

**File No: LABR-11048/3/2021-ESTT SEC-Dept. of LABOUR**

I/ 531898 /2024

GOVERNMENT OF WEST BENGAL  
LABOUR DEPARTMENT  
ESTABLISHMENT BRANCH  
New Secretariat Buildings, 12<sup>th</sup> Floor  
1, No K.S. Roy Road, Kolkata-700001

No: Labr/ 2039 /Estt

Date: 04.07.2024

**ORDER**

**WORK DISTRIBUTION AMONGST MEMBERS OF THE STAFF**

**In continuation and** partial modification of this department's earlier orders on work distribution up to the rank of OSD / Registrar of this department, the assigned jobs of existing staff are modified. The modified jobs of existing staff & allocation of duties among the newly joined staff are as follows:

<b>Name of the Staff (1)</b>	<b>Previous Responsibility / Status (2)</b>	<b>Present Responsibility (3)</b>
Sri Ramesh Chandra Tudu, OSD	Establishment Section of this Department	<ol style="list-style-type: none"><li>1. Matters related to Migrant Labour, Child &amp; Bonded Labour, ILO/NHRC/WBHRC etc.</li><li>2. All matters related with the Welfare, Regulation of Employment &amp; Condition of Services of the workers including matters related to:-<ol style="list-style-type: none"><li>I. Minimum Wage, Payment of Wage, Provident Fund, Gratuity, Bonus etc.</li><li>II. Matter related to enforcement of related Labour Laws.</li></ol></li><li>3. Assessment of candidates for Safety Officers and Welfare Officers and issuance of certificate thereof.</li><li>4. Training Matter for the Employees of all Directorates under Labour Department.</li></ol>
Sri Sanjoy Kumar Barai, SO	Newly Joined SO	<ol style="list-style-type: none"><li>1. Employment Section</li><li>2. Exempted Category Section</li></ol>



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Sri Ramendra Kumar Garai, HA	Newly Joined HA	1. Medical Cell 2. Leave Cell under Establishment Section
Sri Pallab Basu, HA	Newly Joined HA	Law & Legal Matter Section

Sr. Deputy Secretary, Deputy Secretary and Assistant Secretary of respective section/cell will arrange the job internally.

This department may allocate any specific and additional job to any of the staff as and when necessary. This order will remain in force until further order.

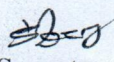
Sd/-  
Deputy Secretary to the  
Government of West Bengal

**No: Labr/ 2039 /1(14)/Estt**

**Date: 04.07.2024**

Copy forwarded for information and taking necessary action to: -

1. PS to the Hon'ble MIC, Labour Department.
2. Financial Advisor, Labour Department.
3. Sr. Deputy Secretary, Labour Department.
4. All Deputy Secretaries, Labour Department.
5. All Assistant Secretaries, Labour Department.
6. Sr. Law Officer and E.O. Assistant Secretary, Labour Department
7. Senior P.S. /P.A. to the Additional Chief Secretary, Labour Department.
8. P.S. / P.A. to the OSD & Ex-officio Secretary (All), Labour Department.
9. P.S. / P.A. to the Special Secretary (All), Labour Department.
10. P.S. / P.A. to the Additional Secretary, Labour Department
11. P.S. / P.A. to the Joint Secretary (All), Labour Department.
- ✓ 12. OSDs / Registrar / Section Officers, Labour Department.
13. OSD, IT, for necessary changes at EMD of eOffice
14. All Head Assistants of Labour Department.

  
Deputy Secretary