



**Government of West Bengal**  
**Irrigation & Waterways Department**  
Jalasampad Bhavan, 3<sup>rd</sup> Floor, Bidhannagar, Kolkata - 700091

**No: 123 - IE-3M-17/2023**

**Date: 15.01.2024**

From: Joint Secretary to the Government of West Bengal  
Establishment Branch

To: The Chief Engineer (South)  
Irrigation & Waterways Directorate  
Jalasampad Bhavan, Salt Lake City, Kolkata – 700091

Subject: Shifting of Office Establishment of the Executive Engineer I & II of Canals Division, I & W Dte. from Jalasampad Bhavan to the ground floor of the newly constructed building at Sech Abasan Complex, Salt Lake.

Refence: 2316 – C.I. dated 14/08/2023

Sir,

With reference to your Memo mentioned above on the captioned subject I have been directed to inform you that approval is hereby accorded for shifting of the offices of the Executive Engineer – I and Executive Engineer – II from Jalasampad Bhavan, Salt Lake City, Kolkata – 700091 to the Ground Floor of the newly constructed building at the Sech Abasan Complex at FF Block, Sector III, Bidhannagar, Kolkata – 700106.

I am further directed to inform that the following points should be taken into consideration while undertaking the shifting process:

- a) File storage and other facilities should be befitting to the overall architecture of the building;
- b) The work should be done within a fixed time frame; and,
- c) The process has to be completed within the estimated budget. The requisite fund is to be placed to the Department under AE (Budget).
- d) A line of correspondence may be sent to this end upon completion of the shifting process.

Yours sincerely,

*Sd/-*


Joint Secretary  
Irrigation & Waterways Department

No: 123/1(20)/IE-3M-17/2023

Date: 15.01.2024

Copy forwarded for information and necessary action to:

- 1) Secretary, Irrigation & Waterways Department
- 2) Joint Secretary, Works/ Technical /Revenue, Irrigation & Waterways Department
- 3) Deputy Secretary, I/ II/ III/ IV(Budget), Irrigation & Waterways Department
- 4) Superintending Engineer, Eastern Circle, Irrigation & Waterways Directorate
- 5) Executive Engineer – I, Canals Division, Irrigation & Waterways Directorate
- 6) Executive Engineer – II, Canals Division, Irrigation & Waterways Directorate
- 7) P.S. to the Hon'ble Minister-in-Charge, Irrigation & Waterways Department
- 8) O.S.D. to Hon'ble Minister of State, Irrigation & Waterways Department
- 9) Pr. P.S. to the Principal Secretary, Irrigation & Waterways Department
- ✓ 10) Executive Engineer, DVC Study Circle, *with a request to upload in the Departmental website.*
- 11) \_\_\_\_\_
- 12) Guard File

  
Joint Secretary  
Irrigation & Waterways Department