




TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated 13.01.2026

OFFICE MEMORANDUM No.4/2026

Further to the Office Memorandum No.136/2018 dated 21.12.2018, this is to inform all concerned that Smt. Amrita Chakraborty, Deputy Director of Tea Development, Tea Board, Kolkata will look after the duties and responsibilities to the post of Secretary, Tea Board with immediate effect in addition to her own duties on ad-hoc basis without any financial benefit or till such time the post of Secretary, Tea Board is filled up on regular basis or until further orders whichever is earlier.


(C. Murugan)
Deputy Chairperson

Distribution:-

1	Smt. Amrita Chakraborty, Deputy Director of Tea Development, Tea Board, Kolkata
2	The Director, Ministry of Commerce & Industry, Department of Commerce, Govt. of India
3	E-I/E-IV Section, Govt. of India, Department of Commerce, New Delhi
4	Finance Division, Govt. of India, Department of Commerce, New Delhi
5	Vigilance Division, Govt. of India, Department of Commerce, New Delhi
6	Director of Tea Development, Tea Board, Kolkata
7	All HoDs in Board's HO, Kolkata (excepting Dy. Chairman and Secretary)
8	Executive Director, Tea Board, Coonoor/Guwahati
9	FA&CAO
10	All Zonal/Regional/Sub-Regional Offices of the Board
11	P.A.s to Dy. Chairman/FA&CAO/DTD/Secretary
12	IT Cell with the request to upload in Board's website.
13	TBEA
15	Establishment Branch with spare copies

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