

Government of West Bengal
Panchayats & Rural Development Department
R.D. Wing, Jessop Buildings (1st floor),
63, Netaji Subhas Road, Kolkata - 700 001.

No.5815-RD/Block/SM-19/2012

Date : 16th August, 2012

ORDER

In pursuance of letter no. 154/SPAR/2012 dated 22.5.2012 issued by the Secretary, Personnel & Administrative Reforms Department, henceforth, the Block Development Officer, who is also the Principal Co-ordinating Officer at Block level will act as the "Reporting Authority" for issuing the Annual Confidential Report, "Leave sanctioning authority" for Casual Leave and "Recommending Authority" for all other kinds of leave in respect of the following officers :-

- 1) Sub-Assistant Engineer (RWP);
- 2) Panchayat Development Officer;
- 3) Block Livelihood Development Officer (Re-designated as APO);
- 4) Women Development Officer;
- 5) Panchayat Audit & Accounts Officer;
- 6) Block Informatics Officer.

The reviewing authority and accepting authority of ACR in respect of above mentioned officers are given in the following table :

Name of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority
Sub-Assistant Engineer (RWP)	BDO	ADM	DM
Panchayat Development Officer	BDO	DP & RDO	Commissioner, P & RD
Block Livelihood Development Officer (Re-designated as APO)	BDO	DP & RDO	Commissioner, P & RD
Women Development Officer	BDO	Project Director, DRD Cell	DM
Panchayat Audit & Accounts Officer	BDO	DP & RDO	Commissioner, P & RD
Block Informatics Officer	Executive Officer Panchayat Samiti	AEO(ZP)	EO(ZP) (DM)

This order will take immediate effect.

Sd/
Principal Secretary to the
Government of West Bengal

No.5815/1(60)-RD/Block/SM-19/2012

Date : 16th August, 2012

Copy forwarded for information and necessary action to :-

- 1) Secretary, P & A R Department, Writers' Buildings, Kolkata- 700 001.
- 2) The Commissioner, P & RD, Panchayat Bhavan, 11A, K.S.Roy-Road, Kolkata - 700 001.
- 3) The D.M. (All)..... He is requested to take necessary action for circulation of the order.
- 4) The DP & RDO (All)
- 5) The Project Director, DRD Cell (All)
- 6) R.W.P. Cell, P & RD Department.
- 7) PRI Cell, P & RD Department (Panchayat Wing)

Financial Adviser 16/8/12
Panchayats & R. D. Deptt.