

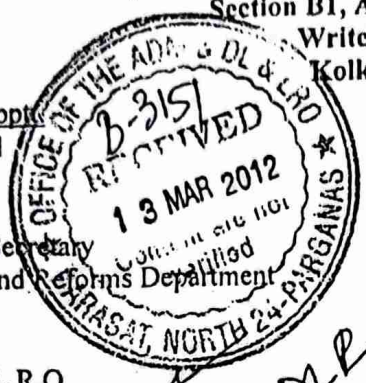
Government of West Bengal
Land & Land Reforms Department
Section B1, Appointment Branch
Writers' Buildings
Kolkata-700 001

As M (LR)
S-991
09/03/12

No. 841-Apppt
1E-12/2011

Date: 09.02.2012

From,
The Joint Secretary
Land & Land Reforms Department



To,
The D.L&L.R.O,
Purulia
P.O- Purulia-Sadar

Subject: - Calendar of ACR of SRO IIs.



Ref:- His Memo. No. 14/3832/Con/2011 dated. 30.12.2011

*CA,
Pls note for guidance
send copy to all
13/3/12*

In reference to his Memo under reference, this is to state that this department's Order No. 29-Apptt. Dated. 03.01.2012 will clear the confusion contained in his Memo. The copy of the order as stated above has already been circulated. Yet another copy is enclosed with this Memo, for taking further necessary action from his end and to request him to issue instruction to the officers under his control to act accordingly. In no ACR routing there is involvement of more than 3 officers. So the 3 spaces meant for Initiating Officer, Countersigning Officer and the Head of the Department may be construed to be the space for Reporting Officer, Receiving Officer & Accepting Officer.

It is also clarified as contained in the G.O No. 3875-L.R/ 3M-55/11 GE(M) dated. 28.07.2011, this change relating to procedure in connection with initiation of ACR take effect from 01.08.2011. So while initiating ACR for 2011-12, please take the pains to send the ACR for 01.04.2011 to 31.07.2011 as per usual procedure (pre issue of G.O No. 3875 dated 28.07.11) and ACR for 01.08.2011 to 31.03.2012 as per provisions of Memo. No. 29/ 1E-12/2011 Apptt. Dated. 03.01.2012. Reporting Officers should initiate and submit the ACR for 2011-2012 to the Reviewing Officer within 30th April, 2012. The Reviewing Officer should in turn fill up his portion within 31st May and submit it to the Accepting Authority, who would fill up his portion within 30th June, 2012.

After completion of furnishing of ACR, the Accepting Authorities as contained in Sl. No. 2,3,4 & 5 of the Order No. 29/ 1E-12/2011 Apptt. Dated. 03.01.2012, should arrange to send it to B 1 Section, Apptt. Branch, Writers' Buildings, L& LR Department within 31st July,2012: In case any such officer reported upon, belong to IAS/WBCS cadre, the concerned Accepting Authority (Sl. No. 2,3,4&5 of the aforesaid Order dated 03.01.12) should send the same to PAR Department, Govt. of W.B at Writers' Buildings within 31st July,2012. The same calendar should be maintained for future years.

Acadalt

**GOVERNMENT OF WEST BENGAL
LAND AND LAND REFORMS DEPARTMENT**

Section B1, Appointment Branch, WRITERS' BUILDINGS, KOLKATA-700001.

No. 4095 - Apptt.
1E-19/2011 (P-1)

Date : 04.07.2012

ORDER

In continuation of this Department's Notification No. 29 - Apptt. Dt. 03.01.2012, so far as it relates to procedure of drawing ACR's in respect of the officers posted under this Deptt. in different wings, the undersigned is directed to say that following procedure shall be followed in respect of the officers mentioned below :-

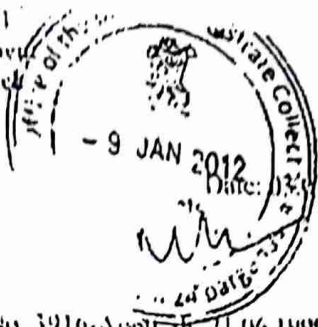
Sl. No.	Designation	Reporting Officer	Reviewing Officer	Accepting Officer
1.	SRO II posted at DLR&S Office	Jr. DLR&S	DLR&S	LRC & Pr. Secy., L&LR Deptt.
2.	SRO II posted at DL&LRO Office	DL&LRO	DM & Collector	DLR&S
3.	SRO II posted at SDL&LRO / BL&LRO Office	SDO	ADM & DLLRO	DM & Collector
4.	RO / TA posted at DLR&S Office	Jr. DLR&S	DLR&S	LRC & Pr. Secy., L&LR Deptt.
5.	RO/TA posted at DL&LRO Office	SRO II (Estt.) / Dy. DL&LRO (Estt.)	DL&LRO	DM & Collector
6.	RO / TA posted at SDL&LRO Office	SDLLRO	SDO	ADM & DLLRO
7.	SRO I / SRO II posted at 1st LAC, Kolkata	1st LAC	Addl. Secy in charge of 1st LAC if any	LRC & Pr. Secy., L&LR Deptt.
8.	SRO I / SRO II posted at L.A. Wing	Spl. LAO	ADM (LA)	DM & Collector
9.	District Compensation Office (DCO)	ADM (Comp.)	DM & Collector	LRC & Pr. Secy., L&LR Deptt.
10.	SRO I, at the office of DCO (other than DCO)	DCO	ADM (Comp.)	DM & Collector
11.	SDCO	DCO	ADM (Comp.)	DM & Collector
12.	SRO I / SRO II posted at Divisional Commissioner	Asstt. Commissioner	Div. Commissioner	LRC & Pr. Secy., L&LR Deptt.
13.	SRO II / RO posted at Rent Controller	Rent Controller	Jt. Secy. (in charge of Rent Control), L&LR Deptt.	LRC & Pr. Secy., L&LR Deptt.
14.	SRO II / RO posted at the Thika Tenancy	Thika Controller	Addl. Secy. (in charge of Thika Tenancy), L&LR Deptt.	LRC & Pr. Secy., L&LR Deptt.
15.	SRO I / SRO II at Urban Land Ceiling.	SDO	ADM (incharge of ULC)	DM & Collector
16.	SRO I / SRO II / RO deputed at DVC / WBIDC / WBIDC / IOC / MBSEB etc	Head of the Office where deputed	Addl. Secy / Jt. Secy. In charge of Sec B1, Apptt Br., L&LR Deptt.	LRC & Pr. Secy., L&LR Deptt.
17.	SRO II deputed / RO posted as E O. in L&LR Deptt.	Asstt. Secy. (Law)	S.O. (Law), if any	LRC & Pr. Secy., L&LR Deptt.
18.	SRO II / RO deputed at Circuit House	Asstt. Secy In charge of Circuit House	Addl. Secy / Jt. Secy In charge of Sec B1, Apptt Br., L&LR Deptt.	LRC & Pr. Secy., L&LR Deptt.
19.	SRO I / SRO II / RO deputed at ARTI, Saltani / LMTC, Berhampore.	Head of the Office where deputed.	Addl. Secy / Jt. Secy. In charge of Sec B1, Apptt Br., L&LR Deptt.	LRC & Pr. Secy., L&LR Deptt.

All concerned are required to act accordingly.

This has the approval of LRC & Pr. Secretary.

Sd/- N. S. Trivedi

Joint Secretary to the



L M

3.1.2012

ORDER

In partial modification of this Department's Order No. 3916-Apppt. Dt. 21.06.1999, so far as it relates to procedure for initiating ACRs in respect of DI.&LRO (irrespective of the officer of IAS or WBC (S&S) cadre), Deputy DI.&LROs & SDI.&LROs, DI.&LROs & R.Os, the undersigned is directed to say that following procedure shall be followed in the 28.07.2011 ACRs:-

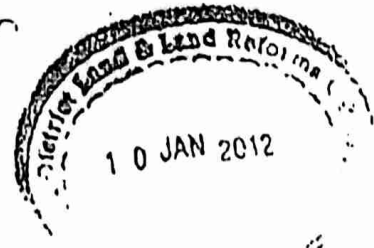
Sl. No.	Designation	Reporting officer	Reviewing officer	Accepting authority
1	DI.&LRO	D.M & Collector	DI.R&S and J. L.R.C.	L.R.C & Pr. Secy, L&LR
2	Dy. DI.&LRO	DI.&LRO	D.M & Collector	DI.R&S and J. L.R.C.
3	SDI.&LRO	SDO	ADM & DI.&LRO	D.M & Collector
4	BI.&LRO	SDO	ADM & DI.&LRO	D.M & Collector
5	Revenue Officer	BI.&LRO	SDI.&LRO	ADM & DI.&LRO

In a case a Dy. DI.&LRO/ SDI.&LRO belongs to the WBC(S&S) cadre, after acceptance the DI.R&S and J. L.R.C. the D.M & Collector will send the ACRs direct to P&AR(WBC'S) Department. If the officer belongs to the rank of SRO I cadre, the ACRs should be submitted to this Department by the D.M & Collector. All concerned are required to act accordingly.

Sd/- N.S. Trivedi
Joint Secretary to the
Government of West Bengal
Date: 03.01.2012

No 2971(152) Apppt.
Copy forwarded for information and necessary action to the:
The D.I.R&S and Joint L.R.C., W.B; 35 Gopal Nagar Road Alipore, Kolkata-27

1. The DM & Collector, South 24 Parganas
2. The ADM & DI.&LRO.
3. The SDO.
4. The SDI.&LRO.
5. The P&AR Department of this Government
6. The Pr. C.A to L.R.C & Pr. Secy, L&LR
7. Copy for Guard file to Section B-1, Appointment Branch.



Joint Secretary to the
Government of West Bengal
Land & Land Reforms Department

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