



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated : 13.07.2026

OFFICE ORDER NO. 38/2026

The undersigned is directed to state that in exigencies of Board's work and administrative requirement, the work allocation in respect of the following staff members attached to Board's Head Office, Kolkata is mentioned hereunder:

Sl. No.	Name & Designation	Work allocation
1.	Shri Shyamal Karmakar, AACO	He will work under DDTP(ND) and Publicity Officer and shall perform the duties as assigned by them from time to time.
2.	Ms. Sabiha Noor, Assistant (Hindi)	She will work under DDTP(ND) and Publicity Officer and shall perform the duties as assigned by them from time to time.
3.	Shri Madhu Mondal, Assistant	He will work under DDTP(JB) and FAO(SVS) and shall perform the duties as assigned by them from time to time.
4.	Ms. Ushree Bakshi, Secretarial Asstt (Contractual)	She will work under DDTP(JB) and FAO(SVS) and shall perform the duties as assigned by them from time to time.

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.	Officials listed above	For compliance please.
2.	DDTP(ND)	For information and necessary action please.
3.	DDTP(JB)	For information and necessary action please.
4.	FAO(SVS)	For information and necessary action please.
5.	Publicity Officer	For information and necessary action please.
6.	All HoDs in Head Office, Kolkata (except Dy. Chairman)	For information please.
7.	Dy. Director (Hindi)	For Hindi version please.
8.	PA to Dy. Chairman	For kind information of Dy. Chairman please.
9.	IT Cell	Please upload in the Board's website.
10.	Estt Branch	With spare copies.

E-File No. PROM-MISC/12/2026-Secretariat