



Office of the Chief Engineer (South), Chief Engineer (D&R) and  
Director of Personnel & Ex-officio Chief Engineer  
Irrigation & Waterways Directorate  
Jalasampad Bhaban, 4th Floor, Western Block  
Bidhannagar, Salt Lake City, Kolkata 700091

Circular

Dated, 17<sup>th</sup> August, 2020

Of late, it is brought to notice, a considerable number of offices under this Directorate is allowing increment to Lower Division Assistant / Lower Division Clerks who has not yet passed the compulsory type test examination (conducted by ATI).

Since passing the examination is compulsory in pursuance to the Finance Department's Notification No. 9145-F(P) dated 09.11.2012 read with Finance Department's Notification No. 1832 -F(P) dated 01.03.2013 and No. 265-F(P) dated 18.01.2016 within the probation period.

The head of the offices are being requested to follow the said order and take up necessary action in its pursuance. This circular will not be implemented to those Lower Division Assistants/ Lower Division Clerks, who are appointed through the recommendation of the Public Service Commission after successfully completion of Typing Test on Computer in terms of Finance (Audit) Department's Memorandum No. 4851- F(H) dated 04.08.2017.

Sd/- Krishnendu Bhoumik  
Director of Personnel & Ex-officio Chief Engineer  
Irrigation & Waterways Directorate

Memo No. 3837(100) - CIE-3M-37/2020

Date:- 18 AUG 2020

Copy forwarded for information and necessary action to:-

- 1) The Chief Engineer (All).....
- 2) The Superintending Engineer/ Director(All).....
- 3) The Executive Engineer/ Revenue Officer(All).....

Director of Personnel & Ex-officio Chief Engineer  
Irrigation & Waterways Directorate

17/8/20