

Government of West Bengal
Public Works Department
Establishment Branch, Khadya Bhaban, 4th Floor
11a, Mirza Ghalib street, Kolkata-87

No. 830-E/PW/O/E-III/1C-063/2026

Date. 18.03.2026

NOTICE

It is being observed that the employees and officer under Public Works Department while apply for obtaining permission to appear in different competitive examination or higher studies etc, sometimes fail to maintain the proper guideline for submission of their application through proper channel.

All the employees and officers under Public Works Department are therefore requested to follow the points as mentioned here below to ease the process.

- i. Application must contain all relevant papers regarding examination or any course .
- ii. The application should be reached to the main establishment of this Department at least 30 days before commencing the examination or taking admission to any course.
- iii. There is no provision for issuance of permission in respect of contractual employees.
- iv. There is no provision for issuance of post facto permission.


Deputy Secretary, PWD