



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

Dated : 09/09/2026

OFFICE MEMORANDUM NO.112...../2026

The undersigned is directed to say that in terms of the Office Memorandum No. 12/7/2023-JCA dated 03/09/2026 issued by Mr. Amit Pankaj, Director (JCA), Govt. of India, Ministry of Personnel, Public Grievances and Pensions, New Delhi Office will remain closed on Friday, the 11th September, 2026 on the occasion of 18th BRICS Leaders' Summit in Delhi.

Amrita Chakraborty
(Dr. Amrita Chakraborty)
Secretary

Distribution :-

1.	FAO, New Delhi	With the request to circulate amongst all officials/officers working under him.
2.	Executive Director, Guwahati & Coonoor	
3.	All Zonal, Regional & Sub - Regional officers of the Board.	
4.	PA's to Dy. Chairman/ FA & CAO/ Secretary	
5.	TBEA	
6.	Estate Officer	With the request to display in Notice Board.
7.	Secretariat Branch	
8.	IT Cell	With request to upload in Board's website
9.	Establishment Branch	(With spare copies)

Ref No : 9(1)/Estt./23/Part - III