



**Tea Board India**  
**14, Biplabi Trilokya Maharaj Sarani,**  
**Kolkata-700 001**


**Dated : 04.12.2023**

**OFFICE MEMORANDUM NO. 115/2023**

In supersession of Office Memorandum No. 108/2023 dated 31.10.2023, the undersigned is directed to state that, in exigencies of Board's work and administrative requirement, the following officials of Board's Head Office, are hereby transferred in their existing capacities and basic pays as mentioned below with immediate effect.

| <b>Sl. No.</b> | <b>Name and Designation</b>  | <b>Present place of posting</b>      | <b>Place of posting on transfer</b>  |
|----------------|------------------------------|--------------------------------------|--------------------------------------|
| 1.             | Shri Shantanu Guha, AACO     | Promotion Directorate under DDTP(ND) | Finance Branch, HO                   |
| 2.             | Shri Madhu Mondal, Assistant | Licensing Branch, HO                 | Promotion Directorate under DDTP(ND) |

This issues with the approval of Deputy Chairman.

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

**Distribution :-**

|    |  |  |
|----|--|--|
| 1. | All the officials listed above             | With the request to join their respective places of posting on transfer as early as possible.  |
| 2. | DDTP(ND), Head Office                      | With the request to release Shri Shantanu Guha, AACO from Promotion Directorate for joining in the Finance Branch and intimate the date of joining of Shri Madhu Mondal, Assistant to the Estt. Br, HO as early as possible. |
| 3. | Controller of Licensing & FA&CAO In-Charge | With the request to release Shri Madhu Mondal, Assistant for joining at Promotion Directorate, and intimate the date of joining of Shri Shantanu Guha, AACO to the Estt. Br, HO as early as possible.                        |
| 4. | Assistant Secretary (I/c), HO              |  |
| 5. | Accounts Officer (I/c), HO                 |  |
| 6. | IT Cell                                    | With the request to upload in the Board's website.   |
| 7. | PA s to Dy Chairman & Secretary            |  |
| 8. | TBEA                                       |  |
| 9. | Estt. Branch                               | With spare copies.   |

**Ref. File No. 2(1)/Estt/2015/Part**