

GOVERNMENT OF WEST BENGAL
Finance Department
"NABANNA"
325, Sarat Chatterjee Road
Howrah – 711 102
Email ID : finreceipt-wb@bangla.gov.in

No: 4933-F (Y)

Dated, Howrah the 22nd August, 2023

MEMORANDUM

Sub:- Guidelines regarding deposit/exchange of Rs 2,000/- denomination notes within 30th September,2023.

The Reserve Bank of India through its Press Release No 2023-2024/257 on May 19, 2023, had declared that Rs.2000/- denomination Bank notes will be withdrawn from circulation. So, all existing Rs.2000/- denomination Bank notes up to a limit of Rs.20,000/- at a time will be exchanged at any Bank whenever deposited by the public till 30th September, 2023.

The Reserve Bank of India, Kolkata has informed vide their Memo. No. S114/00-08-002/2023-2024 dated 23.05.2023, that bulk tenders from Government Departments will be accepted by the Reserve bank of India in their designated accounts without any limit to the credit, however this will be based on prior intimation to RBI.

In view of the above, all State Government Departments are hereby requested to ensure that the process for depositing of ₹2,000/- denomination notes is completed well within the prescribed timeline of September 30, 2023.



*Additional Chief Secretary to the
Government of West Bengal*

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, _____ Department.
7. Director, _____
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Salt Lake, Kolkata – 700064.
12. Reserve Bank of India _____
13. Commissioner, _____ Division, _____
14. District Magistrate / District Judge / Superintendent of Police, _____
15. Sub-Divisional Officer, _____
16. Treasury Officer, _____
17. Block Development Officer, _____
18. Group ____ / _____ Branch, Finance Department.
19. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.


Deputy Secretary to the
Government of West Bengal