

H.K. Dwivedi, IAS



অতিরিক্ত মুখ্য সচিব  
অর্থ দপ্তর, পশ্চিমবঙ্গ সরকার  
*Additional Chief Secretary*  
Finance Department  
*Government of West Bengal*

নবান্ন  
হাওড়া-৭১১ ১০২  
NABANNA  
325, Sarat Chatterjee Road  
Howrah-711 102  
☎ : 2214 3695, Fax : 2214 1391  
e-mail : fs-wb@nic.in

No. 4729-F(Y)

25<sup>th</sup> July, 2018

To,

The Additional Chief Secretary/Principal Secretary/Secretary,

.....Department (All).

**Subject: Extension of the Period for creation of Sanctioned Strength in HRMS**

Madam/Sir,

In partial modification of Memo. No. FS-60/2018 dated 8<sup>th</sup> June, 2018 of Finance Department, the last date for creation of Sanctioned Strength and Tagging of Employees in Sanctioned Strength Sub-Module of HRMS has been extended upto 10<sup>th</sup> August 2018. It may be noted that the salaries of employees who are not tagged against any sanctioned post may not get generated from the Payroll Sub-Module of HRMS from August 2018 onwards.

This is for your kind information and necessary action.

Thanking you,

Yours faithfully,

  
(H.K. Dwivedi)

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5<sup>th</sup> Floor, Sector-1, Salt Lake, Kolkata-700064.
4. The Chief Secretary to the Government of West Bengal.
5. The General Manager, Reserve Bank of India, Banking Department, 15 N.S. Road, Kolkata-1.
6. The General Manager, Reserve Bank of India, PAD, 15 N.S. Road, Kolkata-1.
7. The Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001.
8. The Additional Chief Secretary/Principal Secretary/Secretary ,  
..... Department, Government of West Bengal.
9. The Secretary, Finance(Audit) Department, Government of West Bengal.
10. The Commissioner,.....Division,  
.....
11. The Special Secretary / Additional Secretary /Joint Secretary /Deputy Secretary, Finance Department, Government of West Bengal.
12. Shri Sumit Mitra, Network Administrator, Finance (Budget) Department.  
----- He is requested to upload this order in the Finance Department's website.
13. The ..... Department / Directorate  
.....
14. The Director of Treasuries & Accounts, West Bengal, 3<sup>rd</sup> Floor, Mitra Buildings, 8, Lyons Range, Kol-1.
15. The Director.....
16. The District Magistrate / District Judge / Superintendent of Police,.....  
.....
17. The Sub-Divisional Officer, .....
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – I, 81/2/2, Phears Lane, Kol-12.
19. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – II, P-1, Hyde Lane, Kol– 12.
20. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – III, SUVANNA, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No-9, Block- DF, Sector-I, Bidhannagar, Kol-64.
21. The Treasury Officer, .....
22. The Group...../.....Branch, Finance Department



**Deputy Secretary**  
to the Government of West Bengal