

No.600 -POW-11099/10/2021-SECTION(POWER)

Dated: 15.04.2024

WORK DISTRIBUTION AMONGST THE OFFICERS OF POWER DEPARTMENT

In supersession of all previous work allocation Orders down to the rank of Registrar/OSD, the following allocation of duties among Officers posted in the Power Department will take effect immediately.

Sl no	Name of the Officer with rank	Work Assigned	Reporting Officer	Leave Substitute
1	BIDHAN CHANDRA ROY, WBCS(EXE), SPECIAL SECRETARY	<ul style="list-style-type: none">All HR/Establishment matters of the Department and State Power UtilitiesAll vigilance matters of Deptt/Directorate/Power UtilitiesPublication issues-all utilitiesAny other work as assigned by the competent authority	Secretary	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY
2	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY	<ul style="list-style-type: none">Matters including land matters, related to WBSEDCL, WBSETCL, CESC & IPCL, except replies to Assembly/Parliamentary questions, Public Grievance, RTI Act, RTPS ActMatters related to CPSUs (Distribution/Transmission sector)Any other work as assigned by the competent authorityPurchase/Procurement/AMC	Secretary	Pralay Majumder, WBCS (EXE.), JT. SECRETARY
3	PRALAY MAJUMDAR, WBCS (EXE.), JT. SECRETARY	<ul style="list-style-type: none">Matters including land matters, related to WBPDCCL, DPL except HR/Establishment, LawMatters related to CPSUs (Generation sector)Assembly/Parliamentary questions, Public Grievance, RTI Act, functioning of Appellate authority, RTPS ActMatters related to, Directorate of Electricity except Budgetary matters, Law / vigilance matters/WBERC mattersCompilation of all Reports(Projects including RIDF), ECBC, EV policyAny other work as assigned by the competent authority	Secretary	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY
4	RANJAN CHAKRABORTY, WBCS(EXE.), JT. SECRETARY	<ul style="list-style-type: none">All Law matters including State power Utility and DirectorateMatters related to MIS cell (Distribution, Transmission and matters other than Conventional Energy)Matters related to IT/e-governance application	Secretary	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY

Sl no	Name of the Officer with rank	Work Assigned	Reporting Officer	Leave Substitute
		<ul style="list-style-type: none"> Administrative calendar, HCM's Grievances Portal, i.e "Sarasari Mukkhomontri", Economic Review. Election related matters/Protocol Any other work as assigned by the competent authority 	Secretary	PRALAY MAJUMDAR, WBCS (EXE.), JT. SECRETARY
5	GOPAL ROY, WBA&AS, FINANCIAL ADVISOR & E.O.JT. SECRETARY	<ul style="list-style-type: none"> All files having Budgetary implications and their due referral to Finance Department All Audit matters Matters related to IFMS /HRMS/WBHS Any other work as assigned by the competent authority 	Secretary	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY
6	PRADYUT KUMAR DAS, WBSS, DEPUTY SECRETARY	<ul style="list-style-type: none"> All matters related to Budget, Departmental Tender Committee, Standing Committee, PAC, EoDB, BGBS Purchase/Procurement/AMC All establishment matters including WBHS for Officers/Employees of the Department / Directorate All Vigilance Matter Matters related to IT/e-governance application Any other works as assigned by the competent authority 	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY for works except WBHS, RTI, RTPS PRALAY MAJUMDAR, WBCS (EXE.), JT. SECRETARY-For RTI, RTPS matters GOPAL ROY, WBA&AS, FA & E.O.JT. SECRETARY	CHANDAN NATH, WBSS, ASSISTANT SECRETARY
7	CHANDAN NATH, WBSS, ASSISTANT SECRETARY	<ul style="list-style-type: none"> All establishment matters including WBHS for Officers/Employees of the Department / Directorate upadation of roster point of the Department/Directorate Establishment matters related to MIC/MoS and Secretary's Office All Vigilance Matter ALL Law matters Replies to Assembly/Parliamentary questions All Establishment matters of WBERC All WBHS matters RTI matters/functioning of SPIO, RTPS Act Any other work as assigned by the competent authority Matters related to IT/e-governance application 	ANJAN CHAKRABARTI, WBCS (EXE.), ADDITIONAL SECRETARY for works except WBHS, RTI, RTPS PRALAY MAJUMDAR, WBCS (EXE.), JT. SECRETARY-For RTI, RTPS matters GOPAL ROY, WBA&AS, FA & E.O.JT. SECRETARY	Sukanta Das, Registrar
8	PALASH DAS, WBA&AS, AFA	<ul style="list-style-type: none"> All Audit matters Any other work as assigned by the competent authority 	GOPAL ROY, FA & E.O. JT. Secretary	Sukanta Das, Registrar
9	SUKANTA DAS, REGISTRAR	<ul style="list-style-type: none"> ALL Public Grievance matters including HCM Grievances Portals Functioning of DDO 	PRALAY MAJUMDAR, WBCS (EXE.), JT.	Chandan Nath, WBSS, Assistant Secretary

Sl no	Name of the Officer with rank	Work Assigned	Reporting Officer	Leave Substitute
		<ul style="list-style-type: none"> • Compilation of Reports, Administrative calendar, HCM's report, Economic Review etc. • Election related matters/Protocol • All stocks/stationary/AMC matters of the Department • All publication issues of the state power utilities • Any other work as assigned by the competent authority 	<p>SECRETARY -for all works except sl no. (ii) , (iv), (viii)</p> <p>GOPAL ROY, FA & E.O. JT. Secretary - For WBHS, stock/stationary/AMC issues</p>	

The Secretary, Power Department may allocate any specific and additional job to any of the officers as and when necessary.

This order will remain in force until further orders.

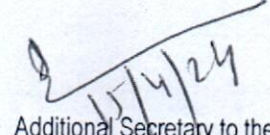
Sd/-
Secretary to the
Government of West Bengal

No. 600/1(50)-POW-11099/10/2021-SECTION(POWER)

Dated: 15.04.2024

Copy forwarded for information and necessary action to the:

1. CMD, WBSEDCL
2. CMD, WBPDCCL
3. MD, WBSETCL
4. MD, DPL
5. Special Secretary, Power Department
6. Additional Secretary, Power Department
7. Joint Secretary, Power Department
8. PS to Hon'ble MIC, Power Department
9. PS to Hon'ble MoS, Power Department
10. FA & E.O. JT. Secretary, Power Department
11. AFA, Power Department
12. Assistant Secretary, Power Department
13. Registrar, Power Department
- 13-33. All Directors of WBSEDCL/WBPDCCL/ WBSETCL/DPL
34. Chief Electrical Inspector, Directorate of Electricity
35. Sr. P.S to the Secretary of this Department
- 36-41. All Section Officers of the Department
- 42-46. All Head Assistants of the Department
47. Advisor, Hydro
48. Law officer, Power Department
- ✓ 49. SSP, Power Department for uploading in the Departmental website
50. Office Copy / Guard File


Additional Secretary to the
Government of West Bengal