

**Government of West Bengal  
Finance Department  
Audit Branch**

No. 7663-F(Y)

Kolkata, the 6<sup>th</sup> September, 2012

**M E M O R A N D U M**

**Subject: - Reemployment of retired employees on contractual basis in Kolkata Pay & Accounts Office-I, II & III.**

In view of severe shortage in manpower in Kolkata Pay & Accounts Offices, the filling up of at least key posts in those offices was under active consideration of the Government for some time past. After careful consideration of the matter it has been decided that **6(six) posts of Junior Accountant, 45(forty-five) posts of Lower Division Clerk and 6(six) posts of Group-D shall be filled up in Kolkata Pay & Accounts Offices on contractual basis and on a consolidated pay of Rs.12, 000/-, Rs.10, 000/- and Rs.8, 000/- per month respectively for a period of 6(six) months or till the regular filling up of those posts, whichever is earlier.**

2) **The following guidelines should strictly be adhered to while filling up the above posts.**

- a) 'Open Advertisement' seeking applications in the prescribed format from the retired employees of Kolkata Pay & Accounts Offices, who have not yet attained the age of 65 (sixty-five) or from those who are going to retire from Kolkata Pay & Accounts Offices after the date of advertisement but before the last date of submission of applications, is to be published by giving 15 (fifteen) days' notice/time in at least two newspapers, **one in English and the other in Bengali having wide circulation.**
- b) 'A Selection Committee' would be constituted and the 'Committee' would comprise the following Officials:
  - i) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I to be nominated by the Director of Treasuries & Accounts, West Bengal as 'Chairperson'.
  - ii) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II & The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III and
  - iii) A senior Officer from the Directorate of Treasuries & Accounts, West Bengal or any other officer under the Directorate who may be nominated by the Director of Treasuries & Accounts, West Bengal as 'Member Secretary'.

- c) The committee would verify the past service records of the applicants and interview them to verify their physical fitness and mental alertness and suitability to the posts applied for. Based on the recommendations of the committee, the Pay & Accounts Officer, Kolkata Pay & Accounts Office-I shall issue appointment letters to those selected for contractual appointment on consolidated pays as mentioned above for a period of 6(six) months for the present.

3) This order issues with the concurrence of Group-P (Service) under U.O No.877 dated 10.8.2012.

Sd/- S.K. Paul

Special Secretary to the  
Govt. of West Bengal

No. 7663 /(6)-F(Y)

Kolkata, the 6<sup>th</sup> September, 2012

**Copy forwarded for information & necessary action to:**

1. The Pr. Accountant General (A &E) , West Bengal, Treasury Building, Kolkata-1
2. The Director of Treasuries & Accounts, 4, Lyons Range (2<sup>nd</sup> & 3<sup>rd</sup> Floor), Kolkata-1
3. The Pay and Accounts Officer ,Kolkata Pay and Accounts Office-I ,81/2/12,Pherrs Lane, Kolkata-700012
4. The Pay and Accounts Officer , Kolkata Pay and Accounts Office-II, P-1 Hyde Lane , Kolkata-700073
5. The Pay and Accounts Officer, Kolkata Pay & Accounts Office-III, I.B Market 1<sup>st</sup> Floor Sector-III Salt Lake Kolkata-700091.

✓ 6. Office copy.

*Kshobha Chatterjee*

Deputy Secretary to the  
Govt. of West Bengal