

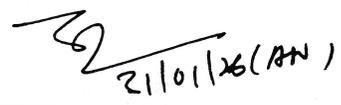
CERTIFICATE OF TRANSFER OF CHARGE
(See Rule 61 of West Bengal Financial Rules Volume-I)

With reference of *Rule 61 of West Bengal Financial Rules, Volume-I*, we, the undersigned have to report that we have this day, *the 31st day of January, 2026 in the afternoon*, respectively delivered over *the charge of the office of the Additional Chief Secretary, Water Resources Investigation & Development Department* and received *the charge of the office of the Secretary, Water Resources Investigation & Development Department* respectively in pursuance of *Personnel and Administrative Reforms Department's Notification No. 176-PAR(IAS)/7P-49/2011 dated the 30th January, 2026 & Notification No. 178-PAR(IAS)/7P-181/2011 dated the 30th January, 2026* respectively.

Signature of the Relieved Officer: _____

(Name in block letters)

Service, Designation

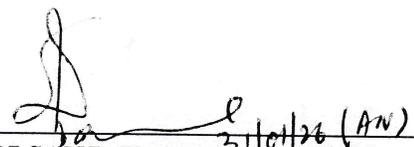

(SHRI MANISH JAIN, IAS)

Additional Chief Secretary to the Government of West Bengal
Water Resources Investigation & Development Department
(Additional Charge)

Signature of the Relieving Officer: _____

(Name in block letters)

Service, Designation


(SHRI SANJAY BANSAL, IAS)

Secretary to the Government of West Bengal
Water Resources Investigation & Development Department
(Additional Charge)

No. 66/1(32)-WI/O/9M-28/12

Dated, Kolkata, the 31st January, 2026

Copy forwarded for information and taking necessary action to:-

1. The Principal Accountant General (A&E), W.B./ Accountant General(Audit-I), West Bengal;
2. The Chief Secretary to the Government of West Bengal;
3. The Additional Chief Secretary/ Principal Secretary/ Secretary to the Governor of West Bengal;
4. The Principal Secretary to the Hon'ble Chief Minister;
5. The Secretary, P&AR Department, Government of West Bengal;
6. The Secretary, Home Department, Government of West Bengal;
7. **Shri Manish Jain, IAS**, Additional Chief Secretary, Forest Department;
8. **Shri Sanjay Bansal, IAS**, Secretary, Backward Classes Welfare Department and Water Resources Investigation & Development Department;

Contd.

9. The Senior Special Secretary/ Special Secretary/ Joint Secretary/ Deputy Secretary, IAS Cell/Vigilance Cell/ Training Cell/ Pension & GI Cell/ Service Records & Accounts Cell, P&AR Department;
10. The O.S.D. & Under Secretary, Home and Hill Affairs Department;
11. A.C.R. Section/ Pay-fixation Wing/ H.A., P&AR Department (IAS Cell);
12. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I/ II/ III.
13. Services Division, DOP & T [AIS-III Section], Govt. of India, New Delhi;
14. The Research Officer, Career Management Division, Room No. 215, DOP & T, North Block, New Delhi;
15. Sr. P.S. to the Chief Secretary;
16. The Project Director, West Bengal ADMI Project, Block-14/2, CIT Scheme-VIII(M), ICMARD Buildings, 8th Floor, Ultadanga, Kolkata-700067;
17. The Financial Advisor of this Department;
18. The Joint Secretary(Estt.) of this Department;
19. The Joint Secretary(M.I.) of this Department;
20. The Director of Personnel & ex-officio Chief Engineer, Water Resources Development Directorate, Khadya Bhawan, 6th Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
21. The Chief Engineer-I, Water Resources Development Directorate, Khadya Bhawan, 6th Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
22. The Chief Engineer-II, Water Resources Development Directorate, Khadya Bhawan, 6th Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
23. The Director, State Water Resources Investigation Directorate, Nirman (Sech) Bhawan, 3rd Floor, Salt Lake City, Kolkata-700091;
24. The Administrator (Chief Engineer), Teesta Command Area Development Authority, Siliguri, Water Resources Investigation Directorate;
25. The Managing Director, West Bengal Agro-Industries Corporation Ltd., 23B, N.S. Road, Kolkata-700001;
26. The Managing Director, West Bengal State Minor Irrigation Corporation Ltd., 5, Mustaque Ahmed Street, Kolkata-700016;
27. The Private Secretary to the Hon'ble Minister-in-Charge of this Department;
28. Sr. P.S./ P.S. to the Additional Chief Secretary/ Secretary, Forest Department;
29. Sr. P.S./ P.S. to the Secretary, Backward Classes Welfare Department.
30. Sr. P.S./ P.S. to the Additional Chief Secretary/ Secretary of this Department;
31. IT Cell of this Department for uploading it on the website of this Department;
32. The Guard File.

Phan. 21/01/2016

**Engineer-in-Chief & Ex-officio Secretary
to the Government of West Bengal**