



Government of West Bengal
Office of the Chief Engineer (South), Chief Engineer (D &R) and
Director of Personnel & Ex-Officio Chief Engineer
Irrigation & Waterways Directorate,
Jalasampad Bhawan, Bidhannagar (4th floor), Kolkata – 700 091
e-mail: directorofpersonnel@ymail.com

Memo No.: 4553-CIE/4C-01/23 (pt-II)

Date: 12 NOV 2025

To,
The Chief Engineer.....

Sub.: Confirmation matters of the newly appointed Lower Division Clerks under I&W Directorate through PSC Clerkship 2019

Sir,

I am to request you to furnish the following information and documents of all the Lower Division Clerks under your jurisdiction ^{N/A} ~~and~~ are going to complete their 03 (Three) years tenure on December '25 or soon afterwards.

01) Joining Order of the concerned employee.

02) Certified copy of 1st and 3rd Page of the Service Book of the concerned employee.

03) Annual Performance Report (APR) of last three financial years ending on 31st March, 2025.

04) Annexure- I and Annexure -IV of the circular issued from the undersigned bearing Memo No. 3580 -CIE/ 3M-13/24 dated 26/04/2024.

05) Submission report of up-to-date Asset Statement as per their completion of 03 (Three) years tenure.

This must be treated as extremely urgent

Furthermore, the provision as laid down in (a) and (b) in Department of Personal and Administrative Reforms (Common Cadre Wing)'s order having Memo No. 352-PAR (CCW) Dated 15/09/2021 may be C-1/12 (Pt-2)

followed where applicable (Copy Enclosed).

Yours faithfully,

SP/12-11-25

Director of Personnel & Ex-Officio Chief Engineer,
Irrigation & Waterways Directorate, Govt. of WB

Copy forwarded for information & necessary action to:-

Memo No.: 4553(9)/ 1(120) -CIE/4C-01/23 (Pt-II)

Date:

- 1) The Superintending Engineer/ Director Irrigation & Waterways Directorate, Govt. of WB
- 2) The Executive Engineer, Irrigation & Waterways Directorate, Govt. of WB
- 3) The Revenue Officer, Irrigation & Waterways Directorate, Govt. of WB

Sd/r

Director of Personnel & Ex-Officio Chief Engineer,
Irrigation & Waterways Directorate, Govt. of WB

Government of West Bengal
Department of Personnel and Administrative Reforms
(Common Cadre Wing)
State Secretariat, NABANNA, 7th Floor,
325, Sarat Chatterjee Road, Howrah-711102
(Email Id: paregov.ccw@gmail.com)

ORDER

No. 352-PAR(CCW)
C-1/12(Pt-2)

Date- 15/09/2021

Whereas it appears that some confusions have arisen among various Administrative Departments in determining the liability of the probationary L.D. Assistants for appearing in the Departmental Examination in Bengali, recruited through clerical services of the Government of West Bengal, for whom passing in such examination is a pre-requisite for being considered for confirmation.

In this connection it is clarified that:

- a) A candidate (i) whose mother tongue is Bengali but took other than Bengali or (ii) whose mother tongue is Nepali but took other than Nepali/ Bengali in Group-B of Part-II in LDA Recruitment Examination has to compulsorily appear and pass the Departmental Examination in Bengali during the period of probation for being considered for confirmation.
- b) A candidate whose mother tongue is Nepali and took Nepali in lieu of Bengali in Group-B of Part-II Examination will be exempted from appearing at the Departmental Examination in Bengali.

This has the concurrence of Finance Department.

Sd/-
(B.P. Gopalika)
Addl. Chief Secretary to the
Government of West Bengal

No. 352 /1(2)-PAR(CCW)

Date : 15/09/2021

Copy forwarded for information and necessary/appropriate action to:-

1. The Joint/Deputy/Assistant Secretary, _____ Department;
2. Guard File.

G. Sarker
Assistant Secretary to the
Government of West Bengal