Promotion & Gradation List Cell, P and A.R. Department, C.C. Wing.
12. The IT Cell of this Department.
13. Guard File.



Assistant Secretary  
to the Government of West Bengal