

Government of West Bengal
Finance Department
Audit Branch

No. 1682-F

Kolkata, the 23rd February, 2009

MEMORANDUM

The question of creation of additional supervisory level posts of Head Clerk/Head Assistant in the Directorates under various Departments, Government of West Bengal has been under consideration of the Government for some time past.

2. After careful consideration of the matter, the Governor has been pleased to decide (a) the ratio of posts of Head Clerk/ Head Assistant to those of L.D. Clerk/ L. D. Assistant and U.D. Clerk/ U.D. Assistant would be fixed at 10:1, i.e. for every 10 posts of L.D. Clerk/ L.D. Assistant and U.D. Clerk/ U.D. Assistant there would be a Supervisory post of Head Clerk/Head Assistant in Scale No. 10 (4500-9700/-) w.e.f. 01.08.2008, (b) the total number of supervisory posts in (i) Scale No. 10 (4500-9700/-), (ii) Scale no. 10(4500-9700/-) with higher initial at 4650/- and (iii) scale No. 10 (4500-9700/-) with higher initial at 4800/- should be kept at 10% of combined strength of L.D. Clerk/ L.D. Assistant and U.D. Clerk/ U.D. Assistant w.e.f. 01.08.2008, (c) the additional posts of Head Clerk/ Head Assistant in Scale No. 10 (4500-9700/-) would be created w.e.f. 01.08.2008, (d) where the existing number of such supervisory level posts is more than 10% of L.D. Clerk/ L.D. Assistant and U.D. Clerk/ U.D. Assistant, no additional supervisory level posts will be created and (e) the respective authority which maintains the gradation list shall give effect to this order as mentioned above and the same has to be ratified by Finance Department through their respective Administrative Department positively within 31.07.2009.

3. The Governor has further been please to revise the pay scale of Head Clerk to Scale No. 10 (4500-9700/-) w.e.f. 01.01.1996 notionally with actual effect from 01.08.2008 instead of Scale No. 9(4000-8850/-) with higher initial at 4550/-.

4. This order issues in cancellation of Finance Department's Memo No. 7752-F dated 15.10.2008.

5. The Accountant General (A&E), West Bengal and the Principal Accountant General (Audit), West Bengal are being informed accordingly.

Sd/- S. K. Chattopadhyay

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Finance Department