



Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated : 19.12.2025

OFFICE MEMORANDUM NO. 100/2025


The undersigned is directed to state that the following Assistant Directors of Tea Development in the Pay Level-10 and 11 of Pay Matrix are hereby promoted to the post of officiating Deputy Director of Tea Development in Level-11 of the Pay Matrix plus usual allowances from the date(s) of assumption of higher charge by them to their promotional post against the normal vacancies :-

Sl. No.	Name & A/c. No.	Present place of posting
1.	Shri Uma Kanta Deori (D-240)	Tea Board, Regional Office, Tezpur
2.	Shri Dina Moni Kakati (K-145)	Tea Board, N.E. Zonal Office, Guwahati
3.	Smt. Amrita Chakraborty (C-149)	Tea Board, Head Office, Kolkata
4.	Shri B. Pagalavan (P159)	Tea Board, Head Office, Kolkata

They will be on probation for a period of two years from the date(s) of assuming higher charges by them as Deputy Director of Tea Development.

The incumbents as at Sl. Nos. 1, 2 and 4 will not be eligible for any fixation benefit as they have already been extended the same by dint of MACP whereas, the incumbent as at Sl. No. 3 above will be eligible for such fixation benefit and separate order fixing her pay on promotion as officiating Dy. Director of Tea Development in the Level-11 of the Pay Matrix will be issued in due course.

However, their places of posting on promotion will be notified in due course.


(Dr. Rishikesh Rai)
Secretary (I/C)

Distribution :-

1.	All officers as mentioned above.	With the request to please report for joining on promotion as early as possible.
2.	Executive Director, Tea Board, Guwahati	With the request to please intimate the date(s) of release/joining in respect of the incumbents stated under Sl. No. 1 and 2 above to the Estt. Branch of Board's Head Office, Kolkata as early as possible.
3.	Director of Tea Development	With the request to please intimate the date(s) of release/joining in respect of the incumbents stated under Sl. No. 3 and 4 above to the Estt. Branch of Board's Head Office, Kolkata as early as possible.
4.	Executive Director, Tea Board, Coonoor	
5.	FA & CAO	
6.	All Regional/Sub-Regional Offices of the Board	
7.	I.T. Cell	With the request to upload in Board's website.
8.	P.As to Dy. Chairman & Secretary	
9.	TBEA	
10.	Estt. Branch	With spare copies.

Ref. File No. 11(4)/Estt/2023