

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I), WEST BENGAL  
TREASURY BUILDINGS, 2, GOVT. PLACE (WEST), KOLKATA – 700 001.

No.Admn.I /TP/Sr.AO/37

Dated: 12.06.2024

**CIRCULAR**

**Sub: - Arrangement of Link Charges of Branch Officers within Administration Group**

Link arrangement of charges amongst Sections within Administration Group of this office in the event of absence of Branch Officer(s) due to Leave, Training etc. are as follows:

Sl.No.	Charges	Link Charge Assigned
1.	Charge-1/ Branch Officer (Admn.-1) Administration –I Section Training & Examination Section Admn.CC	Branch Officer/ Admn.-2
2.	Charge-2/ Branch Officer (Admn.-2) Administration –II Section	Branch Officer/ Admn.-3
3.	Charge-3/ Branch Officer (Admn.-3) Administration –III Section Hindi Section	Branch Officer/ Admn.-4
4.	Charge-4/ Branch Officer (Admn.-4) Record Section Estate Section	Branch Officer/ Admn.-5
5.	Charge-5/ Branch Officer (Admn.-5) EDP Section	Branch Officer/ Admn.-1

Further, Shri Sourav Guha, Sr. Audit Officer & Secy. to the Pr. Accountant General has been looking after the day to day work related to EDP Section in absence of Shri Biswajit Saha, Sr. Audit Officer (Admn.-5), who has been temporarily posted to AMG-III/Non-LAD for audit of WB HIDCO, in addition to his regular assignment as Branch Officer of EDP Section vide this Office Order No.Admn.I/Admn.I/TP/Sr.AO/26 dated 24.05.2024.

Again, Shri Arup Dutta, Sr. Audit Officer (Admn.2) is holding additional charge as Branch Officer (Admn.4) vide this Office Order No.Admn.I/Admn.I/TP/Sr.AO/32 dated 30.05.2024.

These link-charge arrangements take immediate effect.

// Authority: Pr. AG's order dated 11.06.2024  
Kept in File No. Admn.I/ TP/Sr.AO //

*R. Sarkar*

Sr. Dy. Accountant General (Admn.)

**Copy forwarded for information & necessary action to:-**

1. Secretary to the Principal Accountant General (Audit-I), West Bengal, Kolkata 700001.
2. Sr.DAG (AMG-I & Admn.)/DAG(AMG-II)/DAG(AMG-III)/DAG(AMG-IV).
3. Sr. Audit Officer (Welfare)
4. Steno Gr.II to Sr.DAG(AMG-I & Admn.)/DAG(AMG-II)/DAG(AMG-III)/DAG(AMG-IV).
5. Sr. AO (Admn.2/ Admn.3/ Admn.4/ Admn.5/AMG-I(HQ)/AMG-II (Co-ordination)/ AMG-III(Non-LAD)/ AMG-IV(Co-ordination)/FAW/ Report/ ITA/ ECPA/ DAS)
6. AAO (Admn. II/ Admn. III/Admn.CC /Training&Exam/Record/Estate/ AMG-I(HQ)/ AMG-II(HQ)/AMG-III(Non-LAD)/AMG-IV(HQ)/FAW/Report/ ITA/ ECPA/ DAS/EDP)
7. EDP Section for updating in the Composite Website.
8. Hindi Section for translation into Hindi.

*Pr. AG*  
12/6/24

Sr. Audit Officer (Admn.1)