

**Dy. Controller Mobile: 9433331367**

**Asst Controller Mobile : 8920889505**

**Financial Officer Mobile: 9830671317**



**भारत सरकार लेखन सामग्री कार्यालय, 3 चर्च लेन, कोलकाता - 700 001**  
**GOVERNMENT OF INDIA STATIONERY OFFICE, 3 CHURCH LANE, KOLKATA - 700 001.**

## **कार्यालय परिपत्र / Office Circular**

**Estt. Order No. 16 of 2020 dated 29.04.2020**  
**(File No.A-22017/1/2019-Estt.)**

In the interest of administrative exigencies, Competent Authority has been pleased to order the following inter branch transfer of the following employees w.e.f. 01.05.2020: -

S.No	Name & Designation	From	To	From
1.	Smt. Asha Rani Sapui, MTS	Store Despatch	Central Stock	Vice Shilla Chatterjee
2.	Smt. Shila Chatterjee, MTS	Central Stock	<b>Caretaking Br. as Safaiwala</b>	Vice Shila Hazra
3.	Smt. Manisha Mazumdar, MTS	Store Verification	Store Despatch	Vice Asha Rani Sapui

Yours faithfully,

**BISWANATH HALDER**  
Dy. Controller Sty. (A)  
Govt. of India Sty. Office  
3, Church Lane, Kolkata-1

**(B.N. Halder)**  
**Deputy Controller Sty.(Admn.)**

### **Copy forwarded to:-**

1. P.A to Controller of Stationery/ Dy. Controller of Sty., GISO, Kolkata.
2. Financial Officer GISO, Kolkata.
3. All Officers, GISO, Kolkata.
4. Persons concerned.
5. Head Clerk of Central Stock, Store Verification, Store Despatch and CT with the request to exclude or include the name of transferee as the case may be.
6. Accountant / Superintendent.
7. APAR/ Personal File/ Notice Board/ Guard File.

