

o/c

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

ORDER

Memo No. 1954-UD

Dated: 23.05.2021.

Owing to the formation of a severe depression over Bay of Bengal which is likely to convert into a cyclonic storm named YAAS, it has been decided by the authority in this Department that a **Control Room** will operate in the Department of Urban Development & Municipal Affairs to aid and assist the preparedness and relief operations at **6th floor Conference Hall** at "NAGARAYAN" from **24th May, 2021 to 27th May, 2021**. The duty shifts vis-à-vis the duty roster of the officials of this Department who shall be the manning the control room are detailed below:-

Sl. No.	Date	Shift	Name of the Officials
1.	24.05.2021	8 A.M to 2 P.M.	1), Sabya Sachi Choudhury (S.O.)(8777091653) 2) Sri Bablu Samaddar(UDC)(9831536382), 3) Tarak Nath Saha (UDA)(9051856355)
2.	24.05.2021	2 P.M to 8 P.M	1) Sri Sourav Das Gupta (S.O.)(8777570630) 2) Sri Bablu Mandi (UDA)(9903916291), 3) Sri Rumen Roy, (LDA)(8777842310)
3.	25.05.2021	8 A.M. to 2 P.M.	1)Sabya Sachi Choudhury (S.O.)(8777091653) 2) Sri Bablu Samaddar (UDC) (9831536382), 3) Sri Tarak Nath Saha (UDA)(9051856355)
4.	25.05.2021	2 P.M to 8 P.M	1)Sri Soumitra Kumar Guha (S.O.) (9674812491), 2) Sri Akhil Krishna Paul (UDA) (9003724345), 3) Sri Bablu Mandi (UDA) (9903916291)
5.	26.05.2021	8A.M. to 2 P.M	1)Sri Sourav Das Gupta (S.O.)(8777570630), 2) Sri Bablu Samaddar (UDC) (9831536382), 3) Sri Rumen Roy, (LDA)(8777842310)
6.	26.05.2021	2P.M. to 8 P.M.	1)Sri Soumitra Kumar Guha (S.O.)(9674812491), 2) Sri Somnath Malick (UDA)(9007818934) 3) Sri Jayanta Biswas (LDA) (8116994916)
7.	26.05.2021 to 27.05.2021	8 P.M. to 8 A.M (27.05.2021)	1)Sri Soumitra Kumar Guha (S.O.) (9674812491), , 2) Sri Somnath Malick (UDA)(9007818934) 3) Sri Jayanta Biswas (LDA) (8116994916)
8.	27.05.2021	8 A.M. to 2 P.M.	1)Sri Sourav Das Gupta (S.O.)(8777570630), 2) Sri Bablu Samaddar (UDC) (9831536382), 3) Sri Rumen Roy, (LDA)(8777842310)
9.	27.05.2021	2 P.M to 8 P.M	1)Sabya Sachi Choudhury (S.O.)(8777091653) 2) Sri Bablu Samaddar (UDC) (9831536382), 3) Sri Tarak Nath Saha (UDA)(9051856355)

All Officials are requested to adhere by the above roster strictly. All Covid-19 related health protocol has to be followed strictly.

Any other staff required for duty shall be called on emergency basis.

Vehicle will be arranged for the officials on duty by Shri Somnath Malick (UDA) (9007818934/6290522162).

By Order:

Manoj Kumar Sinha 23/05/2021
(Manoj Kumar Sinha, Contact No. 9239358042/ 8617213285)
Deputy Secretary to the
Government of West Bengal

Memo No. 1954-1/(9)-UD

Dated: 23.05.2021.

Copy forwarded to:-

- 1) Commissioner, UD&MA Department
- 2) Special Secretary, UD&MA Department
- 3)All Joint Secretaries of UD&MA Department.
- 4)All concerned officials in the duty roster.
- 5) Sr. P.A. to Hon'ble MOS(IC) of this Department.
- 6) P.S. to Principal Secretary of this Department.
- 7) IT Cell of this Department with the request to upload in the Departmental website.
- 8) Sri Shymal Chakraborty (E.E. SLRDC), Contact No. 9475142124 (Housekeeping matters).
- 9) Sri Subrata Bannerjee (E.E. SLRDC), Contact No. 9830307767 (Lift & Electrical matters).

Manoj Kumar Sinha 23/05/2021
Deputy Secretary to the
Government of West Bengal