

GOVERNMENT OF WEST BENGAL
Personnel & Administrative Reforms Department
(AR Cell) 'NABANNA'
325, Sarat Chatterjee Road, Howrah- 711 102.

Memo. No.570-PAR(AR)/O/3M-13/2015.

Date :20-05-2015.

Government Order

Improving the efficiency and responsiveness of the State Administration has been the topmost priority of the State Government. After detailed deliberations and careful considerations towards fulfilling the said objective, the Governor is pleased to decide that a Camp / Residence Office will be set up for the Secretaries / Heads of Departments of the State Government with the following infrastructural facilities to enable the officers to devote more time and attention to official work before and after the office hours and even on holidays:

- A. 2 (two) Attendants will be deployed in the Camp / Residence Office whose wages will be paid by the concerned officers at the consolidated rate of casual workers. The payment so made will be reimbursed to the officers by the respective departments on the basis of self-certification by the concerned officers.
 - B. (i) A Computer (ii) a multi-functional colour printer (having the functionality of a FAX, Scanner and Printer combined in one) and (iii) a basic broadband connection with unlimited usage will be provided in the Camp / Residence Office at Government cost. Reimbursement of the cost of annual maintenance contract, consumables i.e. paper, ink etc. will also be made by the respective departments on self-certification by the concerned officers.
2. This order issues in the interest of public service with the concurrence of the Finance Department, Government of West Bengal, vide their U.O. No.: Group T/2015-2016/0071, dated 11-05-2015 & the approval of the competent authority
 3. This order will take an immediate effect.

Sd/-

(Manoj Kumar Agarwal)

Principal Secretary to the Government of West Bengal

Memo. No.570/1-PAR(AR)/O/3M-13/2015.

Date :20-05-2015.

Copy forwarded for information and necessary action to:

1. The Additional Chief Secretary / Principal Secretary / Secretary,
_____ Department;
2. The Commissioner, Presidency / Burdwan / Jalpaiguri Division;
3. The District Magistrate (All) _____ District;
4. The Principal Accountant General (A&E), W.B. / Accountant General (Audit-1), W.B.;
5. The Pay & A/cs. Officer, Kolkata Pay & A/cs. Office, 81/2/2, Phears Lane, Kolkata-12;
6. The Pay & A/cs. Officer, Kolkata Pay & A/cs. Office-III, IB Market, 3rd floor,
Sector-III, Salt Lake, Kolkata-700 106;
7. I.T. Cell of this Deptt. for uploading it in the Website of P.& A.R.

(Manoj Kumar Agarwal)

Principal Secretary to the Government of West Bengal.