

Government of West Bengal
Finance Department
Audit Branch (Group T)
"NABANNA" 325, Sarat Chatterjee Road, Howrah-711102
(E-592044)

Memo No. 3405 -F(Y)

Howrah, dated, 16th September, 2025

Memorandum


Sub: Disbursement of Salary, Wages/Honorarium, Pension and financial assistance for the month of September, 2025.

Finance Department had earlier issued Memo No. 6454-F(Y) dated 27.08.2015 specifying the dates on which the salaries including salary under Grant-in Aid, wages, remuneration, stipend, honorarium, pension, etc. are to be paid on monthly basis.

Since the State Government offices will remain closed during the period from 26th September to 7th October, 2025, it is decided to disburse the salary, wages, stipend, pension and financial assistance for the month of September, 2025 as follows:


- i. Salary including Grant-in-Aid salary, Wages, remuneration, stipend, honorarium for the month of September, 2025 will be paid on 24th & 25th September, 2025 respectively.
- ii. Pension for the month of September, 2025 will be disbursed on 01.10.2025.
- iii. Financial assistance under scheme like Jai Bangla, Lakshmir Bhandar and etc. for the month of September, 2025 shall be credited to the beneficiaries' bank account by DBT on 1st October, 2025.

The DDO and Administrators of Deposit Accounts will submit Bills/Advices at the Treasuries well in advance and Treasuries will give mandates as per the dates mentioned above.


(P K Mishra, IAS)
Additional Chief Secretary to the
Government of West Bengal

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, _____ Department.
7. Commissioner, _____ Division, _____.
8. Director, _____.
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
10. District Magistrate / District Judge / Superintendent of Police, _____.
11. Sub-Divisional Officer, _____.
12. Block Development Officer, _____.
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, Khadya Bhawan, 11A Mirza Ghalib Street, Kolkata – 700087.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Khadya Bhawan, 11A Mirza Ghalib Street, Kolkata – 700087.
15. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, 5th & 6th Floor, Sector I, Salt Lake, Kolkata – 700064.
16. Treasury Officer, _____.
17. Group _____ / _____ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.


Deputy Secretary to the
Government of West Bengal