

Government of West Bengal
Urban Development & Municipal Affairs Department
"Nagarayan" DF- 8, Sector - I,
Salt Lake, Kolkata- 700064

No. 366-C-2/2C-05/2022

Dated, the 4th March, 2022

ORDER

In pursuance of Order No.753/XXIV-ISS/2M-22/2020, dated 28.02.2022, of the Chief Secretary of this Government, all the officials and staff of this Department are hereby directed to maintain 75% attendance (i.e., minimum 4 days out of 5 working days) with immediate effect and until further orders failing which necessary administrative action will be taken in due course.

Section Officers/Branch-in-Charges are requested to bring it to the notice of all the employees of respective Branches/Sections and ensure strict compliance of the order.

This Order issues with the approval of the competent authority of this Department.

Sd/-

Deputy Secretary to the
Government of West Bengal

No. 366-1(11)-C-2/2C-05/2022

Dated, the 4th March, 2022

Copy forwarded for information to:

1. The Additional Secretary (Establishment), Urban Development & Municipal Affairs Department;
2. Chief Town Planner, Urban Development & Municipal Affairs Department;
3. Accounts Officer, Urban Development & Municipal Affairs Department;
4. Assistant Secretary, M.A./M.D./T.&C.P. Wing, Urban Development & Municipal Affairs Department;
5. Registrar, M.A./U.L.C./M.D./T.&C.P. Wing, Urban Development & Municipal Affairs Department;
6. Section Officer, M.A./U.L.C./M.D./T.&C.P. Wing, Urban Development & Municipal Affairs Department;
7. Sr. P.S. to the Principal Secretary, Urban Development & Municipal Affairs Department;
8. Sr. P.A./P.A. to all the Special Secretaries, Urban Development & Municipal Affairs Department;
9. P.A. to all the Joint Secretaries, Urban Development & Municipal Affairs Department;
10. All Head Assistants, Urban Development & Municipal Affairs Department;
11. ✓ IT Cell, Urban Development & Municipal Affairs Department.



Deputy Secretary to the
Government of West Bengal