




TEA BOARD OF INDIA  
14, B.T.M SARANI (BRABOURNE ROAD) KOLKATA 700 001  
[www.teaboard.gov.in](http://www.teaboard.gov.in)

Dated: November 22, 2022

**Office Memorandum No. 102/2022**

In terms of Notification No.37/1(X)/2022/T dated 19<sup>th</sup> November, 2022 of Lok Sabha Secretariat, Parliament of India, New Delhi. The Winter Session of the Parliament will be held from 07/12/2022 (Wednesday) onwards.

The heads of the different Directorate and Branches and Zonal/Regional offices should be reachable by telephone as well as E-mail & WhatsApp. No tour may be undertaken or station leave availed of during the period by the Head of Directorates and Branches and Zonal/Regional offices without the explicit prior approval of the Competent Authority. If required, Officials whose services are required will have to attend Office on Saturday, Sunday and Holidays.

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

Distribution:

1	FA& CAO	
2	Executive Director (Coonoor)	
3	Executive Director (Guwahati)	
4	DTD	
5	Law Officer	
6	Controller of Licensing	
7	DTP(I/C)	
8	Director (Research)	
9	Statistician (I/C)	
10	Assistant Secretary (I/C)	
11	Special Officer (New Delhi)	
12	DDTD (Palampur)	
13	DDTD (Siliguri)	
14	IT Cell	With a request to upload in Board's Website
15	Estate Office (I/C)	To be displayed in Board's Notice Board
16	Secy to Deputy Chairman	
17	Guard File	

Ref file no. 13/SECTT/2017/Parliament General Policy File.

LOK SABHA SECRETARIAT

PARLIAMENT HOUSE  
NEW DELHI 110001

November 19, 2022  
Kartika 28, 1944 (Saka)

**NOTIFICATION**

No. 37/1(X)/2022/T. The following order by the President dated the 19th November, 2022 is published for general information -

"In exercise of the powers conferred upon me by clause (1) of article 85 of the Constitution, I hereby summon the Lok Sabha to meet at New Delhi on Wednesday, the 7<sup>th</sup> December, 2022 at 11.00 A.M.

November 19, 2022

Droupadi Murmu,  
PRESIDENT"

UTPAL KUMAR SINGH  
SECRETARY GENERAL

No. 37/1(X)/2022/T

November 19, 2022  
Kartika 28, 1944 (Saka)

Copy forwarded for information to:-

- (1) President's Secretariat; Prime Minister's Secretariat; Cabinet Secretariat; Rajya Sabha Secretariat; NITI Aayog; Election Commission; Supreme Court; All Ministries/Departments of Government of India.
- (2) All Officers and Branches of Lok Sabha Secretariat

Post.  
19.11.2022  
(P.C. TRIPATHY)  
JOINT SECRETARY