

Government of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake, Kolkata 700 091

No. ED- 462/2012

Dated 10.9.2012

From:
The Director of Public Instruction, West Bengal &
Ex-Officio Secretary, Higher Education Department

To:
The Principal/Teacher-in-Charge
All Govt.-aided Colleges of West Bengal

Sir/Madam,

As per direction of Finance Department, Govt. of West Bengal vide their memorandum no. 1488-F(P) dated 20.02.2012, all proposals for creation of new posts and permission to fill up existing sanctioned posts will need to be accompanied by the enclosed format duly filled in.

In the enclosed format, the second column i.e. A, columns 1 – 7 and column 15 are to be filled up by the College Authority. This format will have to be submitted to the D.P.I. by the C/A for rationalization of non-teaching staff pattern in terms of G.O. no. 831-Edn(CS) dated 31.10.1995 and no. 68-Edn(CS) dated 15.01.2009 in addition to other documents already mentioned in Item I of ED-564/2010 dated 19.8.2010.

Kindly treat the matter as urgent.

Director of Public Instruction, West Bengal &

Encl: As above

Ex-Officio Secretary, Higher Education Department