



GOVERNMENT OF WEST BENGAL
PUBLIC WORKS DEPARTMENT
ESTABLISHMENT BRANCH, CELL-II
KHADYA BHAWAN, BLOCK - A, 4th FLOOR
11A, MIRZA GHALIB STREET, KOLKATA - 700087

Comp no.-365506

No.- 254-R/E-PWD-12026/2/2021-ROADS WING-Dept. of PWD

Date- 11.09.2024

From: The Chief Engineer (H.Q)
Public Works (Roads) Directorate.

To: **The Chief /Superintending /Executive Engineer,**
..... Zone/NH Wing/Planning/Circle/Division,
Public Works (Roads) Directorate.

Sub: Submission of APR, Certificate of Integrity Clearance & Certificate of Asset Statement in respect of L.D.C.s as mentioned in Annexure I for the purpose of consideration of promotion to the post of Upper Division Clerk under P.W.(Roads) Directorate.

In sending herewith an annexure of 47 nos. of L.D.Cs under Public Works (Roads) Directorate, the undersigned is to inform him/her that the APRs, Certificate of Integrity Clearance & Certificate of Asset Statement along with authenticated copy of Confirmation Order, duly filled in proforma of Service Details (enclosed) and supporting letter stating willingness or unwillingness of employee(s) under his/her control are required in connection with promotion to the post of Upper Division Clerk under Public Works (Roads) Directorate.

He/She is therefore, requested to send the last three year's APRs of the employees under his/her control to this end **within 30 days** of issuance of this memo. positively along with the following information:

1. Whether any Departmental proceeding/Vigilance case is pending or is being contemplated against him/her is to be certified by the concerned authority.
2. Whether the incumbent has submitted his regular & up-to-date declaration of asset statements since his/her joining in present post including the last one on 01.01.2024.
3. Whether the employee is/are willing/unwilling to accept the forthcoming promotion. (Proforma enclosed)

Encl:

- i.) Annexure I- List of Lower Division Clerk(s) of Public Works (Roads) Directorate.
- ii.) Annexure II- Service Details.
- iii.) Annexure III- Willingness/Unwillingness Letter.

Chief Engineer (H.Q)
Public Works (Roads) Directorate.

List of Lower Division Clerk(s) of Public Works (Roads) Directorate

SL. No.	GSL No.	Name of Employee	Present Place of Posting
1	5	Sri Sudipta Biswas	PIU-I
2	9	Smt Debjani Roy	Ullar Dinajpur Hwy Div.
3	11	Sri Sunil Majhi	Dakshin Dinajpur Hwy Div.
4	12	Sri Biswanath Mondal	Western Hwy Circle-II
5	13	Sri Biswajit Das	Western Hwy Planning Div.-II
6	14	Sri Shib Shankar Bahadur Gurung	Kalyani Hwy Sub-Div. under Nadia Hwy Division-II
7	15	Sri Bishnupada Chakraborty	Nadia Hwy Division-I
8	16	Sri Shyamalendu Roy Basunia	Matabhanga Hwy Sub-Div. under Coochbehar Hwy Division.
9	17	Sri Bablu Mandal	Bankura Hwy Div.
10	18	Sri Kamal Kundu	Hooghly Mech Sub-Div under Western Mech. Division
11	19	Sri Nimai Bouri	N.H. Div-III
12	20	Sri Bikash Kumar Sain	Burdwan Hwy Sub-Div.-I under Burdwan South Hwy Div.
13	21	Sri Niranjana Mallick	Eastern Hwy Circle
14	22	Sri Debasish Naskar	NHP & D Div-III
15	23	Smt. Lipika Mitra Kisku	NH P&D Circle
16	24	Sri Subrata Bose	Southern Hwy Circle
17	25	Sri Goutam Dasgupta	N.H. Div.-VII
18	26	Sri Dilip Ruidas	N.H. Div.-III
19	27	Sri Prakash Bauri	N.H. Div.-IV
20	28	Sri Sushanta Das	Northern Hwy Circle
21	29	Sri Pallab Ghosh	Gazole Hwy Sub-Div. under Malda Hwy Division
22	30	Smt. Sabitri Sarkar	Malda Mech Sub-Div. under Northern Mech. Division
23	31	Sri Swadesh Pattanayak	Midnapore Hwy Division
24	32	Sri Sanjoy Dutta	Bankura East Hwy Sub-Div. under Bankura Hwy Div.

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Annexure I (Memo no. 254-R/E-PWD-12026/2/2021-ROADS WING-Dept. of PWD dated. 11.09.2024)

25	33	Sri Tapan Das	Baruipur Hwy Sub-Div. under South 24 Pgs Hwy Div.
26	34	Sri Avijit Adhikary	Hooghly Hwy Division-I
27	35	Sri Anupam Biswas	Murshidabad Hwy Div.-I
28	36	Smt Sampa Bal	Tamluk Hwy Division
29	37	Sri Animesh Halder	Chandannagar Hwy Sub-Div. under Hooghly Hwy Division-II
30	38	Sri Subash Gain	N.H.P&D Div.-II
31	39	Sri Bishnupada Sen	Ranaghat NH Sub-Div. under N.H. Div.-VI
32	40	Smt. Mitra Bhaduri	Mechanical Circle
33	41	Sri Amit Kr. Das	NH Circle-I
34	42	Sri Raju Ghosh	Barasat Hwy Div.-II
35	43	Sri Goutam Ghosh	State Hwy Resource Div.
36	44	Sri Prosenjit Adhikary	Canning Hwy Sub-Div. under South 24 Pgs Hwy Div.
37	45	Sri Rajani Kanta Santua	Lakshmikantapur Hwy Sub-Div. under Diamond Harbour Hwy Div.
38	46	Sri Uday Kumar Sharma	RBRI
39	47	Sri Amar Roy	Southern Hwy Design Div.-I
40	48	Smt. Srabanti Das	Barasat NH Sub-Div-I under N.H. Div-V
41	49	Smt. Uma Gupta	Burdwan South Hwy Div.
42	50	Sri Dipankar Das	NHP & D Div.-III
43	51	Smt Suchitra Sharma	Murshidabad Hwy Div.-I
44	52	Sri Dibakar Mondal	Barasat Bridge Sub-Div under Barasat Hwy Div-I
45	53	Sri Rajesh Kamath	NH P&D Circle
46	54	Sri Indranil Ganguly	Bongaon NH Sub-Div. under N.H. Div.-V
47	55	Sri Maya Bala Naskar	Western Hwy Design Div.-I

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**Chief Engineer (H.Q)
Public Works (Roads) Directorate.**

Annexure II (Memo no. 254-R/E-PWD-12026/2/2021-ROADS WING-Dept. of PWD dated. 11.09.2024)

To,
The Chief Engineer (H.Q.)
Public Works (Roads) Directorate

Sir,

I would like to draw your kind attention that I am willing/unwilling to accept my forthcoming promotion to the post of U.D.C as it would be admissible to the order of the Public Works (Roads) Directorate.

Yours faithfully,

Name (In Block Letters):

Designation:

Department:

Mobile no.:

Particulars of previous Offices:-

Sl. No.	Previous Offices	Post	Duration of Posting

Countersigned by Head of Office with seal.

SERVICE DETAILS

1.	Name (Block Letter)	:	
2.	Designation	:	
3.	HRMS ID	:	
4.	Contact No.	:	
5.	Date of Birth	:	
6.	Date of Entry in Govt. Service	:	
7.	Appointment Order no. & Date (Supporting Documents)	:	
8.	Present place of posting	:	
9.	Whether Confirmed or Not, If Yes, Confirmation Order no. with Date	:	
10.	Promotion Details with date of Joining (Supporting Documents)	:	
11.	MCAS/CAS details with Date (Supporting Documents)	:	
12.	Whether submitted Declaration of Asset Statements regularly and up-to- date since joining to the present post	:	
13.	Whether any action has been taken by the appropriate authority against him/her as per Sub Rule-1 of Rule-7 of the W.B.S.(CCA) Rules. 1971 and if YES,	:	

Signature of Govt. employee

Signature with date & seal of Head of the Office