

**Government of West Bengal  
Labour Department  
Exempted Category Cell  
New Secretariat Buildings  
Kolkata-1**

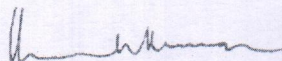
No. Labr/479/EC  
Emp/Misc-1/2016

Date :30/11/2018

**MEMORANDUM**

Many Department's under Government of West Bengal are sending their files, as and when necessary for seeking opinion/guidelines of the Labour Department in the matter of employment policy, 100-Point Roster etc. in specific cases from time to time . But sometimes it is noticed that the files are sent to Labour Department by the Directorates and sub ordinate offices without approval of the Head of the concerned Department.

Henceforth, it is requested that all Directorates & Sub-ordinates offices under your Department should send their files, as and when necessary, to Labour Department only with the approval of the Head of the Department.



Principal Secretary  
To the Govt. of West Bengal

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1988762/2021/EMP SEC(LABR)

1502828/2021/EC SEC(LABR)

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
No.Labr/479/1(2)

Date :30/11/2018

Copy forwarded for information and necessary action :-

1. The Addl. Chief Secretary/Principal Secretary/Secretary.
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2. Office Copy.

  
Assistant Secretary  
To the Govt. of West Bengal