

Government of West Bengal
Panchayats & Rural Development Department
Joint Administrative Building
HC-7, Sector-III, Saltlake, Kolkata-700106

No. 3245-RD/O/13E-17/2019

Dated, 31st May, 2022

NOTIFICATION

The Governor is pleased in the interest of public service, to issue the following guidelines for initiating, reporting, reviewing and accepting of Self Appraisal Report (SAR) under HRMS or outside HRMS in respect of Engineers of this department under RWP set up of West Bengal Service of Engineers (Civil) cadre :-

Sl No.	Officer reported upon and initiating SAR	Reporting Officer	Reviewing Officer	Accepting Authority
1.	Assistant Engineers posted at Head Quarters	Executive Engineer	Superintending Engineer	Cadre Controlling Authority not below the rank of Joint Secretary in the Department
2.	Assistant Engineers posted at WBSRDA Divisions	Executive Engineer	Superintending Engineer	Cadre Controlling Authority not below the rank of Joint Secretary in the Department
3.	Assistant Engineers posted at Zilla Parishads	Executive Engineer	Additional Executive Officer of concerned Zilla Parishad	Cadre Controlling Authority not below the rank of Joint Secretary in the Department
4.	Assistant Engineers posted at Siliguri Mahakuma Parishad (SMP)	Executive Engineer	Additional Executive Officer of Siliguri Mahakuma Parishad (SMP)	Cadre Controlling Authority not below the rank of Joint Secretary in the Department

2. This order supersedes all previous orders issued from time to time in this regard.

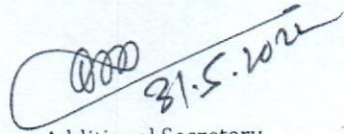
Sd/-
Additional Secretary
to the Government of West Bengal

No. 3245/1(20)-RD/O/13E-17/2019

Dated, 31st May, 2022

Copy forwarded for information and necessary action to:-

1. The Sabhadhipati (All) Zilla Parishad.
2. The Secretary, Public Service Commission, West Bengal, 161A, S.P. Mukherjee Road, Kolkata - 700026.
3. The ACEO, WBSRDA.
4. The Special Secretary, Establishment Cell of this department.
5. The Chief Engineer of this department.
6. The District Magistrate (All district).....
7. The Executive Officer (All Zilla Parishads)
8. The Executive Officer, SMP
9. The Additional Executive Officer (All Zilla Parishads)
10. The Additional Executive Officer, SMP.
11. The Superintending Engineer (All)..... of this Deptt.
12. The Section Officer of this department.
13. MIS Cell of this Department.
They are requested to upload the order in the department's website.
14. Guard File.
15. Office copy.


Additional Secretary
to the Government of West Bengal