

**Government of West Bengal**  
**Finance Department, Small Savings Directorate,**  
**Jessop Building, 63, N.S. Road, Kolkata-700001**  
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**No. 231-SSD/ 1E-20 / 2016**

**Date : 25.08.2017**

**Order**

In pursuance of Finance Department Memo No. 1583-F (P) dated 21.02.2012 , all 20 ( twenty ) vacant posts in the cadre of **Clerk-cum-Typist** ( Basic Grade and Grade-1 ) attached to different District/Regional Offices ( of Deputy Director, Small Savings) under Small Savings Directorate of Finance Department are hereby converted to the posts of **Lower Division Clerk** ( PB 2 : Band Pay 5,400/- - 25,200/-, Grade Pay 2,600/-) with immediate effect.

As all 20 ( twenty ) sanctioned posts in the cadre of **Clerk-cum-Typist** including Basic Grade and Grade-1 are exhausted, 10 (ten) posts out of 20 ( twenty ) converted "Lower Division Clerk" posts henceforth be the promotional post under 1:1 promotion policy namely **Upper Division Clerk** ( PB 3 : Band Pay 7,100/- - 37,600/-, Grade Pay 3,600/-) of the regional cadre under Small Savings Directorate .

Sd/- **Dr. Sudip Kumar Sinha, I.A.S**  
Director, Small Savings &  
Joint Secretary, Finance Department

**No. 231 /1(45)-SSD**

**Dated : 25.08 .2017**

Copy forwarded for information & necessary action to :-

1. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata 700 001.
- 2 . The P.A. to Principal Secretary, Finance Department, Nabanna, Howrah
3. The Pay & Accounts Officer, Kolkata Pay & Accounts Office -1, Kolkata – 12.
4. Finance Department , Group P1, Nabanna, Howrah
- 5 . The A.G. (Audit) West Bengal, Treasury Buildings, Kolkata 700 001.
6. Finance (Audit) Department Group 'H', Nabanna, Howrah
7. Finance (Budget) Department, Group 'N', Nabanna, Howrah
- 8-26. The Additional/ Deputy Director, Small Savings, .....
- 27-44. The Treasury Officer, .....Treasury
45. Finance Website



Deputy Director, Small Savings & OSD &  
EO Deputy Secretary, Finance Department