



**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF WATER RESOURCES INVESTIGATION & DEVELOPMENT**  
BLOCK-"A", 5<sup>TH</sup> FLOOR, KHADYA BHAWAN,  
11A MIRZA GHALIB STREET,  
KOLKATA-700 087

No.135-EIC-WRDD-11099/1/2025-DPEOCE(WRDD)-WRDD      Dated Kolkata, the 02/06/2025

**ORDER**

In view of better & efficient management and maintenance of offices and different assets of Water Resources Investigation & Development Department, Water Resources Development Directorate and other offices under administrative control of WRI&D Department situated in 5<sup>th</sup> & 6<sup>th</sup> Floors of Blocks-A & B, Khadya Bhawan, an Estate Management Cell is hereby formed as below:

Sl. No.	Name of the Officers	Designation	Role / Responsibility	Remarks
1	SRI SANJAY BASU	S.E. (A-I) & PA to DP & EOCE, WRDD (HQ), Khadya Bhawan	To coordinate with the Authority and the members of the Cell and intervene as and when required	Head of the Cell
2	SRI KAMAL KANTA PAL	DEPUTY SECRETARY, WRI&DD, Khadya Bhawan	Coordination on behalf of Department	
3	SRI ANUP MONDAL	REGISTRAR, WRI&DD, Khadya Bhawan	Monitoring and supervision on behalf of Department and also for the works listed below [(i) to (iv)]	
4	SRI SWARUP PRAKASH MUKHOPADHYAY	E.E. (A-I) & T.A. to S.E.(A-I), IPD Circle, SWID, Khadya Bhawan	To monitor, supervise and liaison with the counterpart PWD officials	
5	SRI APURBA KUMAR MAJI	E.E. (A-I), R&D Cell, WRDD (HQ), Khadya Bhawan.	To monitor, supervise, allocation of job among Junior Engineers and liaison with the counterpart PWD officials	
6	SRI SANJOY DAS	E.E. (A-M), WRDD (HQ), Khadya Bhawan (on deputation)	To monitor, supervise and liaison with the counterpart PWD officials	now on deputation in WRDD(HQ)
7	SRI SHYAMAL KUMAR DAS	E.E. (A-M) & Divisional Engineer, WBSMCL (HQ), Khadya Bhawan (Addl. Charge)	To monitor, supervise and liaison with the counterpart PWD officials	

8	SRI PRAKASH NASKAR	A.E. (A-I), IPD Circle, SWID, Khadya Bhawan	To supervise the job allocated to the Junior Engineers and monitoring and execution including preparation of estimate for repairing as and when required.	
9	SRI AMIT BAIDYA	A.E. (A-M), WRDD(HQ), Khadya Bhawan	To supervise the job allocated to the Junior Engineers and monitoring and execution including preparation of estimate for repairing as and when required.	
10	SRI SNEHANGSHU CHATTARAJ	J.E. (Civil), WRDD(HQ), Khadya Bhawan	To carry out the works as per instruction of higher authority in respect of day to day cleaning, sweeping and also for the works as listed below.	
11	SRI SANJOY ACHARYA	J.E. (Civil), WRDD(HQ), Khadya Bhawan	To carry out the works as per instruction of higher authority in respect of day to day cleaning, sweeping and also for the works as listed below.	
12	SRI SANJIB KHANRA	J.E. (Civil), WRDD(HQ), Khadya Bhawan	To carry out the works as per instruction of higher authority in respect of day to day cleaning, sweeping and also for the works as listed below.	
13	SRI PRATICK CHAKRABORTY	J.E. (Electrical), WRDD(HQ), Khadya Bhawan	To carry out the works as per instruction of higher authority in respect of day to day cleaning, sweeping and also for the works as listed below.	

The broad area of works of the Estate Management Cell will be:

- i) Identification of assets and maintenance of dead stock register thereof.
- ii) Maintenance of liaison with the PWD officials for repairing works, proper cleanliness of office premises and manning of security personnel in the office.
- iii) Identification of unserviceable materials and disposal of the same with due observance of the government orders in force in this respect
- iv) Any other matter may be assigned by the Administrative Department from time to time.

The Order will take immediate effect.

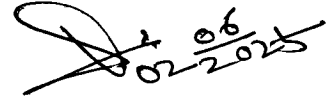


**Engineer-in-Chief & ex-officio Secretary**

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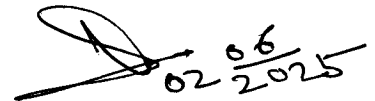
1. The PS to Hon'ble Minister-in-Charge, WRI&D Department
2. The Sr. PS to Additional Chief Secretary, WRI&D Department
3. The Chief Engineer-I, Water Resources Development Directorate
4. The Chief Engineer-II, Water Resources Development Directorate
5. The Director of Personnel & ex-officio Chief Engineer-, Water Resources Development Directorate
6. The Director, State Water Investigation Directorate
7. The Joint Secretary (Estab.), WRI&D Department
8. The Managing Director, West Bengal State Minor Irrigation Corporation Limited
9. The Superintending Engineer (AI), IP&D Circle, SWID
10. The Superintending Engineer (AI), & PA to DP&EOCE, WRDD
11. The Superintending Engineer (AM), Kolkata (AM) Resources Circle
12. The Superintending Engineer (AM), Drilling Circle, Midnapore, SWID



Joint Secretary (MI)

Copy forwarded for information & taking necessary action to:

1. SRI SANJAY BASU, S.E. (AI) & PA to DP & EOCE, WRDD (HQ), Khadya Bhawan, with a request to circulate the order among the officers of the Estate Management Cell
2. SRI KAMAL KANTA PAL, DEPUTY SECRETARY, WRI&DD, Khadya Bhawan
3. SRI ANUP MONDAL, REGISTRAR, WRI&DD, Khadya Bhawan
4. SRI SWARUP PRAKASH MUKHOPADHYAY, E.E. (A-I) & T.A. to S.E.(A-I), IPD Circle, SWID, Khadya Bhawan
5. SRI APURBA KUMAR MAJI, E.E. (A-I), R&D Cell, WRDD (HQ), Khadya Bhawan.
6. SRI SANJOY DAS, E.E. (A-M), WRDD (HQ), Khadya Bhawan (on deputation)
7. SRI SHYAMAL KUMAR DAS, E.E. (A-M) & Divisional Engineer, WBSMICL (HQ), Khadya Bhawan (Addl. Charge)
8. SRI PRAKASH NASKAR, A.E. (A-I), IPD Circle, SWID, Khadya Bhawan
9. SRI AMIT BAIDYA, A.E. (A-M), WRDD(HQ), Khadya Bhawan
10. SRI SNEHANGSHU CHATTARAJ, J.E. (Civil), WRDD(HQ), Khadya Bhawan
11. SRI SANJOY ACHARYA, J.E. (Civil), WRDD(HQ), Khadya Bhawan
12. SRI SANJIB KHANRA, J.E. (Civil), WRDD(HQ), Khadya Bhawan
13. SRI PRATICK CHAKRABORTY, J.E. (Electrical), WRDD(HQ), Khadya Bhawan



Joint Secretary (MI)