



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata-700001

Dated: 11.12.2023

OFFICE ORDER NO. 28/2023

The undersigned is directed to state that in exercise of the power conferred upon him under By-Law 45 of the Tea Board By-Laws, 1955, Dy. Chairman, Tea Board has been pleased to delegate power to sign Cheques, PFMS advices, Bank advices for NEFT/RTGS of the actual sanctioned amount of all bills relating to Plan, Non-Plan, TAC/LTC, Medical, GPF etc. in favour of Smt. Rajanigandha Seal Naskar, Financial Advisor & Chief Accounts Officer (I/C) and Shri Shantanu Guha, Assistant Accounts Officer, attached to the Finance Branch of Board's Head Office, Kolkata, in addition to Shri Jyoti Arnav Goswami and Smt. Tinku Roy, Assistant Accounts Officers, attached to the Finance Branch of Board's Head Office, Kolkata with immediate effect and it will remain in force until further orders.

However, no one will be eligible for any financial benefit for attending such duties.

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

Distribution:-

1.	Smt. Rajanigandha Seal Naskar, Financial Advisor & Chief Accounts Officer (I/C) Finance Branch, Head Office, Kolkata	For compliance please.
2.	Shri Shantanu Guha, Assistant Accounts Officer, Finance Branch, Head Kolkata	For compliance please.
3.	Smt. Tinku Roy, Assistant Accounts Officer, Finance Branch, Head Office, Kolkata	For compliance please.
4.	Shri Jyoti Arnav Goswami, Assistant Accounts Officer, Finance Branch, Head Office, Kolkata	For compliance please.
5.	FA & CAO	
6.	Accounts Officer	
7.	Secretary to Dy. Chairman/P.As to Secretary & FA&CAO	
8.	IT Cell	With the request to upload in Board's website.
9.	TBEA	
10.	Estt. Branch	With spare copies

Ref. File No.Fin/Cash/Bank Matter/Part-II