




टी बोर्ड भारत TEA BOARD INDIA
14, बी. टी. एम. सारणी (ब्रेबोर्न रोड), कोलकाता 700001
14, B. T. M. SARANI (Brabourne Road), Kolkata 700 001
वाणिज्य एवं उद्योग मंत्रालय के अंतर्गत, वाणिज्य विभाग, भारत सरकार
Under Ministry of Commerce & Industry, Department of Commerce, Government of India
www.teaboard.gov.in

Dated : 08.05.2026

OFFICE ORDER NO.24/2026

Further to this Office Order No. 11/2025 dated 22.07.2025, the undersigned is directed to state that henceforth Earned Leave, Commuted Leave/HPL, Casual Leave applications in respect of Deputy Director of Tea Development, Asstt. Director of Tea Development, Factory Advisory Officer and Development Officer posted in Regional Office Siliguri & Palampur and SRO-Almora shall be approved by the Director of Tea Development.

This issues with the approval of the Competent Authority and comes into force with immediate effect, until further orders.


(Dr. Amrita Chakraborty)
Secretary (I/C)

Distribution :-

1.	Director of Tea Development	For kind information please.
2.	DDTD, Siliguri	For kind information and necessary action please.
3.	In-charge, Palampur & SRO-Almora	For information and necessary action please.
4.	All HoDs in Head Office, Kolkata (except Dy. Chairman)	
5.	PA to Dy. Chairman/FA&CAO/DTD/ Secretary	
6.	IT Cell	Please upload in the Board's website.
7.	Estt Branch	With spare copies.

File No. 7(1)/Estt/2019/Part-III