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## CERTIFICATE OF TRANSFER OF CHARGE

(See Rule 61 of West Bengal Financial Rules Volume-I)

With reference of *Rule 61 of West Bengal Financial Rules, Volume-I*, we, the undersigned, have to report that we have this day, *the 3<sup>rd</sup> day of October, 2024, in the forenoon*, respectively delivered over the charge of the office of the *Additional Chief Secretary, Water Resources Investigation & Development Department* and received the charge of the office of the *Principal Secretary, Water Resources Investigation & Development Department* respectively in pursuance of *Personnel and Administrative Reforms Department's Notification No. 1832-PAR(IAS)/7P-49/2011 dated the 1<sup>st</sup> October, 2024*.

Signature of the Relieved Officer:

(Name in block letters)

Service, Designation

(SMT. ROSHNI SEN, IAS)

Additional Chief Secretary to the Government of West Bengal  
Water Resources Investigation & Development Department  
(Additional Charge)

Signature of the Relieving Officer:

(Name in block letters)

Service, Designation

(SHRI MANISH JAIN, IAS)

Principal Secretary to the Government of West Bengal  
Water Resources Investigation & Development Department  
(Additional Charge)

No. 1072/1(34)-WI/O/9M-28/12

Dated, Kolkata, the 3<sup>rd</sup> October, 2024

Copy forwarded for information and taking necessary action to:-

1. The Accountant General (A&E), W.B./ Accountant General(Audit-I), W.B.;
2. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I/II/III, Kolkata;
3. The Chief Secretary to the Government of West Bengal;
4. The Additional Chief Secretary to the Governor of West Bengal;
5. The Additional Chief Secretary, Home Department, Government of West Bengal;
6. **Smt. Roshni Sen, IAS, Additional Chief Secretary, Fisheries, Aquaculture, Aquatic Resources and Fishing Harbour Department;**
7. **Shri Manish Jain, IAS, Principal Secretary, Irrigation and Waterways Department with additional charge of the Principal Secretary, Water Resources Investigation & Development Department;**
8. The Principal Secretary to the Hon`ble Chief Minister, West Bengal;
9. The Principal Secretary, P&AR Department, West Bengal;
10. The Commissioner, P&AR Department (IAS Cell);

Contd.

11. The Special Secretary/Joint Secretary, IAS Cell/Vigilance Cell/ Training Cell/ Pension & GI Cell/ Service Records & Accounts Cell, P&AR Department;
12. The O.S.D. & Under Secretary, Home and Hill Affairs Department;
13. The ACR Section, IAS Cell;
14. The Services Division, DOP&T[AIS-III Section], Govt. of India, New Delhi;
15. The Research Officer, Career Management Division Room No. 215.DOP&T, North Block, New Delhi;
16. The Sr. P.S. to Chief Secretary;
17. The Project Director, West Bengal ADMI Project, Block-14/2, CIT Scheme-VIII(M), ICMARD Buildings, 8<sup>th</sup> Floor, Ultadanga, Kolkata-700067;
18. The Engineer-in-Chief & ex officio Secretary, Water Resources Investigation and Development Department ;
19. The Financial Advisor of this Department;
20. The Director of Personnel & ex officio Chief Engineer, Water Resources Development Directorate, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
21. The Chief Engineer-I, Water Resources Development Directorate, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
22. The Chief Engineer-II, Water Resources Development Directorate, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
23. The Director, State Water Resources Investigation Directorate, Nirman (Sech) Bhawan, 3<sup>rd</sup> Floor, Salt Lake City, Kolkata-700091;
24. The Administrator (Chief Engineer), Teesta Command Area Development Authority, Siliguri, Water Resources Investigation Directorate;
25. The Managing Director, West Bengal Agro-Industries Corporation Ltd., 23B, N.S. Road, Kolkata-700001;
26. The Managing Director, West Bengal State Minor Irrigation Corporation Ltd., 5, Mustaque Ahmed Street, Kolkata-700016;
27. The Private Secretary to the Hon'ble Minister-in-Charge of this Department;
28. The Sr. Law Officer & ex officio Assistant Secretary of this Department;
29. The Sr. P.S. to the Additional Chief Secretary, *Fisheries, Aquaculture, Aquatic Resources and Fishing Harbour Department*;
30. The Sr. P.S. to the Principal Secretary of this Department;
31. The P.S. to the OSD & Special Secretary of this Department;
32. The P.A. to the Joint Secretary (M.I.) of this Department;
33. The Nodal Officer, IT Cell of this Department for uploading this order in the website of this Department;
34. The Guard File.

  
03/10/2024

OSD & Special Secretary  
to the Government of West Bengal