

UDMA-11012(99)/51/2022-ESTT-TCP SEC-Dept. of UDMA I/758711/2026 Dated, 26.03.2026
 Government of West Bengal
 Urban Development & M.A. Department
 "NAGARAYAN", DF-8, Sector-I, Bidhannagar, Kolkata 700 064

ORDER

In partial modification of this Department's earlier order regarding work allotment, allocation of works in respect of following Deputy Secretary, OSD&EO Deputy Secretary and Assistant Secretary of this Department will take immediate effect and until further order(s) :

Sl.No	Name of the officer	Designation	Assignment
1	Shri Arpan Biswas	OSD & E.O. Deputy Secretary	i)Maintenance of Nagarayan & Subhanna; ii)All matters related to Common Service Cell and IT Cell iii)Service matters of 'Contractual employees ' iv) All Protocol matters regarding Assembly and Parliamentary Committee. v)Service matters of IAS, WBJS, WBCS, WBA&AS and WBLs Officers. vi)Liaison Officer, WB Legislative Assembly Secretariat
2	Sri Sobhan Bhattacharya	Deputy Secretary	i) To act as Head of office ii)To act as PSA iii) Budget matters(MA Branch) upto 31 st March,2026 iv) Secretariat Establishment Matters in respect of the employees of UD & MA Department(Other than IAS, WBJS, WBCS, WBA&AS and WBLs Officers)
3	Sri Shibaprasad Sinha Roy	Deputy Secretary	i) Law matters of this Department ii) Court Cases iii) Public Grievance matters(other than CMRO Reference)
4	Sri Sagar Hira	Deputy Secretary	i) To act as SPIO on behalf of this Department ii)Works related to West Bengal Health Scheme iii) Works related to Election matters
5	Sri Prohlad Ch. Biswas	Deputy Secretary	i)Establishment matters of M D Branch ii)Matters regarding appointment on compassionate Ground of UD & MA Department;
6	Sri Sudip Sinha	Assistant Secretary	Works relating to- i) Establishment matters of MA Wing; ii) Establishment matters of Directorate and Parastatals under MA Branch iii) Establishment matters relating Thika Tenancy iv) Vigilance Case v) All Advocate Bills payment of this Department vi) Bill payment of Saraswati Press etc. of this Department vii) Establishment matters of Development Authorities viii) Law matters of Development Authorities
7	Sri Naba kumar Ghosh	Assistant Secretary	i) Establishment matter of ULC Branch ii) All Pension matter of this Department iii) All Promotion matters of this Department iv) Matter related to SB Cell of this Department

8	Sri Amal Kumar Saha	Assistant Secretary	i) All Establishment matters related to T&CP Branch; ii) Works related to Election matters iii) Public Grievance other than "Soratori Mukhomantri" matters
9	Sri Pradip Ganguly	Assistant Secretary	i) Works related to Thika matters ii) Assembly & Parliamentary Question matters iii) Works related to Audit matters of this Department iv) Works related to M.A. Branch Budget from 01.04.2026

Sd/-

Senior Special Secretary
to the Government of West Bengal

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Copy forwarded for information to :

1. The Senior Special Secretary (Establishment) in this Department
2. S. Arup Ratan Mukhopadhyay, WBCS(Exe.), Special Secretary in this Department
3. Smt. Papia Ghosh Roychowdhury, WBCS(Exe.) Special Secretary in this Department
4. Smt. Kasturi Biswas, WBCS(Exe.) Special Secretary in this Department
5. Sri Supriya Adhikary, WBCS(Exe.) Joint Secretary in this Department
6. Sri/Smt _____
7. OSD/Registrar, M.A., M.D., ULC and T&CP wing
8. Section Officer, IT Cell
9. Guard file for record

Sd/- 27/3/26

Senior Special Secretary
to the Government of West Bengal