

Government of West Bengal
Department of Land & Land Reforms and Refugee Relief & Rehabilitation
Establishment Branch, 'Nabanna', 6th Floor,
325, Sarat Chatterjee Road, Howrah-71102.

No. I/703190/2025-Estt

Dated, Howrah 31st October, 2025

MEMORANDUM

Sub: Creation of Hierarchy for initiating SAR of the WBLRS Officers under this Department designated as Joint Director, Deputy Director and Assistant Director.

Pursuant to this Department Notification No. 1200-Estt dated 29.03.2023, a State Constituted Service West Bengal Land Reforms Service has been constituted under the administrative control of this Department with the strength not exceeding 734 posts with effect from 29.03.2023 wherein the officers posted against 734 posts are inducted in the WBLRS by way of absorption and designated as Joint Director, Deputy Director and Assistant Director in the following manner:

Sl. No.	Pay Level under ROPA, 2019	No. of posts	Scale linked designation / Post in the rank
1.	Pay Level 16 Rs.(56,100-1,44,300/-)	440	Assistant Director
2.	Pay Level 17 Rs.(67,300-1,73,200/-)	220	Deputy Director
3.	Pay Level 19 Rs.(95,100-1,98,000/-)	74	Joint Director

The extant flowchart for determining of Reporting, Reviewing and Accepting Officers for the Self Appraisal Report of West Bengal Land Reforms Service Officers need to be revised following the execution of the above mentioned Notification. The Land Reform Commissioner & Additional Chief Secretary of this Department has approved the creation of the new Hierarchy for initiating SAR for the Officers belonging to West Bengal Land Reforms Service under this Department.

Sl.No.	Designation of the Officers	Reporting Officer	Reviewing Officer	Accepting Officer
(A) Posted at L&LR and R R & R Department				
1.	Joint Director	Additional Secretary	Special Commissioner/ Special Secretary	Land Reforms Commissioner
2.	Deputy Director	Additional Secretary	Special Commissioner/ Special Secretary	Land Reforms Commissioner
3.	Assistant Director	Additional Secretary	Special Commissioner/ Special Secretary	Land Reforms Commissioner
(B) Posted at the Office of the DLRS & Joint LRC, West Bengal				
1.	Joint Director	Additional DLRS	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
2.	Deputy Director	Additional DLRS	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
3.	Assistant Director	Additional DLRS	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
(C) Posted at the District				
1.	Joint Director	ADM & DL&LRO/ ADM (LA)	District Magistrate & Collector	Land Reforms Commissioner
2.	Deputy Director	ADM & DL&LRO/ ADM (LA)	District Magistrate & Collector	Land Reforms Commissioner
3.	Assistant Director	ADM & DL&LRO/ ADM (LA)	District Magistrate & Collector	Land Reforms Commissioner

(D) Posted at the Office of the Rent Controller, Kolkata

1.	Joint Director	Rent Controller, Kolkata	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner
2.	Deputy Director	Rent Controller, Kolkata	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner
3.	Assistant Director	Rent Controller, Kolkata	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner

(E) Posted at the office of the 1st Land Acquisition Collector

1.	Joint Director	1 st LA Collector, Kolkata	Special Secretary (LR)	Land Reforms Commissioner
2.	Deputy Director	1 st LA Collector, Kolkata	Special Secretary (LR)	Land Reforms Commissioner
3.	Assistant Director	1 st LA Collector, Kolkata	Special Secretary (LR)	Land Reforms Commissioner

(F) Posted at the office of the Kolkata Collectorate

1.	Joint Director	Collector, Kolkata Stamp & Revenue	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner
2.	Deputy Director	Collector, Kolkata Stamp & Revenue	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner
3.	Assistant Director	Collector, Kolkata Stamp & Revenue	Special Commissioner/Special Secretary (LR)	Land Reforms Commissioner

G. Posted at the office of the Thika Tenancy, Kolkata/Howrah

1.	Joint Director	Controller, Kolkata Thika Tenancy (for Kolkata) and Special Secretary UD&MA Department (for Howrah)	Senior Special Secretary/ Special Secretary of UD &MA Department	Land Reforms Commissioner
2.	Deputy Director	Controller, Kolkata Thika Tenancy (for Kolkata) and Special Secretary UD&MA Department (for Howrah)	Senior Special Secretary/ Special Secretary of UD &MA Department	Land Reforms Commissioner
3.	Assistant Director	Controller, Kolkata Thika Tenancy (for Kolkata) and Special Secretary UD&MA Department (for Howrah)	Senior Special Secretary/ Special Secretary of UD &MA Department	Land Reforms Commissioner

H. Posted at Secretariat of other Department

1.	Joint Director	Joint Secretary /Additional Secretary of concerned Department	Special Secretary of L&LR & RR & R Department	Land Reforms Commissioner
2.	Deputy Director	Joint Secretary /Additional Secretary of concerned Department	Special Secretary of L&LR and R R & R Department	Land Reforms Commissioner
3.	Assistant Director	Joint Secretary /Additional Secretary of concerned Department	Special Secretary of L&LR and R R & R Department	Land Reforms Commissioner

I. Posted at Urban Land Ceiling Offices

1.	Joint Director	Competent authority of Urban Land Ceiling offices	Special Secretary of L&LR & RR & R Department	Land Reforms Commissioner
2.	Deputy Director	Competent authority of Urban Land Ceiling offices	Special Secretary of L&LR and R R & R Department	Land Reforms Commissioner
3.	Assistant Director	Competent authority of Urban Land Ceiling offices	Special Secretary of L&LR and R R & R Department	Land Reforms Commissioner

J. Posted at WBLRTT

1.	Joint Director	ADLRS in charge of Law	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
2.	Deputy Director	ADLRS in charge of Law	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
3.	Assistant Director	ADLRS in charge of Law	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner

K. Posted at West Bengal Administrative Tribunal				
1.	Joint Director	ADLRS in charge of Law	Special Secretary of L&LR & RR & R Department	Land Reforms Commissioner
2.	Deputy Director	ADLRS in charge of Law	Special Secretary of L&LR & RR & R Department	Land Reforms Commissioner
3.	Assistant Director	ADLRS in charge of Law	Special Secretary of L&LR & RR & R Department	Land Reforms Commissioner
L. Posted at ARTI/LMTC				
1.	Joint Director	Additional Director (Training)	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
2.	Deputy Director	Additional Director (Training)	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner
3.	Assistant Director	Additional Director (Training)	DLRS & Joint LRC, West Bengal	Land Reforms Commissioner



Special Secretary to the
Government of West Bengal

No. I/703190/2025/ (16)-Estt

Dated, Howrah 31st October, 2025

Copy forwarded for information and necessary action to:-

1. The DLR&S and Joint LRC, Survey Building, 35, Gopal Nagar Road, Alipore, Kolkata-27.
2. The Special Commissioner in the rank of Special Secretary
3. The District Magistrate (All)
4. The Special Secretary (LR)/ The Additional Secretary (LR)
5. The Senior Special Secretary/ The Special Secretary, UD & MA Department
6. The ADM & DL&LRO /ADM (LA) [All]
7. The Secretary, Public Service Commission, WB, 167 A, S.P. Mukherjee Road, Kolkata-26
8. The ADLRS, Office of the DLR&S and Joint LRC, Survey Building, 35, Gopal Nagar Road, Alipore, Kolkata-27.
9. The Collector (Stamp & Revenue), Kolkata, 11A, N.S.C Road, Kol-1
10. The 1st LA Collector, Kolkata, 5 Bankshall Street, Kol-1
11. The Rent Controller, Kolkata 6, Church Lane, Kolkata-1
12. The Controller, Kolkata Thika Tenancy
13. The Joint Secretary/ Additional Secretary _____ Department
14. Competent Authority of Urban Land Ceiling Offices
15. Additional Director, Training, 35, Gopal Nagar Road, Alipore, Kolkata-27.
16. Office Copy



Deputy Secretary to the
Government of West Bengal