

**Government of West Bengal
Public Works Department
Establishment Branch
Khadya Bhawan
Block – A, 4th Floor,
11A, Mirza Ghalib Street, Kolkata -87.**

No.95(4)- PW/O/E-I/1R-01/2026

Date:09.01.2026

**From: The Joint Secretary (Personnel) to the Government of West Bengal,
Public Works Department, Khadya Bhawan, 11A, Mirza Ghalib Street, Kolkata -87.**

**To: 1. CHANDAN SINGHA, VILL.- KALYANI, P.O.- PATPUR, P.S.- ONDA, DIST.- BANKURA, PIN- 722147, WEST BENGAL.
2. ANGSUMAN SANTRA, VILL.- KUSHMAN, P.O.- RADHANAGAR, DIST.- WEST MEDINIPUR, PIN- 721212, WEST BENGAL
3. BICHITRA MAHATO, TAHERPUR E/20, P.O+P.S- TAHERPUR, DIST.- NADIA, PIN- 741159, WEST BENGAL
4. SUDIP GAYEN, VILL.- UTTAR CHANDRA NAGAR, P.O- RAMTANU NAGAR, P.S- HARWOOD POINTS COASTAL, DIST- SOUTH 24 PARGANAS, PIN- 743374, WEST BENGAL**

Sub: Allotment of qualified candidates for appointment to the post of Assistant Engineer (Electrical) under Public Works Department against PSC Advt. No.21/2020

Inviting the reference to the afforested subject, the undersigned is directed to state that, the Public Service Commission, West Bengal has recommended his/her name to this Department for appointment as a temporary Assistant Engineer (Electrical) under the administrative control of this department.

Consequently, he/she is requested to submit two copies of duly filled in Verification Roll [along with two set of photo copies of all educational certificates, Caste/ Tribe Certificate (if any), Disability Certificate (if any) & address proof] within fifteen [15] working days from the date of issuance of this order. Blank Verification Roll Form has been enclosed as an attachment with the order, which may be downloaded.

In case, if he/she is already working under the State Government or Central Government, the name and address of the concerned appointing authority along with other details should be furnished in a separate letter.



**Joint Secretary (Personnel)
to the Government of West Bengal,
Public Works Department**

No.95/1(1) PW/O/E-I/1R-01/2026

Date:09.01.2026

Copy forwarded for information to:

The Secretary, Public Service Commission, West Bengal, 161A, S.P. Mukherjee Road, Kolkata- 700 026.

This has a reference to the Letter No.519 -P.S.C. (Selection)/1S-46/2020 dated 19.12.2025



**Joint Secretary (Personnel)
to the Government of West Bengal,
Public Works Department**

Verification Roll

Recent
Passport
Size
Photograph

1.	Name in Full (In block capitals) with aliases, if any. (Please indicate if you have added or dropped, at any stage, any part of your name or surname).	Surname	Name
2.	The name of the post and service applied for		
3.	Present address in full (i.e. village, or house number, lane/street and road, Police Station and district, Pin Code)		
4.	(a) Home address in full (i.e. village, or house number, lane/street and road, Police Station and district, PIN, Contact Number)		
	(b) If originally a resident of Pakistan, Bangladesh, Nepal or any other country, the address in that dominion of migration to Indian Union.		

5. Particulars of places where you have resided for more than one year during the preceding five years

From	To	Residential address in full (i.e. village or house number, lane/street and road, Police Station and district, PIN)

6. (a) Father's name in full with aliases, if any ... (a)
- (b) Present Postal address (if dead, give the last address) ... (b)
- (c) Permanent home address ... (c)
- (d) Profession ... (d)
- (e) If in service, give designation and official address ... (e)

[Continued to next page]

7. (i) Nationality of---
- (a) Father ... (a)
- (b) Mother ... (b)
- (c) Husband ... (c)
- (d) Wife ... (d)
8. (a) Exact date of birth [To be supported by Birth Registration Certificate/Admit Card of West Bengal Board of Secondary Education/any other recognized Board] ... (a)
- (b) Present age ... (b)
- (c) Age of Matriculation/School Final ... (c)
9. (a) Place of birth, Police Station, district and State in which is situated ... (a)
- (b) District and State to which you belong ... (b)
10. (a) State your religion ... (a)
- (b) Are you member of scheduled caste/ Scheduled tribe/ OBC. Answer "Yes" or "No" and if the answer is "Yes" state the name thereof. [Copy of certificate to be attached] ... (b)

11. Education qualifications showing place of education with year in school colleges:

Name of school/colleges with full address with Police Station, Pin Code, District & State:	Date of Entry:	Date of leaving :	Examination passed:

12. If you have at any time been employed give details

Designation of the post held or description of work	Period		Full address of the office, firm or institution and reasons for leaving previous service

13. Have you ever been convicted by a Court of any offence or charge-sheeted by the police in connection with any criminal proceeding? If so, the full particular of the case should be given.

14. Name of two responsible persons of your locality or two referees to whom you are known (1)

(2)

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of my circumstances, which might impair my fairness for employment under the Government. I understand that submission of false information will make me ineligible for employment.

Date

.....
(Signature of the candidate)

Place

(Certificate to be signed by a gazetted officer)

Certified that I have known Shri/Shrimati.....

Son/daughter of Shri..... for the last..... years
.....months and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

Place.....

Date.....

Signature.....
Designation status and address
.....

Signature and designation of the Issuing Officer and the name of the office with full address and date.