



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated: 15.04.2024

OFFICE ORDER NO : 05/2024


Further to the Office Order No. 01/2023 dated 04.01.2024 and consequent upon the joining of Smt. Teerna Chowdhury, Assistant Statistical Officer on transfer to the Finance Branch of Board's Head Office, Kolkata, the undersigned is directed to state that in the exigencies of Board's work and on administrative ground, the competent authority has been pleased to accord approval towards entrusting the additional charge of the post of Accounts Officer in favour of Smt. Teerna Chowdhury, Assistant Statistical Officer, attached to the Finance Branch of Board's Head Office, Kolkata in addition to her normal duties till such time the post is filled up by regular incumbent or any other alternative arrangement is made whichever is earlier.

She will attend the following work in addition to her normal work until further orders in this regard :-

Details of work
Look after the matters pertaining to GPF, Medical, Imprest, TA, LTC, other administrative expenses, internal audits, GeM PAO etc., in addition to other work as were being attended by erstwhile Accounts Officer (Cash).

However, Smt. Chowdhury, Assistant Statistical Officer will not be eligible for any financial benefit for holding the additional charge of Accounts Officer. Shri Jyoti Arnav Goswami, Assistant Accounts Officer will attend the concerned work of Accounts Officer as was notified earlier vide Office Order No. 01/2024 dated 04.01.2024.

This order will come into force with immediate effect.


(Dr. Rishikesh Rai)
Secretary (I/C)

Distribution :-

1.	Smt. Teerna Chowdhury, ASO, Finance Branch, Tea Board, Kolkata.	
2.	FA & CAO	
3.	All HoDs in Board's Head Office, Kolkata (excepting Dy. Chairman & Secretary)	
4.	P.As to Dy. Chairman, FA & CAO & Secretary	
5.	IT Cell	With the request to upload in Board's website
6.	TBEA	
7.	Estt. Branch	With spare copies.

Ref. File No. 11(1A)/Estt/2023