

Government of West Bengal
Land & Land Reforms and Refugee Relief & Rehabilitation Department
Establishment Branch, Nabanna, 6th Floor,
325, Sarat Chatterjee Road, Shibpur, Howrah-711102
e-mail – estabseclr@gmail.com

No. 694 –Estt /1E-29/2023

Dated, Howrah, 27th February, 2024

NOTIFICATION

A State Constituted Service namely West Bengal Land Reforms Service (hereinafter referred as WBLRS) has been constituted under the administrative control of Land & Land Reforms and Refugee Relief & Rehabilitation Department with the strength not exceeding 734 posts with effect from 29.03.2023 vide this Department Notification No. 1200-Estt dated 29.03.2023 wherein the officers posted against 734 posts are inducted in the WBLRS by way of absorption as well as promotion and designated as Joint Director, Deputy Director and Assistant Director of this Department in the following manner:

Sl. No.	Pay Level under ROPA, 2019	No. of posts	Scale linked designation / Post in the rank
1.	Pay Level 16 Rs.(56,100-1,44,300/-)	440	Assistant Director
2.	Pay Level 17 Rs.(67,300-1,73,200/-)	220	Deputy Director
3.	Pay Level 19 Rs.(95,100-1,48,000/-)	74	Joint Director

2. In consonance with the provisions as laid down in Para 9 and Para 15 of the abovementioned Notification, the Department of Land & Land Reforms and Refugee Relief & Rehabilitation Department, being the Cadre Controlling Authority of the West Bengal Land Reforms Service, will make initial appointment of officers in the service and thereafter issue promotion, transfer posting and deputation of all officers belonging to West Bengal Land Reforms Service.

3. In this context, the question of setting up of designated Service Record Cell is urgently felt necessary under the Establishment Branch of this Department for updating the service particulars of the officers belonging to West Bengal Land Reforms Service.

4. The Periphery of work of the Service Records Cell, L&LR and R R& R Department will cover the following activities:-

a) Preservation of the Service Books of the Officers belonging to WBLRS Cadre in the safe custody. Various Service Particulars i.e. absorption, promotion, transfer, posting, release, joining, leave availed, pay fixation, increment, deputation, suspension, penalty and all related particulars of the Officers belonging to WBLRS are to be recorded therein with proper authentication.

b) Records of Service Verification certificates in Service Books.

5. In view of the above, the Governor is pleased to constitute a designated Service Records Cell for WBLRS Officers in the Land & Land Reforms and Refugee Relief & Rehabilitation Department at Nabanna under the control of Establishment Branch of this Department with immediate effect. It has also been decided that pay fixation of the WBLRS officers on account of promotion, implementation of ROPA will be made by the concerned controlling authority corresponding to their place of posting. Fixation of Pay of the WBLRS officers, who are on deputation in non-HRMS Establishment, will be made by this Department.

6. It is hereby instructed that all representations of the WBLRS officers, where concurrence of the Department is mandatory, should be forwarded to this Department well in advance with the recommendation of the concerned authority for its examination and consideration.

7. WBLRS Officers are also requested to provide the soft copies of their service particulars through their official email to the email of Establishment Branch of this Department for recording of the same in their Service Books.

8. For execution of the new system, Office of the DLRS & Joint LRC, West Bengal and all district authorities are hereby instructed to forward the Service Books of the officers belonging to WBLRS, duly updated in all respect, to this Department in the following schedule:

Sl. No.	Districts in which WBLRS Officers rendering their Service	Stipulated date within which Service Books are to be sent
1.	Howrah	within 15.03.2024
2.	South 24 Parganas	within 16.03.2024
3.	North 24 Parganas	within 18.03.2024
4.	Murshidabad	within 22.03.2024
5.	Birbhum	within 22.03.2024
6.	Nadia	within 15.03.2024
7.	Hooghly	within 15.03.2024
8.	Bankura	within 22.03.2024
9.	Purulia	within 22.03.2024
10.	Purba Burdwan	within 15.03.2024
11.	Paschim Burdwan	within 15.03.2024
12.	PurbaMedinipur	within 19.03.2024
13.	Paschim Medinipur	within 19.03.2024
14.	Jhargram	within 19.03.2024
15.	Malda	within 22.03.2024
16.	North Dinajpur	within 22.03.2024
17.	Dakshin Dinajpur	within 22.03.2024
18.	Darjeeling	within 31.03.2024
19.	Jalpaiguri	within 31.03.2024
20.	Kalimpong	within 31.03.2024
21.	Coochbehar	within 31.03.2024
22.	Alipurduar	within 31.03.2024
23.	Office of the DLRS and Joint LRC	within 31.03.2024

9. Service Books of WBLRS Officers, who are going to retire from Government Service on attaining the age of superannuation within one year from the date of publication of this Notification, need not to be sent.

10. The concerned Controlling Officer/ Head of Office corresponding to place of posting of the WBLRS Officer will act as Pension Sanctioning Authority and they shall take necessary action for settlement of retirement benefits in respect of the WBLRS Officers. Deputy Secretary & Designated Pension Sanctioning Authority of this Department will act as Pension Sanctioning Authority in respect of the WBLRS Officers posted in this Department.

11. The Pension Sanctioning Authority will send the requisition for procurement of the updated Service Book of the WBLRS Officers, who are going to retire from Government Service on attaining the age of superannuation, to the Service Records Cell of this Department before nine months from the date of retirement of the concerned officers in connection with preparation of Pension Papers for settlement of retirement benefits.

12. The Department of Land & Land Reforms and Refugee Relief & Rehabilitation Department, being the Cadre Controlling Authority of the West Bengal Land Reforms Service, will issue vigilance clearance to the officers belonging to the WBLRS services for the purpose of settlement of retirement benefits.

This order is issued with the approval of Secretary & LRC of this Department.

Sd/- Ajoy Sanyamath
Secretary to the Government of West Bengal

No. 694/1(6) –Estt /IE-29/2023

Dated, Howrah, 27th February, 2024

Copy forwarded for information and necessary action to:

1. The District Magistrate & Collector (all)
2. The Additional District Magistrate & DL&LRO, (all)/ ADM (LA) (all)
3. The P.S. to DLRS & Joint LRC, West Bengal, Survey Building, Kolkata-27
4. The 1st Land Acquisition Collector, Kolkata/The Collector, Kolkata Stamp Revenue/The Rent Controller, Kolkata/ Thika Controller, Kolkata & Howrah/Registrar, WBLRTT/ The Competent Authority, ULC Branch, UD&MA Department/ Registrar, WBAT
5. The Concerned Land & Land Reforms Officer's Association (all)
6. Office Copy


Assistant Secretary to the Government of West Bengal.