

GOVERNMENT OF WEST BENGAL
Finance [Audit]Department, 10th floor
"NABANNA"
Mandirtala, Howrah – 711 102

No.: 6693-F(H)/FA/O/1S-6/439/17[NB] Dated : Howrah the 3RD Nov.,2017.

MEMORANDUM

In partial modification of Finance Department Memorandum No.6077-F[H], dated 25.9.17 read with the Corrigendum No. 6411-F[H], dated 23.10.17 a consolidated leave and absentee statement of the stenographers in the prescribed format for the period of 01.01.17 to 31.08.17 is required to be forwarded to the Assistant Secretary, Finance Department, Group-H [P.A.Cell], Writers` Buildings, Block-III, 1st Floor, Kolkata-700001, if not already done prior to issue of this Memorandum.


This issues with the approval of the Principal Secretary of this Department .
All concerned are being informed accordingly.

Sd/- S.K.Ram
Special Secretary
Government of West Bengal

No.: 6693/1[500]-F(H)/FA/O/1S-6/439/17[NB] Dated : Howrah the 3RD Nov.,2017.

Copy forwarded for information and necessary action to :-

01. The Chief Secretary to the Government of West Bengal
02. The Additional Chief Secretary to the Government of West Bengal.
03. The Chairman / Registrar _____
04. The Principal Secretary / Secretary _____
05. The Divisional Commissioner [All] _____
06. The Special Secretary / Additional Secretary [All] _____
07. The Joint Secretary / Commissioner[All] _____
08. The Private Secretary to the M.I.C. / M .O.S.
09. The _____
10. The P.A. to the Special Secretary of this Department [P.A.Cell]
11. The Deputy Secretary of this Department, Group-H [P.A.Cell]
12. The Assistant Secretary, Finance Department, Group H [P.A.Cell] Writers` Buildings,
13. The Dealing Assistant.
14. Smt. Anjana Saha, U.D. Assistant of this Department.
15. Shri Sumit Mitra, Network Administrator, Finance Department.
_____ for uploading this order in the website of Finance Department.
16. Shri Soumitra Biswas, Senior Software Developer of Finance Department.
17. Office Copy.


Deputy Secretary
Government of West Bengal