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**DMCD-11013/6/2020-DM SEC-Dept. of DMCD**  
**I/504856/2024**  
**Government of West Bengal**  
**Department of Disaster Management & Civil Defence**  
**Nabanna, 2<sup>nd</sup> Floor,**  
**325, Sarat Chatterjee Road, Howrah-711102.**

**No. 766-DMCD-11013/6/2020**

**Date : 09.04.2024**

**CORRIGENDUM**

In partial modification of this Department's earlier notification No. 584-DMCD-11013/6/2020 dated 13.03.2024, the date of Notification no. 495-PAR(Genl)/HR/N/G5C-03/2023 may be read as "06.03.2024" instead of "07.03.2023" of P&AR Department, General Cell, Smt. Archita Kundu Sarkar, Assistant Secretary, Finance Department, has joined as Deputy Secretary on promotion, in this Department on 07.03.2024 (F.N.) after being released from Finance Department vide order no.1209-F(H) dated 07.03.2024(FN)

Her joining report has been accepted by the Principal Secretary of this Department.

All concerned are being intimated accordingly.

Sd/-

**Deputy Secretary to the Govt. of W.B.**

No.766/1(19) - DMCD

Date:- 09.04.2024

**Copy forwarded for information and necessary action to the :-**

1. The Pr. A.G. (A&E), WB, Treasury Buildings, Kol-1.
2. The Pay & Accounts Officer, Kolkata Pay & A/cs. Office-I, 81/2/2, Phears Lane, Kol-12.
3. The P.S. to the A.C.S. to the Government of West Bengal, Finance Department, Nabanna, Howrah
4. The P.S. to the Secretary to the Government of West Bengal, P& AR Department, Nabanna, Howrah
5. Smt. Archita Kundu Sarkar, Deputy Secretary of this Department.
6. OSD & EO Assistant Secretary, P&AR Department, General Cell, Nabanna, Howrah.
7. Service Records & Accounts Cell. P & AR Deptt., Writers' Buildings, Kolkata-700001.
8. O.S.D.& E.O. Special Secretary to the Govt. of West Bengal. PAR Deptt., IT Cell, Nabanna.
9. Deputy Secretary(Estt), of this Department
10. Registrar & DDO of this Department.
- He is requested to draw and disburse the Pay and allowances of Smt. Archita Kundu Sarkar, Deputy Secretary after receiving L.P.C.
11. P.S. to the Hon'ble MIC of this Department.
12. Sr. P.A. to the Principal Secretary of this Department.
13. Copy for Acting Arrangement File of this Department.
14. Copy for personal file of Smt. Archita Kundu Sarkar, Deputy Secretary of this Deptt.
15. HRMS Cell of this Department.
16. Extra copy of E-Office support personnel making related change in e-office in due course.
17. Leave Cell of this Department.
- ✓ 18. Copy to IT Cell of this Department for uploading in the Departmental Website.
19. Guard File.

  
**Deputy Secretary to the Govt. of W.B.**