




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

Dated : 31.05.2024

OFFICE MEMORANDUM NO. 61/2024

With reference to his appeal dated 16.04.2024, Shri Ishwar Singh, MTS, attached to the Board's Office, New Delhi is hereby informed that the competent authority of Tea Board has been pleased to accept his prayer for voluntary retirement from services of the Tea Board w.e.f. the afternoon of 31.07.2024.


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

Distribution :-

1.	<u>Shri Ishwar Singh, MTS, Tea Board, New Delhi</u>	With the request to hand over the Board's Identity Card to the Board's Estt. Branch and submit pension papers, duly filled in, to the Finance Branch of Board's Head Office, Kolkata at the earliest.
2.	<u>The S.O (NWI), Tea Board, New Delhi</u>	With the request to submit the PR File and Service Book in respect of Shri Ishwar Singh, MTS, duly updated including updated leave order as early as possible.
3.	FA & CAO	
4.	A.O (I/C) (JAG)	With the request to forward the pension forms to Shri Ishwar Singh, MTS for submission as early as possible.
5.	Pay Section, Pension Section, PF Wing under Finance Branch.	
6.	P.As to Dy. Chairman & Secretary	
7.	IT Cell	With the request to upload in Board's website
8.	Tea Board Employees' Co-operative Society Ltd.	
9.	TBEA	
10.	Estt. Branch	With spare copies.

File No. 23(30)/Estt/2016