

Government of West Bengal
Public Works Department
Establishment Branch
 Khadya Bhavan
 11A, Mirza Ghalib Street, Block-A, 4th Floor Kolkata - 700087


No: 1083-E/PWD-11015/1/2021-Works Wing

Date:- 02.05.2023

OFFICE ORDER

In partial modification of previous orders of this Department, the following duties are hereby entrusted with the works of the officers as mentioned below.

SL. No.	Name of the posts	Allotment of official works
1	Sri Surajit Bose, W.B.C.S.(Exe.), Additional Secretary in PWD [Leave substitute of Sri Apurba Bhowmik, Joint Secretary (Personnel), PWD.]	1. Land Acquisition and Land Matters of Department.
		2. All Cases of inter Departmental Transfer of Land of the Department.
		3. Matters related to Direct Land Purchase of the Department till approval from the Standing Committee.
		4. Audit matters of the Department.
		5. Establishment matters in respect of Secretariat Cadre under PWD.
		6. Vigilance Matters in respect of all cadres in Secretariat under PWD and in respect of all cadres in Directorate under PWD including Engineering (Civil/Elect./Mech) and Architectural cadre under PWD.
		7. Training matters of all cadres in the Secretariat
		8. Administrative matters relating to MBL, WSFL, BEL and HRBC
		9. Ease of doing business / Right of way permission / Approach permission.
		10. Assembly questions and Assembly matters arising out of his work.
		11. Liaison officer for Bengal Global Business Summit (BGBS).
		12. Nodal Officer for auction related matters of PWD.
		13. Preparation of management & monitoring of the office space occupied by other Govt. Departments in the premises of Govt. buildings under the control of PWD.
		14. Legal matter arising out of his work.
		15. Any other matter assigned to him by the Additional Chief Secretary/ Principal Secretary/ Secretary from time to time.
2	Sri Apurba Bhowmik, Joint Secretary (Personnel), PWD. [Leave substitute of Sri Surajit Bose, W.B.C.S.(Exe.), Additional Secretary, PWD]	1. Approval Authority for Medical reimbursement cases up to limit of Rs.2.5 Lakh for Indoor Treatment and Rs.25,000/- for O.P.D. Treatment.
		2. Issues relating to RTI Act., 2005 and Appellate Authority.
		3. Establishment matters of all Group-A cadres in Secretariat and Directorates under PWD from the rank of Junior Engineer, Assistant Engineer, Assistant Architect, Executive Engineers, Architects, Superintending Engineer, Superintending Architect, etc.
		4. Allotment of Budgetary provisions under different establishments for pay and wages.
		5. Departmental NOC issuing authority for passport.
		6. Allotment of space for different offices.
		7. Assembly question and Assembly matters arising out of his work.
		8. Legal matter arising out of his works
		9. Any other matter assigned to his by the Additional Chief Secretary / Principal Secretary / Secretary from time to time.


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3	Sri Amit Kumar Biswas, Joint Secretary (Roads) [leave substitute of Sri Bikash Kumar Maji, Joint Secretary(P&C), PWD]	<ol style="list-style-type: none"> 1. Matter related to RIDF for PW (Roads) Dte. including administrative approval and sanction of fund. 2. Matters related to Budget of PW(Rds.) Dte. 3. Processing of all Roads / Bridges / Flyover / Underpass works costing upto Rs. 10 crore under PW (Roads) Dte. 4. Samiksha Monitoring 5. Assembly question and Assembly matters 6. Legal matter arising out of his works 7. Nodal Officer in respect of Disaster Management 8. Matters related to Annual Report of PWD 9. Preparation of reports and returns related to works of P.W. Dte and P.W. (Roads) Dte. except NH Wings related works. 10. Preparation of input data for preparation of draft address note of the Hon'ble Governor. 11. Preparation of input data for preparation of Budge speech of the Hon'ble Chief Minister and Hon'ble Finance Minister. 12. Preparation of of Budge speech of the Hon'ble Minister –in-Charge,PWD. 13. Preparation report for Economic Review of PWD portion. 14. Nodal Officer of City Gas distribution Network. 15. Nodal Officer in connection with implementing facilities towards rents to the public / private purpose i.r.o. Inspection bungalows/ Circuit House/ Banga Bhawan/ Guest Houses, etc. under PWD. 16. Preparation of report(S) for HCM review meeting. 17. Any other matter assigned to his by the Additional Chief Secretary / Principal Secretary / Secretary from time to time.
4	Sri Bikash Kumar Maji, Joint Secretary, (Project and Coordination)PWD[leave substitute of Sri Amit Kumar Biswas, Joint Secretary(Rds.), PWD.	<ol style="list-style-type: none"> 1. Co-ordinator between PW Dte. and P.W. (R) Dte. in technical matters relating to Roads projects 2. All matters of National Highway and Centrally Aided Programmes like CRF / ISC etc. i.e. all matters of NH Wing 3. All matters relating to externally aided projects 4. All matters related to NHAI and NHIDCL 5. Processing of all Road / Bridge / Flyover / Underpass works costing more than 10 crores under PW (Roads) Dte. 6. All matters related to WBHDCL including project sanction etc. 7. Processing the revised estimates for the projects under P W (Roads) Dte. of costing more than 10 cors. 8. e-Office and e-Governance 9. CMO Grievance portal 10. Special Infrastructure Projects 11. Departmental Planning and Monitoring 12. Matters related to Accounts and Budget of P. W. (Roads) Dte. 13. Matter relating to other institutional financed programmes relating to P W (Roads) Dte.

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		14. Schemes related to Finance Commission / BADP / BRGF.
		15. Parliamentary questions and answers.
		16. Legal matter arising out of his works
		17. Nodal Officer of Samannay Protal.
		18. Any other matter assigned to his by the Additional Chief Secretary / Principal Secretary / Secretary from time to time.
5	Sri Priyanjan Das, WBCS (Exe.), Senior Deputy Secretary (Works) PWD. [Leave substitute of Sri Amit Kumar Biswas, Joint Secretary (Roads) PWD.]	1. Matters related to Works of P.W. Dte.
		2. Matters related to Accounts and Budget of P.W. Dte.
		3. All cases of Compassionate Appointment in the Department
		4. Common Service Branch
		5. Administrative Calendar
		6. Assembly Questions and Assembly matters arising out of his work.
		7. Legal matter arising out of his work.
		8. Nodal Officer for maintenance and day to day updating of PWD web-site in co-ordination with the respective officials of PWD.
		9. Works related with other departments executed by PW Dte.
		10. Nodal Officer for preparation of training programme schedule and training calendar in r/o Engineer officers under PWD.
		11. Any other matter assigned to him by the Additional Chief Secretary / Principal Secretary / Secretary from time to time.
6	Sri Siddhartha Bardhan, Technical Secretary, PWD [Leave substitute of Sri Kalyan Kumar Kundu, Special Law Officer and Ex-Officio D.S., PWD.]	1. P.W. Code & Works Rule related matter
		2. Arbitration issues for works in P.W.Dte. & P.W.(R)Dte.
		3. Legal matter arising out of his works.
		4. Any other matter assigned to him by the Additional Chief Secretary / Principal Secretary / Secretary from time to time.

All concerned are being informed accordingly.
This order shall take immediate effect.

 2/5/23

Secretary to the Govt. of West Bengal
Public Works Department.

No: 1083/1(30)-E/PWD-11015/1/2021-Works Wing

Date:- 02.05.2023

Copy forwarded for information to:-

1. The P.S to Hon'ble M.I.C., P.W.D
2. The P.S to Secretary, P.W.D.
3. The E-in-C, P.W.D
4. The Chief Engineer, (H.Q.)/Planning, P.W Dte./P.W.(Rd) Dte./P.W.Dte. North Zone/West Zone/ South Zone/social Sector/ P.W.(Rd) Dte. North Zone/West Zone/ South Zone/ NH Wing/ PIU(ROB),P.W.(Rds.) Dte.
5. The Additional Secretary, PWD.
6. The Chief Govt. Architect & Chief Engineer, PWD.
7. The Financial Advisor, PWD.
8. The Joint Secretary, (Personnel / Works/Roads/ Project & Co-ordination.),PWD
9. The Deputy Secretary (All) _____,PWD.
10. The Technical Secretary, PWD.
11. The Sr. Law Officer, PWD/Special Law Officer & Ex-officio Deputy Secretary, PWD.
12. The Assistant Secretary(All) _____,PWD.
13. The OSD/Registrar, PWD.
14. _____ Branch/Cell,PWD
15. Office copy.

Deputy Secretary (Admn), P.W.D

No: 1083/2(7)-E/PWD-11015/1/2021-Works Wing

Date:- 02.05.2023

Copy forwarded for information to:-

1. Sri Surajit Bose, WBCS (Exe.), Additional Secretary in PWD.
2. Sri Apurba Bhowmik, Joint Secretary (Personnel), PWD.
3. Sri Amit Kumar Biswas, Joint Secretary (Roads).
4. Sri Bikash Kumar Maji, Joint Secretary (P&C), PWD.
5. Sri Priyanjan Das, WBCS (Exe.), Senior Deputy Secretary (Works) PWD.
6. Sri Siddhartha Bardhan, Technical Secretary, PWD.
7. Sri Kalyan Kumar Kundu, Special Law Officer and Ex-Officio D.S., PWD.

Deputy Secretary (Admn), P.W.D