



TEA BOARD INDIA  
14, Biplabi Trailokya Maharaj Sarani,  
Kolkata – 700 001.

Dated : 21<sup>st</sup> December, 2021

Office Memorandum : 108/2021

Further to this Office Memorandum No. 111/2017 dated 12.10.2017 and circular no. TB/Fin/FA/Orders & Circulars/746 dated 1<sup>st</sup> September 2021 and in view of the austerity measures for hiring of vehicles, the undersigned is directed to state that it has been decided by Competent Authority that for official work App. Taxi may be used with prior approval of Secretary, the fare of which will be reimbursed subject to production of original receipt.

*Rishikesh Rai*

(Dr. Rishikesh Rai)  
Secretary

**Distribution :**

1. Estate Officer	For information
2. All Officers of the Board in H.O.	For information
3. PA to FA & CAO	
4. Secretary to Dy. Chairman	
5. PA to Secretary	
6. Secretariat Branch	
7. IT Cell	With a request to upload in Board's website.
8. TBEA	
9. Establishment Branch (with spare copies)	

Ref File No. 1(7)/2016/SO