

**GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH  
'NABANNA', HOWRAH-711 102**

No. 211(70)-F(Y)

Date : 13.01.2014

**From** : G.Samanta,  
Joint Secretary to the,  
Government of West Bengal,  
Finance Department, 'NABANNA'.

**To** : 1. **The Additional Chief Secy/Principal  
Secretary/Secretary to the  
Government of West Bengal,**  
\_\_\_\_\_ Departt.

2. **The Sr. Deputy Accountant General (Accounts & V.L.C.)**  
Office of the Principal Accountant  
General(A&E), West Bengal Treasury Building,  
2 Government Place West, Kolkata-1.

3. **The Principal Chief Conservator of Forests (Wild Life)**  
Government of West Bengal,  
Aranya Bhavan, 10A, LA Block,  
Sector - III, Kolkata - 700098.

**Sub** : **Meeting on 21.01.2014 at 12 Noon at the Conference Hall at 12<sup>th</sup>  
floor of Nabanna from 12 noon to 2 p.m.**

Sir,

I am directed to inform you that Secretary, Finance Department will conduct a meeting on 21.01.2014 at the Conference Hall at Nabanna (12<sup>th</sup> floor) from 12 noon to 2 p.m. with officials of all Engineering Departments, Forest Department and the representative(s) of the Principal Accountant General (A&E), West Bengal to discuss the following matters pertaining to the closure of the financial year 2013-2014 ;

- (1) Fixing of dates for
  - i) Submission for March Accounts
  - ii) Encashment of L.O.C. Cheques
  - iii) Reporting the last cheque numbers with cheque book numbers issued on the last working day of the current financial year.
- (2) L.O.C. monitoring system
- (3) Transfer of revenue receipt to Govt. A/c. by drawal of L.O.C. cheque.

In view of the above programme I am directed to request to kindly instruct the appropriate official/representative(s) of your Department to attend the meeting.

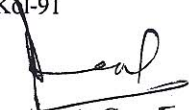
Yours faithfully,  
Sd/- G.Samanta  
**Joint Secretary to the  
Government of West Bengal,  
Finance Department**

No. 211/1(15)-F(Y)

Date : 13.01.2014

Copy forwarded for information and necessary action to :-

- 1) The Chief Engineer, Public Works Directorate, Nabanna, Howrah-711102
- 2) The Chief Engineer, Public Works Directorate(Roads), Nabanna, Howrah-711102
- 3) The Chief Engineer, Public Works Directorate,( Electrical) Nabanna, Howrah-711102
- 4) The Chief Engineer, Public Works Directorate(CB), New Secretariat Buildings, Block-A(5th floor), Kolkata-700001
- 5) The Chief Engineer, in charge of National Highway Public Works(Roads) Directorate, Nabanna, Howrah-711102
- 6) The Chief Engineer, Durgapur Expressway, Public Works(Roads) Directorate) Nabanna, Howrah-711102
- 7) The Chief Engineer, Public Health Engineering Directorate(CB), New Secretariat Buildings, (6th floor), Kolkata-700001
- 8) The Chief Engineer, State Water Investigation Dte, Sech Bhavan(3rd floor), Bidhannagar, Kolkata-91
- 9) The Chief Engineer, Irrigation & Waterways Dte, Sech Bhavan(3rd floor), Bidhannagar, Kolkata-91
- 10) The Director of Personnel & E.O Chief Engineer, Irrigation & Waterways Directorate, Sech Bhavan, Bidhannagar, Kolkata-91
- 11) The Chief Engineer-I, Water Resources Development Dte, old Khadya Bhavan, 11A, Mirza Ghalib Street, Kolkata-87
- 12) The Chief Engineer, Housing Directorate(CB), New Secretariat Buildings, 1, K.S. Roy Road, Kolkata-700001
- 13) The Chief Engineer, Municipal Engineering Dte, Bikash Bhavan(1st floor), Kol-91
- 14) The Director of Treasuries & Accounts, West Bengal, New India Assurance Building(2nd and 3rd floor), 4 Lyons Range, Kolkata-700001
- 15) The Administrator, Urban Development Department, Sech Bhavan, Kol-91

  
**Joint Secretary to Government of West Bengal**