

No.A-11019/1/2014-Admn  
Government of India  
Department of Personnel & Training  
Staff Selection Commission(ER)

Nizam Palace, 1<sup>st</sup> MSO Building (8<sup>th</sup> Floor)  
234/4, A.J.C. Bose Road  
Kolkata-700020.

Dated: 19<sup>th</sup> November, 2014.

OFFICE ORDER

During the leave period of Shri Dipankar Dutta, Deputy Director & CPIO from 18.11.2014 to 28.11.2014, Shri Dilip Kumar Mitra, Assistant Director, C&A Section, Md. Ayub, Assistant Director, Exam.-I Section & Shri Nilanjan Karmakar, Assistant Director, Exam.-II Section will act as CPIO in respect of RTI matters of C&A Section, Exam.-I and Exam.-II of this Regional Office respectively in addition to their normal duties.

REGIONAL DIRECTOR (ER)

Copy for information to:

- 1) Shri Dipankar Dutta, Deputy Director, SSC(ER), Kolkata.
- 2) Shri L.K. Halder, Deputy Director, SSC (ER), Kolkata.
- 3) Assistant Director, Examination-I/ Examination-II/ Nomination/ Recruitment/ Administration/ Cash & Accounts Sections, SSC(ER), Kolkata.
- 4) Office Order file.

No.A-11019/1/2012-Admn  
Government of India  
Staff Selection Commission(ER)  
Department of Personnel & Training  
Nizam Palace, 1<sup>st</sup> M.S.O. Building (8<sup>th</sup> Floor),  
234/4, A.J.C. Bose Road, Kolkata-700020

Date: the 28<sup>th</sup> February, 2014

OFFICE ORDER

On completion of Level 'D' Training Programme of DOPT from 16.12.2013 to 07.02.2014 at ISTM, New Delhi, Shri L.K. Halder, has assumed the charge of Deputy Director in SSC(ER) w.e.f. 10.02.2014(FN) and Shri L.K. Halder, Deputy Director, SSC(ER) is hereby declared as CPIO of SSC(ER) w.e.f. 03.03.2014.

2. In supersession of the Office Order of even number dated 16<sup>th</sup> December, 2014, the distribution of works between the following two CPIOs of this office is allocated as under:

Shri Dipankar Dutta, Deputy Director & CPIO	Matters pertaining to : (a) Conduct of written examinations in respect of Open Competitive Examinations, (b) Bi-monthly Typewriting Tests, (c) Interview/Skill Test/Computer Proficiency Test/Physical Endurance Test/Medical Examination in respect of Open Competitive Examinations conducted by Staff Selection Commission and (d) Matters relating to Cash & Accounts of SSC(ER).
Shri Lakshmi Kanta Halder, Deputy Director & CPIO	Matters pertaining to : (a) General Administration and Establishment of the Eastern Regional office of Staff Selection Commission, (b) Common Screening Tests, Interview and Nomination in respect of Recruitment through Selection by Staff Selection Commission and (c) Projection of vacancy of posts and Nomination in respect of Open Competitive Examinations conducted by Staff Selection Commission.

3. All Assistant Directors of concerned Sections will submit files regarding RTI matters to their respective CPIOs as required under the provisions of the Section 5 RTI Act, 2005 with details of information available with them.

4. Shri B. Bandyopadhyay, Regional Director(ER), Staff Selection Commission (ER), is the Appellate Authority, in respect of all the matters pertaining to SSC(ER) under the aforementioned Act, 2005.

5. This issues with the approval of Regional Director (ER).

  
Assistant Director(Admn)

To

1. Shri B. Bandyopadhyay, Appellate Authority & Regional Director, SSC(ER)
2. Shri Dipankar Dutta, CPIO & Deputy Director, SSC(ER)
3. Shri L. K. Halder, CPIO & Deputy Director, SSC(ER)
4. Assistant Director (Examination-II Section), SSC(ER)
5. Assistant Director(Nomination Section), SSC(ER)
6. Assistant Director(Recruitment Section), SSC(ER)
7. Examination-I Section, SSC(ER)
8. Administration Section, SSC(ER)
9. Cash & Accounts Section, SSC(ER)

Copy to

10. Under Secretary (Estt-I), SSC(Headquarters), New Delhi
11. Under Secretary(Estt-II), SSC(Headquarters), New Delhi
12. Under Secretary (General Administration), SSC(Headquarters), New Delhi
- ✓ 13. EDP Cell for necessary uploading of the said information in the website of SSC(ER)
14. Files for Monthly and Quarterly Returns of RTI matters pertaining to SSC(ER)
15. Office Order file/Guard file
16. Hindi Cell

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Nizam Palace, 1<sup>st</sup> MSO Building (8<sup>th</sup> Floor)  
234/4, A.J.C. Bose Road  
Kolkata-700020

Dated: the 16<sup>th</sup> December, 2013

**OFFICE ORDER**

Consequent upon relieving of Shri L. K. Halder, CPIO & Deputy Director, SSC(ER), on 13.12.2013 (AN) for participating in the compulsory Level 'D' Training Programme of DOP&T w.e.f. 16.12.2013 to 07.02.2014 at ISTM, New Delhi, Assistant Directors of Administration, Nomination and Recruitment Sections of SSC(ER), will act as CPIOs with immediate effect on the RTI matters pertaining to the concerned sections, which were assigned to Shri L. K. Halder, Deputy Director vide the Office Order of even number dated 02.04.2013. They will act as CPIOs till the joining of Shri L. K. Halder, Deputy Director, after completion of his training.

2. In supersession of the Office Order of even number dated the 2<sup>nd</sup> April, 2013, the distribution of works among the following CPIOs of this office is allocated as under:-

Shri Dipankar Dutta, CPIO & Deputy Director	Matters pertaining to : (a) Conduct of written examinations in respect of Open Competitive Examinations, (b) Bi-monthly Typewriting Tests, (c) Interview/Skill Test/Computer Proficiency Test/Physical Endurance Test/Medical Examination in respect of Open Competitive Examinations conducted by Staff Selection Commission and (d) Matters relating to Cash & Accounts of SSC(ER).
Shri Bijoy Samanta, CPIO & Assistant Director, Nomination Section	Projection of vacancy of posts and Nomination in respect of Open Competitive Examinations conducted by Staff Selection Commission.
Shri Tanmoy Roy, CPIO & Assistant Director, Administration Section	Matters pertaining to General Administration and Establishment of the Eastern Regional Office of Staff Selection Commission.
Mohd. Ayub, Assistant Director & CPIO, Recruitment Section	Common Screening Tests, Interview and Nomination in respect of Recruitment through Selection by Staff Selection Commission

3. Assistant Directors of Administration, Nomination and Recruitment Sections are directed to submit files directly to the undersigned, on the matters other than RTI, till the joining of Shri L. K. Halder, Deputy Director, after completion of his training.

(B. Bandyopadhyay)  
Regional Director (ER)

To

1. Shri Dipankar Dutta, CPIO & Deputy Director, SSC(ER)
2. Shri Tanmoy Roy, Assistant Director (Admn. Section and Cash & Accounts Section)
3. Shri Nilanjan Karmakar, Assistant Director (Exam-I Section & Exam-II Section), SSC(ER)
4. Shri Bijoy Samanta, Assistant Director (Nomination Section), SSC(ER)
5. Mohd. Ayub, Assistant Director (Recruitment Section), SSC(ER)
6. Examination-II Section
7. Cash & Accounts Section

Copy to

1. Under Secretary (Estt-I), SSC(Headquarters), New Delhi
2. Under Secretary (Estt-II), SSC(Headquarters), New Delhi
3. Under Secretary (General Administration), SSC(Headquarters), New Delhi
4. EDP Cell for necessary uploading of the said information in the website of SSC(ER)
5. Hindi Cell for Hindi version
6. Files for Monthly and Quarterly Returns of RTI matters pertaining to SSC(ER)
7. Office Order file/Guard file

## RIGHT TO INFORMATION ACT

We share non-confidential information with the candidates and others in accordance with SSC's standing Instruction. Under the right to Information ACT, the various authorities in SSC, Kolkata are as under:

<b>Appellate Authority</b>	<b>Shri Biswajit Badyopadhyay</b> <b>Regional Director</b> Staff Selection Commission(Eastern Region) 8 <sup>th</sup> floor, 1 <sup>st</sup> MSO Building, Nizam Palace 243/4 AJC Bose Road, Kolkata-700020.
<b>Chief Public Information Officer (CPIO)</b>	<b>1. Shri Dipankar Dutta</b> <b>Deputy Director &amp; CPIO</b>  <b><u>Matters pertaining to :</u></b> (a) Conduct of written examinations in respect of Open Competitive Examinations, (b) Bi-monthly Typewriting Tests, (c) Interview/Skill Test/Computer Proficiency Test/Physical Endurance Test/Medical Examination in respect of Open Competitive Examinations conducted by Staff Selection Commission and (d) Matters relating to Cash & Accounts of SSC(ER).
	<b>2. Shri L.K.Halder</b> <b>Deputy Director &amp; CPIO</b>  <b><u>Matters pertaining to :</u></b> (a) General Administration and Establishment of the Eastern Regional office of Staff Selection Commission, (b) Common Screening Tests, Interview and Nomination in respect of Recruitment through Selection by Staff Selection Commission and (c) Projection of vacancy of posts and Nomination in respect of Open Competitive Examinations conducted by Staff Selection Commission.