



Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated: 03.05.2024

OFFICE MEMORANDUM NO. 53/2024

The undersigned is directed to state that in exigencies of the Board's work and on administrative ground, the competent authority has been pleased to attach Smt. Amrita Chakraborty, Assistant Director of Tea Development, attached to the Board's Head Office, Kolkata with the Secretariat Branch and Stores Branch as an In-charge in her existing capacity and pay with immediate effect.

She will be responsible for attending the all regular work of Board's Secretariat Branch and Stores Branch of Board's Head Office, Kolkata under the control of undersigned.

Accepted
(Dr. Rishikesh Rai)
Secretary (In charge)

Distribution :-

1.	Smt. Amrita Chakraborty, ADTD, Tea Board, <u>Kolkata</u>	With the request to report for joining to the undersigned as early as possible under intimation to the Estt. Branch of Board's Head Office, Kolkata.
2.	DDTP (JB)	With the request to release Smt. Amrita Chakraborty, ADTD as early as possible under intimation to the Estt. Branch of Board's Head Office, Kolkata.
3.	Director of Tea Development	
4.	FA & CAO	
5.	A. O (I/C) (T.C & JAG)	
6.	P.As to Dy. Chairman & Secretary	
7.	IT Cell	With request to upload in the Board's website.
8.	TBEA	
9.	Estt. Branch	With spare copies.

Ref. File No. 2(1)/Estt/2015/Part