

Government of West Bengal
Urban Development and Municipal Affairs Department
NAGARAYAN, DF-8, Sector-I
Salt Lake, Kolkata – 700 064

No. 2749-UDMA-11012(99)/62/202-JS(UDMA)-Dept. of UDMA

Date : 26.11.2025

ORDER

The allocation of work in respect of the following IAS & WBCS(Exe.) Officers in the U.D. & M.A. Department, as shown against each of them, will take immediate effect and until further order(s):-

Sl. No.	Name of the Officer	Assigned works	Leave Substitute for U.D.&M.A. Secretariat
01.	Smt. Nandini Ghosh, IAS, Senior Special Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Review and monitoring of LWM activities 2. Coordination with NMCG as Nodal Officer 3. Monitoring NGT matters related to LWM 4. Monitoring and supervision of ongoing and upcoming STPs/drain and waste water treatment facilities 5. Monitoring of Rain Water harvesting schemes <p>(B) For outside U.D.&M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Secretary, KMDA 2. Project Director, SMCG, West Bengal 3. Nodal Officer on behalf of this Department in the State level core group formed for the State Action Plan for Climate Change (SAPCC) 	Smt. Papia Ghosh (Roy Choudhury), WBCS(Exe.), Special Secretary
02.	Smt. Debarati Datta Gupta, IAS, Senior Special Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Establishment matters of ULBs (LSG wing) 2. Establishment matters of UDMA Secretariat 3. Establishment & Policy matters of (MED, DLB, ILGUS, SUDA & WBVB)/Thika Tenancy (Kolkata, Howrah)/NKDA 4. Non Residential Land (Salt Lake) 5. Appellate Authority under Section 33 of the Urban Land (Ceiling & Regulation) Act., 1976 6. Reviewing Officer under WBRTPS Act, 2013 on behalf of this Department. 7. State Vigilance Officer <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Smt. Mutiny Bandyopadhyay, IAS, Special Commissioner
03.	Smt. Mutiny Bandyopadhyay, IAS, Special Commissioner	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Statutory/ Court matters of Development Authority 2. Establishment matters of Development Authority 3. Nodal officer, Air Quality Monitoring (Due to leave of Smt. Haseen Zahera Rizvi, IAS, Joint Secretary) 4. Appellate Authority, RTI 5. Monitoring of the activities under Sarasari Mukhyamontri portal (Due to leave of Smt. Haseen Zahera Rizvi, IAS, Joint Secretary) 6. Chairperson, Departmental Audit Committee <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Smt. Debarati Datta Gupta, IAS, Senior Special Secretary

04.	Smt. Papia Ghosh (Roy Choudhury), WBCS(Exe.), Special Secretary	(A) For U.D. & M.A. Secretariat <ol style="list-style-type: none"> 1. Audit Matters 2. BGBS matters 3. Matters related to Road Safety 4. Nodal Officer from UD&MA Department for Spatial Development and Comprehensive Mobility Plan for KMA under World Bank fund. 5. Nodal Officer on Biodiversity on behalf of UD&MA Department. 6. Matters related to development of assets/infrastructure under CSR. 7. Nodal Officer from UD&MA Department for proper supervision & uploading of data on e-DAR portal. 8. Nodal Officer in the Inter-Departmental Committee for implementation of guideline related to Speed Management and Speed Limit Signage guidelines. 9. Nodal Officer from UD&MA Department to Co-ordinate with Transport Department and review the report for various studies under WB/WTLSDP. 	Shri Arupratan Mukhopadhyay, WBCS(Exe.), Special Secretary
05.	Shri Tushar Kanti Biswas, WBCS(Exe.), Special Secretary	(A) For U.D. & M.A. Secretariat <ol style="list-style-type: none"> 1. Kalyani Estate matters 2. Patipukur Estate matters 3. Appellate Officer under WBRTPS Act, 2013 on behalf of this Department. (B) For outside U.D.&M.A. Secretariat <ol style="list-style-type: none"> 1. Special Secretary, KMDA 	Shri Debapriya Biswas, WBCS(Exe.), Special Secretary
06.	Shri Santanu Das, WBCS(Exe), Special Secretary	(A) For U.D. & M.A. Secretariat <ol style="list-style-type: none"> 1. Law/Statutory/Policy matters of ULBs & Industrial Township Authorities 2. Law/ Statutory matters of the Department including Directorate, Statutory Bodies / Parastatal Bodies, Thika tenancy (Kolkata/Howrah), KMDA 3. Establishment/ Statutory matters of Industrial Township Authorities 4. EODB (Statutory) matters 5. Residential Land (Salt Lake) matters. (B) For outside U.D.&M.A. Secretariat NIL	Shri Indradeb Bhattacharyya, WBCS(Exe), Joint Secretary
07.	Shri Purnendu Kumar Maji, WBCS(Exe.), Special Secretary	(A) For U.D. & M.A. Secretariat <ol style="list-style-type: none"> 1. ULC matters 2. Monitoring of Haldia Development Authority related matters (Establishment/Land/ Court cases) 3. Matters related to IDTL & Purchase of land. (B) For outside U.D.&M.A. Secretariat <ol style="list-style-type: none"> 1. CEO, WTL 2. Development Authority namely Digha Sankarpur Development Authority 	Shri Debapriya Biswas, WBCS(Exe.), Special Secretary
08.	Shri Joly Chaudhuri, WBCS(Exe.), Director, SUDA and Ex-Officio Special Secretary in the Department	(A) For U.D. & M.A. Secretariat <ol style="list-style-type: none"> 1. Establishment matter SLR&DC and KMDA (including HIT) 2. Monitoring of different development schemes implemented by KMDA, ME Dte. and SLR&DC 3. Miscellaneous issues related to the ULBs. 4. Protocol matters related to Govt. of India visit and other Statutory Bodies of the State government. 5. All outreach program of the State Government. (B) For outside U.D.&M.A. Secretariat <ol style="list-style-type: none"> 1. Director, SUDA 2. Administrator, Bidhannagar 	Smt. Debarati Datta Gupta, IAS, Senior Special Secretary

09.	Shri Arupratan Mukhopadhyay, WBCS(Exe.), Special Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Budget matters of the Department (except KMDA & SLRDC) 2. Green City Mission 3. Parliament and Assembly question matters and matters related to visit by the Assembly Standing Committees. 4. Matters related to Thika Tenancy 5. Chairman, State Level Building Committee. <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Shri Supriya Adhikari, WBCS(Exe.), Joint Secretary
10.	Shri Debapriya Biswas, WBCS(Exe.), Special Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Land matter of ULBs 2. Land matters of Development Authorities 3. LUDCP matters of Planning area of Development Authorities 4. LUDCP matters of Planning Authorities 5. Matters related to conversion of land from leasehold to freehold 6. Township projects 7. Heritage Town projects 8. Issue related to NKDA and Smart City Mission 9. Conversion of land from leasehold to freehold <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Shri Purnendu Kumar Maji, WBCS(Exe.), Special Secretary
11.	Smt. Kasturi Biswas, WBCS(Exe), Additional Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Non Residential Land Matters of Salt Lake 2. Budget matters of KMDA & SLRDC <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Smt. Sudeshna Mitra, WBCS(Exe), Joint Secretary
12.	Smt. Haseen Zahera Rizvi, IAS, Joint Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Matters related to Air Quality Monitoring 2. Matters related to CMRO Grievance (Sarasari Mukhyomantri) <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Smt. Kasturi Biswas, WBCS(Exe), Additional Secretary
13.	Shri Supriya Adhikari, WBCS(Exe), Joint Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. EoDB and IT Matters, MSME Synergy 2. Monitoring of Samanyay Portal 3. Monitoring of Sarasari Mukhyomantri portal 4. Budget matters of the Department (except KMDA, SLRDC) 5. Nodal Officer and Designated Officer under WBRTPS Act, 2013 on behalf of this Department. <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Shri Rajib Mondal, WBCS(Exe), Land Manager in the rank of Joint Secretary
14.	Shri Indradeb Bhattacharyya, WBCS(Exe), Joint Secretary	<p>(A) For U.D. & M.A. Secretariat</p> <ol style="list-style-type: none"> 1. Law/Statutory/Policy matters of ULBs & Industrial Township Authorities 2. Law/ Statutory matters of the Department including Directorate, Statutory Bodies / Parastatal Bodies, Thika tenancy (Kolkata/Howrah), KMDA 3. Establishment/ Statutory matters of Industrial Township Authorities 4. EODB (Statutory) matters <p>(B) For outside U.D.&M.A. Secretariat</p> <p>NIL</p>	Shri Santanu Das, WBCS(Exe), Special Secretary

15.	Smt. Sudeshna Mitra, WBCS(Exe), Joint Secretary	(A) For U.D. & M.A. Secretariat 1. Matters related to ULB establishment (LSG) 2. Non Residential Land matters 3. Preparation of administrative Calendar 4. Preparation of Monthly report return to CS (B) For outside U.D.&M.A. Secretariat NIL	Smt. Kasturi Biswas, WBCS(Exe), Additional Secretary
16.	Shri Rajib Mondal, WBCS(Exe), Land Manager in the rank of Joint Secretary	(A) For U.D. & M.A. Secretariat 1. Residential land matters, Bidhannagar (B) For outside U.D.&M.A. Secretariat NIL	Shri Indradeb Bhattacharyya, WBCS(Exe), Joint Secretary
17.	Shri Hirakjyoti Majumder, WBCS(Exe.), Estate Officer, Bidhannagar in the rank of Senior Deputy Secretary	(A) For U.D. & M.A. Secretariat 1. Matters related to CMRO Grievance 2. Matters related to EODB 3. Matters related to BSK.	Shri Supriya Adhikari, WBCS(Exe), Joint Secretary
18.	Shri Ahsan Ali, WBCS(Exe.), Senior Deputy Secretary	(A) For U.D. & M.A. Secretariat 1. Matters related to conversion of land from leasehold to freehold 2. L and matters of Development Authority (ADDA, SJDA) (B) For outside U.D.&M.A. Secretariat 1. Deputy Director, SUDA 2. Competent Authority, ULC, Kolkata	Shri Sachin Bhakat, WBCS(Exe.), Deputy Secretary
19.	Shri Sachin Bhakat, WBCS(Exe.), Deputy Secretary	(A) For U.D. & M.A. Secretariat 1. Land matters of ULBs/ Development Authorities (Except ADDA, SJDA) 2. CMRO Grievance 3. Matters related to ITDL and Purchase of land (B) For outside U.D.&M.A. Secretariat NIL	Shri Ahsan Ali, WBCS(Exe.), Senior Deputy Secretary

Sd/-
Principal Secretary to the
Government of West Bengal

No. 2749/1(27)-UDMA-11012(99)/62/202-JS(UDMA)-Dept. of UDMA

Date : 26.11.2025

Copy forwarded for information and necessary action to :-

1. Smt. Sudeshna De Chatterjee, WBSJ, Chief Legal Advisor, UD&MA Deptt.
2. Smt. Nandini Ghosh, IAS, Senior Special Secretary, UD&MA Deptt.
3. Smt. Mutiny Bandyopadhyay, IAS, Special Commissioner, UD&MA Deptt.
4. Smt. Papia Ghosh Roy Choudhury, W.B.C.S. (Exe.), Special Secretary, UD&MA Deptt.
5. Shri Tushar Kanti Biswas, WBCS(Exe.), Special Secretary, UD&MA Deptt.
6. Shri Santanu Das, W.B.C.S. (Exe.), Special Secretary, UD&MA Deptt.
7. Shri Purnendu Kumar Maji, W.B.C.S.(Exe.), Special Secretary, UD&MA Deptt.
8. Shri Joly Chaudhuri, W.B.C.S. (Exe.), Director, SUDA & E.O. Special Secretary, UD&MA Deptt.
9. Shri Arupratan Mukhopadhyay, W.B.C.S.(Exe.), Special Secretary, UD&MA Deptt.
10. Shri Debapriya Biswas, W.B.C.S.(Exe.), Special Secretary, UD&MA Deptt.
11. Shri Gopal Roy, WBA&AS, Financial Advisor, UD&MA Deptt.
12. Smt. Kasturi Biswas, W.B.C.S.(Exe.), Additional Secretary, UD&MA Deptt.
13. Smt. Haseen Zahera Rizvi, IAS, Joint Secretary, UD&MA Deptt.
14. Shri Supriya Adhikari, WBCS(Exe), Joint Secretary, UD&MA Deptt.
15. Shri Indradeb Bhattacharyya, W.B.C.S.(Exe.), Joint Secretary, UD&MA Deptt.
16. Smt. Sudeshna Mitra, W.B.C.S.(Exe.), Joint Secretary, UD&MA Deptt.

17. Shri Rajib Mondal, WBCS(Exe), Land Manager, UD&MA Deptt.
18. Shri Girindranath Sardar, WBSS, Joint Secretary, UD&MA Deptt.
19. Shri Ahsan Ali, WBCS(Exe.), Senior Deputy Secretary, UD&MA Deptt.
20. Shri Hirakjyoti Majumder, WBCS(Exe.), Estate Officer, Bidhannagar
21. Shri Sachin Bhakat, W.B.C.S.(Exe.), Deputy Secretary, UD&MA Deptt.
22. Shri Padmanabha Chakraborty, WBLS, Special Law Officer & E.O. Deputy Secretary (Law), UD&MA Deptt.
23. The Private Secretary to the Hon'ble MIC, U.D.&M.A. Department.
24. The Senior P.S. to the Principal Secretary, U.D.&M.A. Department.
25. All Deputy Secretary/Assistant Secretary, UD&MA Deptt.
26. IT Cell, U.D.&M.A. Department.
27. Issue/Despatch/Receiving Section, U.D.&M.A. Department.

SDP 26/11/25
Senior Special Secretary to the
Government of West Bengal

No. 2749/2(6)-UDMA-11012(99)/62/202-JS(UDMA)-Dept. of UDMA

Date : 26.11.2025

Copy forwarded for information and necessary action to :-

1. Director of Local Bodies.
2. Chief Executive Officer, Kolkata Metropolitan Development Authority.
3. Director, Institute of Local Government and Urban Studies.
4. Chief Engineer, Municipal Engineering Directorate.
5. Member Secretary, West Bengal Valuation Board.
6. Special Engineer, Salt Lake Reclamation & Development Circle.

Senior Special Secretary to the
Government of West Bengal

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Copy forwarded for information and necessary action to :-

1. Municipal Commissioner, Kolkata Municipal Corporation.
2. Commissioner, Howrah Municipal Corporation.
3. Commissioner, Asansol Municipal Corporation.
4. Commissioner, Durgapur Municipal Corporation.
5. Commissioner, Bidhannagar Municipal Corporation.
6. Commissioner, Siliguri Municipal Corporation.
7. Commissioner, Chandernagore Municipal Corporation.
8. Chairman/Administrator, Municipality/ Notified Area Authority.
9. CEO/Executive Officer, Development Authority.

Senior Special Secretary to the
Government of West Bengal