

Diary no
D.P.C 942 A/S.
2018

Sumit Bala P. up-2014
20/08/14

GOVERNMENT OF WEST BENGAL
Finance (Audit) Department
Nabanna, Mandirtala, Howrah - 711 102

No.4205(65)-F(H)

Dated, Howrah, 13th August, 2014.

To : The Additional Chief Secretary / Principal Secretary / Secretary,
_____ Department.

Sir,

The Computerised Central Clearing System (CCCS) in this Department has been in use successfully since it was introduced on 5th March, 2014 as part of web-enabled application software "**Workflow based File Tracking System**" (WFTS). The disposed files are sent through the Clearing System to the administrative Department. The moment a file is dispatched online through the system generated alert message is sent to the Head of the Department that the file is ready for dispatch and the same may be collected by 1 pm, next day.

It has been observed for some time past that though alert message is sent to the head of the department somehow it is not received by him or the same is not positively responded to due to some reason or other.

Therefore, it is requested that one additional name and a mobile number of a senior officer may be furnished to this end so that the same may be added in the data base and alert message may be sent to him in addition to the message sent to the Head of the Department.

Yours faithfully,

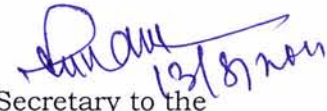
Sd/- H.K.Dwivedi
(**H.K. DWIVEDI**)
Principal Secretary to the
Government of West Bengal.

No.4205/1(3)-F(H)

Dated, Howrah, the 13th August, 2014.

Copy forwarded for information and necessary action to :

1. The Chief Secretary to the Government of West Bengal;
2. The DPC - with request to upload this to the Website of Finance Department;
3. Guard file.


Joint Secretary to the
Government of West Bengal.