

XI. PROMOTION, CONFIRMATION AND LIEN

**Government of West Bengal
Home Department
General Administration**

MEMORANDUM

No. 339-GAC(Vig.)

Dated, Calcutta, the 28th March, 1973

Sub : Government Servants having doubtful integrity – instruction regarding grant of promotion and extension/re-employment.

The Committee on prevention of corruption have, inter alia, made the following recommendations in their report.

- i) Great care should be exercised in selecting officers for appointment to high administrative posts. Only those whose integrity is above board should be appointed to such posts.
- ii) At the time of making selections from non-gazatted to gazatted ranks for the first time, all those whose integrity is doubtful should be eliminated.
- iii) Every officer whose duty it is to sponsor a name for promotion should be required to record a certificate that he had seen the record of service of the Government servant and is satisfied that the Government servant concerned is a man of integrity.
- iv) An essential condition for the grant of extension or re-employment should be that the person concerned has had a good reputation for integrity and honesty. If this condition is not fulfilled, the person concerned should not be considered eligible for grant of extension or re-employment.

2. The above recommendations have been accepted by Government. It has been decided that an officer who does not have a reputation for honesty should not be placed in a position in which there is considerable scope for discretion. The authority concerned should, before recommending an officer for appointment to a responsible post where there is considerable scope for discretion, take into accounts all relevant factors regarding his integrity and reputation for honesty and impartiality. It has also been decided that whenever cases of officers are being considered for promotion to high administrative posts or to gazatted posts from non-gazatted post, the electing authorities should give particular attention to the integrity of the individuals concerned and all those whose integrity is not above board should not be promoted to such posts. Similarly, whenever a proposal for grant of extension of service or re-employment to an officer is under consideration, the officer's C.C.R. and personal file should be carefully scrutinized and all other relevant information available should be taken into account to judge whether the officer has a good reputation for honesty and integrity. In cases when the officer is not considered to have a good reputation for honesty and integrity, he should not be considered eligible for grant of extension or re-employment in service.

3. For the purpose mentioned above, the competent sponsoring authority should satisfy itself and record a certificate as follows :

“Having scrutinized the confidential character roll and personal file of Shri/Shrimati who is known to me for years and having taken into account all other available information, I certify that he/she has a good reputation for integrity and honesty”.

4. This should be brought to the notice of all Heads of Departments Officers for informations and guidance.

A. Nyogi
Chief Secy. to the Govt. of West Bengal

**Government of West Bengal
Home Department
Personnel & Administrative Reforms Branch**

MEMORANDUM

No. 224-P&AR(Vig.)

Dated Calcutta, the 12th June, 1980

The question of confirmation or promotion of Government servants, whose conduct is under investigation or against whom disciplinary/ criminal proceedings have been started/contemplated has been under review by Government for some time past.

2. After careful consideration of the matter, it has been decided by Government that -
- I) the confirmation/promotion/efficiency bar crossing/selection grade appointment of a Government servant or recruitment of in-service candidates to higher posts should not be held up merely because enquiries are pending in the Vigilance Commission. These should be held up only when departmental proceedings have been initiated or when the Vigilance Commission has recommended that departmental proceedings be initiated and Government has not taken any decision thereon at the time of question of confirmation/promotion etc. has come up.
 - II) the confirmation/promotion/efficiency bar crossing/selection grade appointment of a Government servant or recruitment of in-service candidates to higher posts should not be held up in cases, where disciplinary proceedings having been started, have continued for more than three years, unless the delay in the disposal of the disciplinary proceedings is due to any dilatory tactics employed by the Government servant concerned or due to proceedings in a Court of law started at the instance of the officer concerned. However, when confirmation/promotion/efficiency bar crossing/selection grade appointments or recruitment of in-service candidates to higher posts is allowed to anyone against whom disciplinary proceedings are pending, it should be ordered to be "on a provisional basis".
 - III) the confirmation/promotion/efficiency bar crossing/selection grade appointment or recruitment of in-service candidates to higher posts should be held up in a case where the Government servant has been placed under suspension, pending disciplinary proceedings, or Government has started criminal proceedings against such Government servant in a Court of Law.
3. The instructions contained in the Home (General Administration) Department's Memorandum No. 339-GAC dated 28th May, 1973 (copy enclosed) which refers to selection of officers for appointment to high administrative posts or grant of extension or re-employment, remains in force. However, para 1(ii) of that Memo., which refers to selections from non-gazetted to gazetted posts for the first time, should be treated as cancelled. Accordingly the words "or to gazetted posts from non-gazetted ranks" occurring in para. 2 of the Memo. should also be deemed to have been deleted.
4. This order does not in any way modify the Memo. No. 587-GAC(Vig.) dated the 25th May, 1976 (copy enclosed) which refers to premature retirement of Government servants under rule 75(aa) of the West Bengal Services Rules Part - I.

A.K. Sen
Chief Secretary to the Government of
West Bengal

To
The Secretary, L and L.R. Department of this Government

Memo No. 9925(30) Apptt

Copy with the copy of enclosures forwarded to :-

- 1) The Additional District Magistrate (LR),
 - 2) The Registrar, Board of Revenue, West Bengal,
 - 3) Section
- for information and necessary action.

Sd/-Illegible
Assistant Secretary
Board of Revenue, West Bengal

Calcutta
The 4th July, 1980
Board of Revenue, West Bengal,
Writer's Buildings, Calcutta - 1.

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Government of West Bengal
Finance Department

August 5, 1981

Statement on Promotion Policy

1. A statement indicating the State Government's major decisions on the recommendations of the Second Pay Commission was laid on the floor of the State Legislative Assembly by the Finance Minister on April 20, 1981. Subsequently by a Press Note issued on May 27, 1981, a number of other decisions were announced with respect to fixation of pay of employees in the new scales.

2. Taking into account the views expressed by the Pay Commission, the State Government has now formulated certain decisions regarding promotion of employees; these are being set forth below. On a number of issues further details will be worked out by the individual Departments after consultation with the Finance Department and representatives of employees' associations. It is the intention of the Government to review the promotion policy after three years so that problems, if any, encountered in the implementation may be satisfactorily resolved.
3. The Government is fully in consonance with the view that there should be scope for promotion for all categories of employees and, in general, no employee should end his career where he began because of lack of avenues of promotion. A number of measures are being taken to implement this policy.
4. In the case of State Services, including the State Civil Service, State Health Service and State Engineering Service, the number of posts currently available in scales 18 and 19 are being increased with effect from April 1, 1981; these posts will be filled through promotion, on the basis of merit-cum-seniority, from within the respective service and departmental cadres. The re-arrangement of posts within each cadre is listed in the annexure.
5. It was announced on April 20 last that the Government was considering whether, in a number of cases, Assistant Engineers, who are assigned additional responsibilities, can be given a special pay in addition to their grade pay. It has now been decided that a special pay of Rs. 100 per month will be attached to upto 15 percent of the posts of Assistant Engineers in each department, and will be offered to incumbents called upon to discharge special responsibilities.
6. Following the recommendations of the Pay Commission, the quota of posts of Assistant Engineers to be filled by promotion of Sub-Assistant Engineers is being raised from 30 to 40 percent for each departmental cadre with effect from April 1, 1981. 15 percent of the total cadre strength of Executive Engineers in each departmental cadre will be filled by promotion from the rank of Sub-Assistant Engineers; a minimum period of 10 years of satisfactory service as Assistant Engineer will constitute the eligibility for such promotions.
7. Members of the State Health Service, who are transferred to teaching positions, will be carried on scales 26, 27 and 29 respectively in lieu of the assigned scales of 17, 18 and 19. Certain other decisions concerning the conditions of service of members of the State Health Service are being separately announced.
8. The State Government reiterates its decision that some of the highest administrative posts in the State Government will be made available to State level officials of proven merit. Meanwhile, it has been decided to induct, with immediate effect, members of the State Services to a number of administrative posts in the technical departments as well as to set apart a post of Additional District Magistrate in each district for members of the State Civil Service. Details regarding these arrangements will be separately announced.
9. In partial modification of paragraphs 25 of the Finance Minister's statement on April 20, Assistant Secretaries and Sub-Divisional Officers will receive a special pay of Rs. 100 per month in addition to their scale pay. Deputy Secretaries will receive a special pay of Rs. 200 per month subject to a ceiling of pay plus special pay of Rs. 2,250 per month.
10. As far as employees in the junior categories are concerned, it has been decided that where creation of promotional posts with higher duties and responsibilities is not feasible, provision will be made, subject to satisfactory performances, for fitment into higher scales of pay after a certain number of years of service. In the case of Sub-ordinate Services and Junior Services the scope for promotion will be expanded by raising the existing promotion quotas; the quota for promotion from Sub-ordinate services to Junior Services is being re-fixed, in the range of 60 to 75 percent, that from Sub-ordinate to State Services at 40 percent and from Junior Services to corresponding State Services too at 40 percent. Employees completing fifteen years of satisfactory services will be eligible for such promotion. The details will be worked out by the administrative departments.
11. The Scope for advancement is being significantly expanded at the Group C and D levels too, seniority and satisfactory open performance report will be the criteria here. As announced on May 27, 1981, State Government employees on the revised scales of 1 to 13 who have not earned any promotion even after 18 years of continuous satisfactory service are being fitted into respective next higher scales. It has now been decided that the prospects for advancement will be further enlarged for the lower grade employees through some additional provisions.

12. For all levels and categories of Group D employees, one-third of the posts will be carried on the respective higher scales next to the basic scales, and will be filled by selection on the basis of completion of 15 years of satisfactory service on the basic scales. Besides, Group D employees who have passed the School Final Examination will be offered promotion to the level of Lower Divisions Assistants, 10 percent of the posts of Lower Divisions Assistants will be kept reserved for this purpose. Posts such as Duftaries, Record Suppliers, Duplicating Machine Operators etc. carried on scales 2 to 4 will be filled only by promotion from Group D employees.

13. It has also been decided that a Group D employee, starting on Scale 1 and earning no promotion (movement from Scale 1 to Scale 2 after 18 years of continuous service not being considered as promotion) even after 27 years of service, will be allowed to move from scale 2 to scale 3 without any change in post, designation or duties and other services conditions.

14. Drivers, who will start on Scale 5, will, after 15 years of satisfactory service, be eligible for fitment into Scale 6; one-third of the total number of posts of Drivers will be carried on the higher scale. One-third of the total posts of all technical and non-clerical personnel on Scale upto 6 may similarly be set aside for such fitment; the eligibility in all such cases will again be a minimum of 15 years of satisfactory service.

15. Typists and Telephone Operators will be carried on three scales; Scale 6 will be the basic scale, while scales 9 and 11 will be the higher scales; the ratio between the three scales will be 5:4:1. Continuous satisfactory service for 10 years in the basic scale will constitute the eligibility for movement to Scale 9, and 10 years of satisfactory service on Scale 9 will constitute the eligibility for movement to Scale 11.

16. For Stenographers and Personal Assistants, the basic scale is scale 9 and the higher scales are Scales 13 and 16; the ratio of distribution of the posts between the three scales will be 4:3:3.

17. In the case of Sub-Assistant Engineers, Surveyors, Draftmen and other diploma holders, one-third of the total posts will be on the higher scale as in other cases, the eligibility for movement to the higher scales will be 15 years of satisfactory service.

18. The State Government accepts in principle the Commission's recommendations that all Lower Division Assistants in the Secretariat be brought together in a combined cadre and similarly that Upper Division Assistants, Section Officers and Registrar too be brought in common pools. A number of transitional problems may arise in effecting this change. The details will be discussed by the Finance Department with the respective departments and respective Employees' associations.

19. It has been decided that the ratio of posts of Lower Division Assistants to those of Upper Division Assistant will be fixed at 1:1 for the Secretariat; the Directorates and for the regional offices. As in the case of recruitment of Lower Division Assistants in the Secretariat and Directorates, the recruitment of Lower Division Assistants for the districts too is proposed to take place through the Public Service Commission. Consultations will be held with the Commission to ensure the modalities of selection.

20. While working out the details of the promotion policy, care will be exercised so that, in case the existing scheme of promotion is more advantageous to particular groups of employees compared to what has been proposed, the present arrangements are allowed to continue.

21. Other outstanding issues with respect to promotion policy will be examined by the respective administrative departments after due consultations with the Finance Department and the representatives of employees.

No. 5916(62)-F

Calcutta, August 5, 1981

Copy forwarded for information to :

The Department

S. Goswami
Deputy Secretary to the
Government of West Bengal.

ANNEXURE

State Services		Distribution of Posts	
Name of the Department	Name of the Service	Existing	Proposed
Agriculture	Agriculture Service	i) Extension – 270+53+16	250+70+19
		ii) Research – 79+61+07	70+66+11
		Total - 349+114+23	320+136+30
Animal Husbandry & Veterinary	Animal Husbandry Service	100+30+3	91+38+4
	Veterinary Service	62+22+1	53+30+2
	Dairy Development Service	35+14+2	30+18+3
Cooperation Excise Finance	Coppoerative Service	150+9+3	138+19+5
	Excise Service	182+7+1	166+21+3
	Agriculture Income Tax Service	37+3+1	34+6+1
	Audit and Accounts Service	246+14+0	230+29+1
	Commercial Tax Services	494+61+11	462+90+14
	Statistical Service	26+10+1	22+14+1
Fisheries	Fisheries Service	29+12+2	25+16+2
Food & Supplies	Food & Supplies Service	164+56+10	150+61+9
Health	Health Service	6499+738+148	4600+2100+685
Home	Civil Service	1325+353+89	1050+550+167
	Police Service	279+0+0	229+50+0
Labour	Boiler Service	20+11+1	16+15+1
	Factories Service	26+10+1	21+15+1
	Labour Service	120+10+2	100+27+5
	National Employment Service	164+5+1	150+17+3
Public Works and Housing	P.W.D. Roads Construction Board Housing	} Engineering Service 762+220+46	600+325+05
Irrigation and Watereays	Engineering Service	410+116+30	310+194+52
Agriculture	Agricultural Engineering	240+71+15	215+85+26
Health and Family Welfare	Public Health Engineering	145+37+8	120+55+15

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

No. 6302-F

Dated Calcutta, the 29th May, 1984

MEMORANDUM

The Governor is pleased to issue the following instructions regarding enlargement of the scope of promotion for all levels and categories of Group 'D' employees after due consideration of the 'Statement of Promotion Policy circulated with Finance Department Memo No. 5916(62)-F, dated 05.08.1981.

- i) One-third of the total posts of different categories of Group 'D' employees at all levels shall be on the respective higher scales next to the basic scales and shall be termed as Grade I posts of the category concerned. The Grade I posts shall be available with effect from 1.4.81. Such posts shall be filled by promotion according to existing rules and orders. The fixation of pay on promotion to such Grade I posts shall be made under rule 11 of W.B.S. (ROPA) Rules, 1981.
 - ii) In case of all categories of Group 'D' employees, the benefit of scale No. 3 (Rs. 245-455/-) shall be allowed on completion of 27 years of satisfactory service to all those who have not already been promoted to scale No.3 (Rs.245-455/-) in accordance with sub para (i) above. The benefit shall be available with effect from 1.4.81. As a special dispensation the fixation of pay in such cases shall be made in terms of rule 11 of the W.B.S. (ROPA) Rules, 1981.
2. The appointing authorities in respect of the concerned employees shall be the competent authority to implement the instructions above.
 3. It may be noted that under rule 9 of the W.B.S. (ROPA) Rules, 1981 the benefit of next higher scale of pay is already available in certain contingencies after completion of 18 years service.
 4. The Governor is further pleased to order as a temporary measure that the appointing authorities for different categories of Group 'D' posts in different offices and establishments shall be competent to exercise the power of creating Grade I posts in terms of para 1(i) above by conversion of basic grade Group 'D' posts of different categories without further reference to the Administrative Department and the Finance Department, to the extent as is necessary in terms of this order. In all orders sanctioning conversion of such posts, the power delegated under this order shall be cited.

It is however clarified that these temporary powers will not cover new posts that may have to be sanctioned in the Secretariat Departments, Directorate, Regional offices and establishments. For the creation of such new posts the prior concurrence of the Finance Department will as usual be needed.

5. The creation of Grade I posts in Group 'D' cadre in terms of para 1(i) above shall be provisional and subject to ratification and approval by the Finance Department for which necessary proposals duly supported by all relevant facts and figures shall be forwarded to the Finance Department immediately after issuance of orders creating such posts.

P.K. Sarkar
Secretary to the
Government of West Bengal
Finance Department

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Government of West Bengal
Office of The Board of Revenue, West Bengal
Section CII, S&S – Branch

NO. 6673-S&S/155/84

Dated, Calcutta, the 22nd May, 1985

ORDER

The undersigned is directed to say that there are posts of Amins & Junch Mohurrirs with separate nomenclatures under the administrative control of the Director of Land Records & Surveys, West Bengal borne on identical scale of pay of Rs. 300-10-400-15-565-20-685/-. The duties and functions of Amins and Junch Mohurrirs are inter-changeable and for this reason a common Gradation List for those two categories of staff is maintained at the level of the Directorate of Land Records & Surveys for the purpose of their promotional appointments to the next higher posts.

2. Now a question has arisen whether the above categories of posts should be treated as unified cadre for the purpose of creation of Grade I posts in terms of the Finance Deptt's memo no. 6303-F, dated 29.05.84.

3. After due consideration, the Governor has been pleased to order that the posts of Amins and Junch Mohurrirs having same functions and same scale of pay of Rs. 300-685/-, should be taken together for the purpose of creation of Grade I post of the respective category in terms of Finance Deptt's memo. 6303-F dated 29.5.84 subject to fulfillment of other conditions as laid down therein.

4. This order issues with the concurrence of the Finance Deptt. Vide their u/o no. Group D(III)-59, dt. 22.4.85.

5. The Accountant General, West Bengal, is being informed.

R. Dasgupta
Asstt. Secretary, Board of Revenue &
(ex-officio)Asstt. Secretary to the Govt. of West Bengal
Land and Land Reforms Deptt.

Memo No. 6674(10)-S&S

Copy forwarded for information to the :

- 1-2) ***
3) Settlement Officer, Darjeeling-Jalpaiguri-Coochbehar R.S.O.
P.O. & Dist. – Coochbehar.

Dated Calcutta the 22nd May,/ 3.6.85

R.Dasgupta
Asstt. Secretary, Board of Revenue West Bengal

STATEMENT

Un-revised time scale of pay of Scale No. 6 (Rs. 300-685/-)

Post/Cadre	Scale of Pay prior to 1.4.61	1.4.61 under W.B.S.(ROPA) Rules, 1961	1.4.70 under W.B.S. (ROPA) Rules, 1970	1.4.81	Remark
Jr. B/Admin. B/Amin	Rs. 40-1-60/- Rs. 50-80/-	Rs. 100-140/- Rs. 100-140/-	Rs. 185-350/- Rs. 180-350/-	Amin Rs. 300-685/-	G.O. No. 6673-S&S/155/84 dated 22.05.85
Jr.J/M Sr.J/M	Rs. 40-1-60/- Rs. 50-80/-	Rs. 100-140/-	Rs. 180-350/-	Junch Mohurris Rs. 300-685/-	D0
Peshkar	Rs. 55-100/-	Rs. 125-200/-	Rs. 230-425/-	Rs. 300-685/- plus Spl. Rs. 15/-	Under W.B.S. (ROPA) Rules, 1981
Copyist	Rs. 40-60/ Rs. 50-80/-	Rs. 100-140/-	Rs. 180-350/-	Rs. 300-685/-	G.O. No. 13495-F Dated 15.12.82

Sd/- Illegible
District Land & Land Reforms Officer,
Kochbihar

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

No. 633-F

Dated, Calcutta, the 21st January, 1988

MEMORANDUM

In partial supersession of this department's memo no. 3868-F, dated 31.3.84 read with memo no. 6732-F, dated 12.6.84 the undersigned is directed by order of the Governor to say that the Governor after careful consideration is pleased to decide that the ratio of the posts of L.D. Assistants/Clerks to those of Uppder Division Assistants/Clekrns in the Secretariate, Directorate and Regional Offices and Establishments under the State Government shall be 1:1 (one : one) with effect from 1.4.81 instead of 1.4.84. All other conditions as are laid down in the above noted memos will remain unaltered.

2. The Governor is further pleased to decide that if in any case the number of U.D. Assistant/Clerk posts on the basis of calculation on the strength as on 31.3.81 falls short of what was obtaining on the basis of the strength as on 31.3.84, the status quo will be maintained.

3. The Governor is also pleased to decide that payment of arrears in terms of this order will be made in two instalments equivalent to one third and two thirds of the total arrears to all those employees who will be entitled to under this order. The first installment will be paid within the financial year 1987-88 and the balance will be paid in the financial year 1988-89, provided that for those eligible employees who have already retired or will retire during the current financial year the total amount of arrears will be paid in one instalment preferably during 1987-88. In the event of the first instalment not being paid during 1987-88 for circumstances beyond control the entire amount of arrears will be paid in the financial year, 1988-89.

S. Goswami
Joint Secretary to the Govt. of West Bengal
Finance Department.

Memo No. 633-1(300)-F

Calcutta the 21st Jan. 88

Copy forwarded for information and necessary action to 1. D.L.R. & S., West Bengal.

S. Goswami
Joint Secretary to the Govt. of West Bengal
Finance Department.

Memo no. 737/1793-1/620/B/84

Dated Alipore, the 3rd Feb. 1988

Copy forwarded to the :- The Settlement Officer, Haora-Hugli-Nadia, Hugli

(2-6) ***

M.K. Sarkar
For Director of Land Records and Survey &
Joint L.R.C. West Bengal

(Setout Bengali Matter)

[See Separate Bengali File]

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

No. 5225-F

Calcutta the 17th May, 1995

MEMORANDUM

Under the existing system, the pre-requisite for confirmation is the availability of a permanent post on which no other Government employee holds a lien. The availability of a permanent post depends upon factors such as retirement/resignation of a permanent Government employee, confirmation of a Government employee in a higher post, conversion of temporary posts into permanent ones etc. Further, according to the present procedure, confirmation is not a one-time event in the career of a Government employee. Generally, he has to be successively confirmed in each and every post/service/cadre to which he is promoted subject to the availability of permanent post in each cadre or service.

2. The exercise of identification of permanent vacant posts as well as confirmation of an employee against them has become a time consuming and complicated procedure which has to be gone through before permanent status is conferred upon a Government employee. The delays and complexities involved in complying with the procedural requirements of confirmation often result in a situation where an employee cannot be given his due promotion.

3. Under the circumstances the Government have had under consideration for some time past the issue of delinking of confirmation from the availability of permanent vacant posts and to have confirmation as an one-time event in the career of a Government employee. After due consideration of the matter in all its aspects the Government have now decided that henceforth confirmation should be delinked from the availability of permanent vacant posts and to have confirmation as an one-time event in the career of a Government employees.

4. Pursuant to the above decision, a review of all the existing rules and instructions has been made and the revised procedure to be followed in respect of various matters such as probation confirmation, seniority, lien etc. is incitated below :-

Confirmation :

- (i) Confirmation will be made only once in the service of Govt. employee which will be in the entry post/service/cadre provided further confirmation shall be necessary when there is fresh entry subsequently in any other post/service/cadre by way of direct recruitment or otherwise.
- (ii) Confirmation is delinked from the availability of permanent vacancy in the post/service/cadre. In other words, an officer who has successfully completed the probation and passed departmental examination or undergone training, as prescribed under relevant rules may be considered for confirmation.
- (iii) A specific order of confirmation will be issued when the case is cleared from an angles.
- (iv) If the recruitment rules do not prescribe any probation an officer promoted on regular basis (after following the prescribed procedure) will have all the benefits that a person confirmed in that post/service/cadre would have;
- (v) Where probation is prescribed, the appointing authority will on completion of the prescribed period of probation assess the work and conduct of the officer himself and in case the conclusion is that the officer is fit to hold the higher post, he will pass an order declaring that the person concerned has successfully completed the probation. If the appointing authority considers that the work of the officer has not been satisfactory or needs to be watched for some more time he may revert him to the post/service/cadre from which he was promoted, or extend the period of probation, as the case may be;
- (vi) The provisions of the WBS (Appointment, Probation and Confirmation) Rules 1979, will continue to apply as before.

Lien :

The concept of lien as the title of the Government employee to hold substantively a permanent post will undergo a change. Lien will now represent only the right/title of a Government employee to hold a regular post, whether permanent or temporary, either immediately or on the termination of the

period of absence. The benefits of having a lien in a post/service/cadre will thus be enjoyed by all officers who are confirmed in the post/service/cadre of entry or who have been promoted to a higher post declared as having completed the probation where it is prescribed, or those who have been promoted on regular basis to a higher posts where no probation is prescribed under the rules, as the case may be.

The above right/title, will however, be subject to the condition that the junior most person in the cadre will be liable to be reverted to the lower post/service/ cadre if at any time the number of persons so entitled is more than the posts available in that cadre/service. For example, if a person who is confirmed or whose probation in a higher post has been declared as having been completed or one who is holding a higher post for which there is no probation on a regular basis, reverts from deputation or foreign service and if there is no vacancy in that post/service/cadre to accommodate him, the junior most person will be reverted. If, however, this officer himself is the junior most, he will be reverted to the next post/service/cadre from which he was earlier promoted.

4. This order takes immediate effect, but it shall be deemed to have covered all past cases where the ad-hoc appointments could not be regularized only on account of non-confirmation in the lower feeder posts, even though the Govt. employees concerned were confirmed at some stage in their career.

5. Necessary amendments of the relevant rules/regulations will be made in due course.

R.K. Bose
Officer-on-Special Duty & Ex-Officio
Deputy Secretary to the Government of West Bengal
Finance Department

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Government of West Bengal
Finance Department
Audit Branch

No. 7065-F

Calcutta the 22nd June, 1995

MEMORANDUM

Sub : Preparation of the list of eligible group 'C' & Group 'D' employees for promotion to the posts of L.D. Asstt. / Clerks under the 10% quota reserved for them.

Under the existing rules, 10% of vacant L.D. posts in the Secretariat, Directorate and Regional Offices are to be filled up from amongst the eligible Group 'C' and Group 'D' employees. A confusion persists in certain quarters in respect of preparation of the list of eligible candidates for the purpose. It has been observed that almost in all cases Group 'C' employees are placed above in the list while group 'D' employees are placed below in order, because of the fact that the former belongs to a scale of pay higher than that of the latter. As a result group 'D' employees very seldom get a fair chance of getting selected almost always being out of the zone of consideration. The position being anomalous, several representations were received by Govt. to consider, and to lay down a guideline in the matter.

2. After careful consideration of the matter in all its aspects the Governor is now pleased to lay down the following guide-lines :-

- i) A list of eligible candidates comprising both Group 'C' and Group 'D' employees is to be prepared strictly on the basis of the date of their joining the service irrespective of the fact which group they belong to.
- ii) All Govt. Employees belonging to Group 'C' and Group 'D' service should themselves be responsible to apprise their appointing authorities the fact of their acquisition of the requisite qualification, failure of which is to be treated as a disqualification for consideration of their candidature at the material time of filling up of the required posts.
- iii) The year of passing of Madhyamik or equivalent examination should not be given any weightage in preparing the list of eligible candidates. In other words, senior employees, even if they acquire their requisite qualification later than a junior but are in possession of the same at the material time of filling up of the posts, shall continue to be treated as senior.

- iv) A fresh list of eligible candidates should invariably be prepared each and every time for filling up of L.D. post(s) inserting the names of those who have acquired their requisite qualification in the meanwhile.
3. This order takes immediate effect.

A.K. Chakraborty
Deputy Secretary to the Govt. W.B.

No. 7065/1(400)-F

Calcutta the 22nd June, 1995

- 1-4
5. The Dist. Magistrate, Howrah P.O. & Dist. Howrah
6-11

Sd/- Illegible
Deputy Secretary to the Govt. W.B.
Finance Deptt.

Copy of No. 6260-GBIII / 94/93 dated Calcutta the 15/20th Sept. 1995 from the Board of Revenue, West Bengal to the Director of Land Records & Surveys, West Bengal.

Sub : Retention & Creation of Grade-I 'D' Group post by conversion of basic grade posts.

The undersigned is directed to refer to his memo. No. 144/2988/B-1/92 dated 8.6.95, on the above subject and to say that there were 6974 Gr. D posts in the scale of pay of Rs. 220-388/- as on 1.3.81 in different settlement offices under Director of Land Records & Surveys, West Bengal. In terms of the authority delegated in para (4) of Fin. Deptt's memo no. 6302-F dated 29.5.84 sanction was accorded to creation of 2324 Grade-1 'D' Group posts in the scale of pay of Rs. 230-414/- under D.L.R.&S W.B.'s order no. 108/4687/B/84 dated 10.4.85 by conversion of equal no. of basic grade posts.

In view of the facts & figures supplied by the D.L.R.&S. W.B. the Governor has been pleased to ratify the order no. 108/4687/B/84 dtd 10.04.85 of D.L.R.&S. W. Bengal sanctioning provisional creation of 2324 Gr.-I 'D' Group posts in the scale of pay of Rs. 230-414/- w.e.f. 1.4.81 by conversion of equal no. basic grade post in terms of Fin. Deptt.'s memo. No. 6302-F dtd. 29.5.84

This order issued with the concurrence of Fin. Deptt. Vide their u/o. Gr-P(Service) 2201 dated .4.9.95
Memo No. 144/5852-71/B-1/92 dated Alipur, the 10th Oct, 1995.

Copy alongwith a copy of this dte No. 108/4687/B/84 dated 10.4.85 forwarded to :-

- 1) Dist. Land & Land Reforms Officer. for information and necessary action.
- 2) Guard file B- Group.

S.C. Bera
for Director of Land Records & Surveys & Jt.
Land Reforms Commissioner,
West Bengal

**Government of West Bengal
Office of the Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, West Bengal
35, Gopalnagar Rd. Alipore, Calcutta-700027**

Order No. 108/4687/B/84

dated Alipur the 10.4.85

In terms of the authority delegated in para (4) of Finance department memo no. 6302-F dated dated 29.05.84 sanction is hereby accorded to the creation of the Grade-I 'D' Group posts in the scale of pay of Rs. 230-414/- as detailed below in different settlement offices under this Directorate.

Name of the Post.	Total no. of posts with effect from 1.4.81	Total no. of Grade-I 'D' Group posts in the scale of pay of Rs. 230-414/- admissible.
'D' Group posts (viz. Peon, Guard, Cleaner, Sweeper, etc) in the scale of pay of Rs. 220-388/-	6974	2324

2. The sanction is provisional and is subject to ratification and approval by the Finance Deptt. in due course.
3. The Accountant General, W.Bengal is being informed.

T. Ghosh
Director of Land Records & Surveys,
W. Bengal

Memo No. 108/4688-98/B/84 dated Alipur, the 10.4.85

Copy forwarded to :-

- 1) The Accountant General, W.Bengal for information.
- 2) Settlement Officer, for information. The list of employees who are eligible for appointment to the Gr.-I 'D' Group posts in the scale of Rs.230-414/- against the posts created above is being sent to him separately for issues necessary orders from his end.
- 3) Gradation List Cell for information and necessary action. The list of employees eligible for appointment to the aforesaid Grade I 'D' Group posts may please be prepared early for its transmission to Settlement Officers.

Sd/- Illegible
For Director of Land Record & Surveys,
West Bengal

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Government of West Bengal
Land and Land Reforms Department, West Bengal
Section BIII : GBIII-Branch

ORDER

No. 6857-GBIII

Dated Cal. the 27th Oct. 1997

Sub. : Creation of Grade – I posts of Peon/Night Guard in the Integrated Setup under D.L.R.&S., W.B.

6610 posts of Peon/Night Guard were created in the Integrated set up under Land Reforms Administration w.e.f. 1.7.84 in the scale of pay of Rs. 220-388/- in terms of erstwhile Board of Revenue's Order No. 6104(16)TDR dated 26.6.84. Subsequently scale of pay of the aforesaid posts was revised to Rs. 800-1265/- w.e.f. 1.1.86 under W.B.S. (ROPA) Rules, 90. The incumbents of the said posts were declared confirmed w.e.f. 1.7.87

Question of creation of Grade –I posts in respect of the posts mentioned above in terms of F.D. NO. 6302-F dt. 29.5.84 was under consideration.

After careful consideration the Governor has been pleased to create 2203 Gr.-I posts of Peon/Night Guard in the scale of pay of Rs. 830-1357/- by conversion of equal number of basic grade posts in terms of F.D. Memo. No. 6302-F dt. 29.5.84.

This order issues with the concurrence of F.D. vide their u/o. No. 1865 Gr. 'D' (Services) dt. 24.9.97.

R.K. Biswas
Deputy Secretary,
Land & Land Reforms Deptt. W.B.

No. 6857/1(3)/GBIII

Dated 27.10.97/05.11.97

Copy forwarded for information and necessary action to :-

- 1) The Accountant General, W.B.
- 2) The Finance Department.
- 3) The Director of Land Records and Surveys, W.B. with reference to their memo. No. 155/3815/BI/96 dt. 24.9.96.

Sd/- Illegible.
Assistant Secretary,
Land & Land Reforms Deptt. W.B.

Government of West Bengal
Land and Land Reforms Department, West Bengal
Section BIII : GBIII-Branch

ORDER

No. 6858-GBIII

Dated 27th October 1997

Sub. : Creation of Grade – I posts in the cadre of Bhumi Sahayak in the Integrated Set up under D.L.R.&S., W.B.

3305 posts of Bhumi Sahayak were created in the Integrated set-up under Land Reforms Administration w.e.f. 1.7.84 in the scale of pay Rs. 280-617/- in terms of erstwhile Board's No. 6096(16)TDR dt. 26.6.84. Subsequently scale of pay of Bhumi Sahayak was revised to Rs.980-1617/- w.e.f.1.1.86 under W.B.S. (ROPA) Rules, 90. the incumbents of the said posts were declared confirmed w.e.f. 1.7.87. Later, the scale of pay of Bhumi Sahayak was enhanced to Rs. 1040-1920/- w.e.f. 30.4.90. Question of creation of Grade-I posts of Bhumi Sahayaks in terms of Finance Deptt's Memo. No. 6303-F dated 29.5.84 was under consideration for sometime past.

After careful consideration the Governor has been pleased to create 1101 Grade-I posts of Bhumi Sahayak in the scale of pay of Rs. 1140-2160/- w.e.f. 1.7.87 by conversion of equal number of basic grade posts in terms of F.D. Memo No. 6303-F dt. 29.5.84 read with No. 13641-F dated 18.12.87.

The Governor is further pleased to revise the scale of pay of the aforesaid 1101 Gr. I posts of Bhumi Sahayak created in proceeding para to Rs. 1200-2360/- w.e.f. 30.4.90 as the scale of pay of Bhumi Sahayak was revised to Rs. 1040-1920/- w.e.f. 30.4.90.

This order issues with the concurrence of F.D. vide their u/o. No.8 Group 'P' (Service) No. 1865 dt. 24.9.97.

R.B. Biswas
Deputy Secretary,
Land and Land Reforms Department.

No. 6858/1(3)-GBIII

Dated Cal. The 27th Oct. 1997
5.11.97

Copy forwarded for information and necessary action to :-

- 1) The Accountant General, W.B.
- 2) The Finance Department,
- 3) The Director of Land Records and Surveys W.B. with reference to his memo. No. 155/3815/BI/96 dated. 24.9.96

Sd/- Illegible
Assistant Secretary
Land and Land Reforms Department, W.B.

●
Government of West Bengal
Finance Department
Audit Branch

No. 13641-F

Calcutta the 18th Dec. 1987

MEMORANDUM

In para 1(ii) of Finance Deptt. Memo No. 6303-F dated 29.5.84 (copy enclosed) the following instructions regarding enlargement of scope of promotion for technical and non-clerical personnel in scales upto 6 were issued after due consideration of the statement on promotion policy circulated with Finance Deptt. Memo. No. 5916(62)-F dated 5.8.81.

“One-third of total posts of all technical and non-clerical personnel in scale no.3 (Rs.245-455/-), Scale No. 4 (Rs. 260-537/-), Scale No. 5 (Rs. 280-617/-) and Scale No. 6 (Rs. 300-685) shall be on the next higher scale and shall be termed as Grade-I posts of each such category. The above distribution shall be inclusive of the existing Grade – I posts, if any, in such categories. The additional Grade-I posts, if any, shall be available with effect from 1.4.81. Such posts shall be

filled by promotion according to existing rules and orders. The appointment from basic grade to Grade-I posts in respect of different categories shall be treated as promotion. The fixation of pay of such promotion shall be made in terms of rule 11 of WBS (ROPA) Rules, 1981.

2. It has been brought to the notice of the Government that the next higher pay scales allowed to the aforesaid Grade-I posts have afforded little monetary benefit to the employees concerned.

3. After careful consideration of the matter and in partial modification of the Finance Deptt. Memo No. 6303-F dated 29.5.84, the Governor is pleased to decided that the pay scales attached to aforesaid Grade-I post shall be second next higher to the basic grade scales of the posts instead of the next higher scales subject to the condition that this will not apply where the normal promotional scale is on the next higher scale in respect of which the Grade-I scale should also be the next higher scale.

EXAMPLES :

Basic scale – Scale No. 5 (Rs. 280-617/-) Grade- I scale will be scale no. 7 (i.e. Rs. 340-750/-) in place of existing Grade-I scale No. 6 (i.e. Rs. 300-685) where the normal promotion post is not on the next scale (i.e. scale no. 6 Rs. 300-685/-).

4. The conditions relating to fixation of pay, creation of aforesaid Grade-I posts as laid down in Finance Deptt. Memo No. 6303-F dt. 29.5.84 shall remain unchanged. The date of effect of the benefit sanctioned in para 3 above shall be the same as that of the benefit earlier sanctioned in Finance Deptt. Memo No. 6303-F dated 29.5.84 i.e. April 1, 1981.

S. Goswami
Joint Secretary
Government of West Bengal
Finance Department.

— ● —
**Government of West Bengal
Finance (Audit) Department
Writers' Buildings, Calcutta**

No. 10620-F

Dated Calcutta the 19th December, 2000

MEMORANDUM

In order to improve performance, efficiency and accountability of the State Government staff/officers the following decisions have been taken.

1. Group 'D' Employees

Both in case of (i) functional promotion, where on promotion higher responsibility and duties are to be performed, and (ii) non-functional promotion, where on promotion duties and responsibilities of basic posts may remain unchanged, it is required as norms, that (a) 70% marks should be obtained by the concerned employees in terms of attendance in three consecutive six monthly performance reports. and (b) integrity clearance should also be obtained from the concerned controlling authority including a report on behaviour with members of public.

70% marks in attendance would be based in relation to all working days excepting leave on medical ground and leave previously sanctioned. If any employees is found lagging behind 70% marks he/she will have to wait till he/she obtain 70% marks in attendance in consecutive three six monthly instalments.

2. Employees Covered under Open Performance Report (OPR) system.

Functional Promotion

For awarding functional promotion, attendance, integrity, performance, efficiency and seniority would constitute the 'norms' for promotion in the following manner.

(i) 70% marks in attendance in the OPR of three consecutive six monthly periods and (ii) integrity clearance from the Controlling Authority would be considered as eligibility criteria for consideration of the promotion of employee.

(iii) Selection of the employee for promotion would be made on the basis of the following marks :

Attendance	:	25Marks
Performance	:	50 marks
Efficiency and Accountability	:	25 marks

Marks on attendance would be related to all working days excepting leave on medical ground and leave previously sanctioned and would be based on the record of attendance in consecutive three six monthly open performance reports (OPR).

Marks on performance would be related to the quantitatively assigned targets for the employee and his achievements as duly recorded in the Case Book/Case Diary/Note Book/Field Diary in consecutive three six monthly OPRs.

Marks on efficiency and accountability would be related to objection evaluation of the employee for three consecutive six monthly periods by the Reporting Officer regarding his/her (a) knowledge of work, (b) initiative, (c) promptness in disposal of works, (d) communication skill (written and oral) and (e) behaviour with colleagues and members of public. These Evaluation Reports will be maintained in the office of the Appointing Authority.

iv) Of the total marks relating to attendance, performance and efficiency, scoring of 60% would be regarded as qualifying marks for promotion. If any employee is found lagging behind 60% marks he/she would have to wait till he/she obtains 60% marks in consecutive three six monthly OPRs.

v) Promotion will be awarded according to seniority among those who will obtain qualifying marks.

Ex-Cadre Promotion in Functional Posts :

Ex-Cadre promotion means promotion of employees of clerical post to any non-clerical post, of non-clerical post to any clerical post, of non-technical service to any technical post and where the system of both direct recruitment and promotional recruitment exist.

Promotion in the ex-cadre post will be awarded on the basis of competitive examinations linked with the job requirement to be conducted by the concerned authority competent to give promotion. To sit for the competitive examinations, 70% marks in attendance in three consecutive six monthly OPR would determine the eligibility.

Non-Functional Promotions :

For all non-functional promotions attendance, integrity, performance, efficiency and seniority would again constitute the 'norms' for promotion in the manner mentioned in (i), (ii), (iii) and (iv) above.

3. Employees presently covered under the Annual Confidential Report (ACR)

For both functional and non-functional promotion alongwith 70% attendance and integrity clearance, ACR-based evaluation of performance, efficiency and accountability, with added emphasis on behaviour with colleagues and members of public would constitute the norms for promotion.

4. Modified Career Advancement Scheme

The Fourth Pay Commission, in its 2nd Part Volume I of the Report suggested a modified Career Advancement Scheme. The Government has decided to extend the benefit of this modified Career Advancement Scheme after evaluation of norms of attendance, integrity, performance, efficiency and accountability for different categories of employees in the manner mentioned above. The provisions of the existing Career Advancement Scheme introduced vide Finance Department No. 6075-F dated the 21st June, 1990 will henceforth stand modified in so far it relates to the Government employees.

The required length of completion of 10 years of service as prevalent now, under the existing order for movement to the first higher scale will be reduced to 8 years and the movement to the second higher scale will be reduced to 16 years in place of the existing 20 years. The Government employees in Scale No.1-12 on completion of a further 9 years of continuous and satisfactory service and after fulfilling the 'norms' mentioned earlier, will move to the scale second next above the first higher scale provided the concerned Government employee has not got benefit of promotion or advancement to a scale similar to or above the third higher scale before 25 years of service. While computing the requisite length of service in all these cases, the length of service rendered in the revised scale as well as in the corresponding unrevised scale under the previous WBS(ROPA) Rules will be taken into account. On this matter, a separate order is being issued.

5. Provision for interim period from January, 1, 2001 to June 30, 2001

For the interim period from January 1, 2001 functional and non-functional promotion for all categories of employees as a one-time interim measure, will be subject to the norms mentioned above and be based on performance reports (OPR/ACR as the case may be) from January 1, 2001 to June 30, 2001 with benefits given retrospectively from January 1, 2001. Thereafter the length of period for performance will be in conformity with the requisite norms mentioned earlier.

Orders for promotion, functional or non-functional, as will be due from any date falling between January 1, 2001 and June 30, 2001 shall be issued after June 30, 2001 allowing benefits retrospectively from the dates from which such benefits will be due, after fulfilment of the requisite norms mentioned earlier.

6. Detailed guidelines and revised format for OPR and ACR based on this order will be issued shortly, and this order will be given effect from January 1, 2001.

Asok Gupta
Principal Secretary to the
Government of West Bengal
Finance Department

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**Government of West Bengal
Finance Audit Branch Department
Writers' Buildings, Calcutta**

No. 3025-F

Dated Calcutta the 13th March, 2001

MEMO

In partial modification of this Department memo no. 10620-F dated 19.12.2000 it has been decided that paragraphs 5 of the said memo. will be substituted by the following paragraph :

“5. Application of the revised norms of promotion

All promotions, functional or non-functional, as have fallen due within the period upto 31.12.2000 and those as will fall due from any date between 01.01.2001 & 30.06.2001 shall be decided on the basis of norms of promotion as were existing prior to 01.01.2001. For all promotions falling due on or after 01.07.2001, it is decided that till such period when the new norms of promotion cannot entirely cover the minimum period necessary for considering the performance of an employee for deciding his promotion, functional or non-functional, a combination of both the existing and new norms will be applicable, the period of service upto 31.12.2000 being covered under the existing norms and the periods commencing from 01.01.2001 being under the new norms.

B.K. Mazumder
Special Secretary to the
Government of West Bengal
Finance Department

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**Government of West Bengal
Office of the Director of Land Records & Surveys
& Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Alipore, Kolkata – 700027**

Memo No. 149/4871/B-1/2001

Dated Alipur the 29th June, 2001

From : Sri S. Suresh Kumar, I.A.S.
Director of Land Records and Surveys
and Joint Land Reforms Commissioner,
West Bengal

To The District Land & Land Reforms Officer,
Dakshin Dinajpur

Sub. : Promotion to the post of Gr.-I Group 'D'
Ref. His Memo No. 1261/LR dated 27.06.2001

This is to inform him that employees who were confirmed after rendering 3 years continuous satisfactory service, as per existing rules, will be considered for promotion. Hence the date of effect of Grade- I shall be the day after the completion of 3 years from day after the completion of 3 years from the date of appointment.

2) The Group 'D' employees holding scale Rs. 2850-4680/- C.A. Scheme (20 years) may be appointed in the post of Grade-I Group 'D' and they may be allowed scale of Rs. 2850-4680/- as personal to them. No fixation benefit is entitled.

S. Suresh Kumar
Director of Land Records and Surveys and
Joint Land Reforms Commissioner,
West Bengal

Memo No. 149/4872-890/B-1/2001

Dated Alipur the 29th June, 2001

Copy forwarded to D.L.&L.R.O. for information.

S. Suresh Kumar
Director of Land Records and Surveys and
Joint Land Reforms Commissioner,
West Bengal

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Government of West Bengal
Office of the Director of Land Records & Surveys
& Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Alipore, Kolkata-700027

Memo No. 141/87-104/B-1/2000

Dated 7/1/02

To
The District Land & Land Reforms Officers,

Sub. : Promotiion to the post of U.D.C. from the post of L.D.C.

It has been brought to the notice of this Dte. that the employees as mentioned in the list enclosed who are attached to district of Burdwan as per Gradation list of L.D.C. in the integrated set up and who have been promoted to the post of U.D.C. under this Dte. Order No. 141/6640/BI/2000 dated 5/12/2000, are not posted in the office of the D.L.&L.R.O. Burdwan.

He is, therefore, requested to examine whether the employees concerned are now posted in his district. If so, the employees, concerned may be given effect of promotion to the post of U.D.C. in terms of this Dte. Order No. 141/6640/BI/2000 dtd. 5/12/2000 with an intimation of this Dte.

S. Khadder
for Director of Land Records & Surveys and
Joint Land Reforms Commissioner, W.B.

Memo No. 141/105/B-1/2000

Dated 7/1/02

Copy forwarded to the District Land & Land Reforms Officer, Burdwan with reference to his memo no. 24/6301/E/2000 dated 15/10/01 for information.

S. Khadder
for Director of Land Records & Surveys and
Joint Land Reforms Commissioner, W.B.

LIST OF EMPLOYEES WHO DO NOT APPEAR TO BE POSTED IN THE DISTRICT OF BURDWAN

Sl. No.	Name	Sl. No. in Annexure 'A' to this dte. Order No. 141/6640/BI/2000 dte. 5/12/2000
1.	Jagabandhu Roy Gupta	45
2.	Sushil Kr. Saha	53
3.	Dilip Kr. Kar	62
4.	Subimal Sarkar	63
5.	Sudhir Kr. Mukherjee	151
		Sl. No. in Annexure 'B' to this dte. Order No. 141/6640/B/2000 dt. 5/12/2000
6.	Subhas Ch. Pramanik	178
7.	Bimal Ch. Pan	371
8.	Sanjoy Kr. Mukherjee	425
9.	Kartick Ch. Tewari	441
10.	Shyamal Kr. Banerjee	443
11.	Judhisthir Santra	471
12.	Sankar Ch. Mahato	484
13.	Tushar Kanti Ghosh	530

Sd/- Illegible
for Director of Land Records & Surveys and Joint
Land Reforms Commissioner, W.B.

Government of West Bengal
Office of the Director of Land Records & Surveys
& Joint Land Reforms Commissioner, West Bengal

Memo No. 148/3112-29/BI/98

Dated 23/7/02

To
The District Land & Land Reforms Officers,

Sub. : Promotioin to the post of L.D.C./Amin./Bhumi Sahayak

Ref. : This dte. Memo 148/2769-86/BI/98 and 148/2787-2804/B-I/99 and 148/2751-2861/BI/98 dated 2/7/02.

Kindly refer to above quoted Memo Nos. under which list of Gr. -D staff eligible for promotion to L.D.C., Amin and Bhumi Sahayak has been published. He is requested to kindly note the first name and the last name mentioned in the progress as hereunder.

- 1) L.D.C. Sl.No. 1 Achinta Kr. Roy to
Sl. No. 90 Amal Kr. Sarkar
- 2) Amin Sl. No. 1 Sunil Kr. Das to
Sl. No. 31 Prakash Ch. Mondal
- 3) B/S Sl. No. 1 Kabindra Ch. Banerjee to
Sl. No. 61 Tapan Bose

He is also requested to verify S.F. Pass or equivalent certificate by a responsible officer. The candidate who obtained such certificate from any Open School or Mukta Viswa Vidyalaya will not be

considered now. The candidate who obtained S.F. or Equivalent Certificate from Bihar will not be considered now. The matter has been referred to Govt.

D.K. Chaudhuri
Director of Land Records & Surveys
& Joint Land Reforms Commissioner, West Bengal

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Government of West Bengal
Office of the Director of Land Records & Surveys
& Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Alipore, Kolkata-700027

Memo No. 147/3768/BI/99

Dated 2nd August, 2002

To
Sub-Divisional Land & Land Reforms Officer,
Kanthi, Purba Medinipur.

Sub. : Creation of Grade-I post of Amin and J.M. in the erstwhile Settlement Department.

Ref : His office memo no. 715/1-35/2 dtd. 12.3.2002
716/1-24/2 dtd. 12.3.2002
228/Pen-17/2002 dtd. 24.1.02
713/1-24/2/2002 dtd. 12.03.02
714/1-35/2 dtd. 12.3.2002

A copy of erstwhile Board of Revenue, West Bengal's no. 6673-S&S/155/84 dtd. 22.5.85 by the strength of which the Grade-I post of Amin and J.M. in the erstwhile Settlement Deptt. under the Director of Land Records & Survey, W.Bengal were created is enclosed for the purpose of submission of the same alongwith pension papers of the employees concerned as referred to. This Directorate did not receive any other ratification order of Gr-I Amin from L&L.R. Deptt. The Service Books of Sri Sukumar Pramanik, R.I., Sri Surid Rn. Tamil, R.I., Bimal Kr. Das, L.D.C., Hrishikesh Das, R.I. & Sri Abanti Kr. Bhanja R.I. are returned herewith.

G.B. Bandyopadhyay
for the Director of Land Records & Surveys & Jt.
Land Reforms Commissioner, West Bengal

Memo No. 147/3769-87/BI/99

Dated 2nd August, 2002

Copy alongwith the erstwhile Board of Revenue, West Bengal's no. 6673-S&S/155/84 dtd. 22.5.85 forwarded to the Dist. Land & Land Reforms Officer, for information and necessary action.

G.B. Bandyopadhyay
for the Director of Land Records & Surveys, & Jt.
Land Reforms Commissioner, West Bengal

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Government of West Bengal
Finance Department
Audit Branch

No. 4662-F

Kolkata, the 1st June, 2005.

Sub. Period of probation in the promotion post.

The question of prescribing the period of probation in the promotion post for considering further promotion to higher post or grade has been under consideration of the Government for some time past.

2. After careful consideration of the matter the Governor is pleased to decide that unless a different period of probation stands prescribed under any rules regulating recruitment to any post or service or

grade, the period of probation in any promotion post, notwithstanding the provisions of Rule 11 of WBS(ROPA) Rules, 1970 shall be one year and only on successful completion of the period the incumbents may be considered for further promotion to higher post or grade subject to fulfilment of other eligibility criteria for promotion.

3. The period of probation of one year as aforesaid will count from the date of joining the promotion post.

4. This order will take immediate effect.

P.K. Dasgupta
Special Secretary to the
Government of West Bengal,
Finance Department.

No. 4662/1(500)-F

Kolkata, the 1st June, 2005.

Copy forwarded for information and necessary action to :-

- 1) The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
- 2) The Director of Treasuries & Accounts, West Bengal, Stephen House, 4 B.B.D. Bag (East), Kolkata-700001.
- 3) The Pay & Accounts Officer, Kolkata Pay & A/cs Office-I, 81/2/2, Phears Lane, Kolkata-700012.
- 4) The Pay & Accounts Officers, Kolkata Pay & A/cs Office-II, Johar Buildings, P-1, Hyde Lane, Kolkata-700073.
- 5) The District Magistrate/Judge,
- 6) The Commissioner,
- 7) The Accounts Officer, West Bengal Secretariat, Writer's Buildings, Kolkata-700001.
- 8) The Accounts Officer, West Bengal Secretariat, Bikash Bhawan, Bidhannagar, Kolkata-700091.
- 9) The Treasury Officer,
- 10) The Sub-Divisional Officer,
- 11) The Supdt. of Police.
- 12) The Sudtg./Ex. Engineer.
- 13) The Principal, Industrial Training Institute.
- 14) The Dte. of Land Records & Surveys, 35, Gopalnagar Road, Alipore, Kolkata-700027
- 15) The Secretary, Finance Department,

It is requested that this memo. may be circulated to all offices under their control.

Sd/-Illegible
Assistant Secretary to the Government of
West Bengal, Finance Department.