

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.

No.: 01/MA/N/C/1G-10/2005

Dated, Kolkata: the 7th January, 2013.

MEMORANDUM

Subject: Grant of Dearness Allowance to the employees of Municipal Corporations/ Municipalities/ Notified Area Authorities with effect from the 1st January, 2013.

In continuation of this Department's Memo. No. 146/MA/N/C/1G-10/2005 dated 23.12.2011 the undersigned is directed to state that the Governor is pleased to decide that with effect from the 1st January, 2013 and until further orders the employees of Municipal Corporations/Municipalities /Notified Area Authorities holding the scale of pay under relevant provisions as circulated under Resolution No. 79/MA/O/C-9/2P-5/2009 dated 27.02.2009, No. 135/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009, No. 136/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 and 137/ MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 to whom the State Government has been providing Dearness Allowances at State Government rates i.e. 16% of Band Pay and Grade Pay taken together with effect from the 1st April, 2009 shall draw Dearness Allowance @52% with effect from the 1st January, 2013.

Period from which payable	Pay Range	Rate of Dearness Allowance
01.01.2013	Pay upto ₹= 80,000/-	52% of Band Pay and Grade Pay taken together

- The calculation of Dearness Allowance shall be made taking into account the revised Band Pay, Grade Pay & Non Practising Allowance (NPA), if any but shall not include any other type of pay.
- The rates of Dearness Allowance to the categories of employees who are drawing their pay in the pre-revised scale of pay shall be enhanced from the existing rate of 103% to 115% with effect from 01.01.2013. All other constitutions as laid down in 10902-F (P) dated 09.12.2009 will continue to apply.
- The Dearness Allowance sanctioned above shall be rounded off to the nearest rupee in each case.
- This order issues in accordance with the Finance Department Memo No. 10617-F (P), dated 31st December, 2012.
- The Principal Accountant General (A&E), West Bengal / Pay & Accounts Officer, Kolkata Pay & Accounts Office and Treasury Officers and other concerned are being informed.


JOINT SECRETARY

Seen
24/1/13

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.

No.: 01/MA/N/C-2/IG-10/2005

Dated, Kolkata: the 7th January, 2013.

MEMORANDUM

Subject: Grant of Dearness Allowance to the employees of Municipal Corporations/ Municipalities/ Notified Area Authorities with effect from the 1st January, 2013.

In continuation of this Department's Memo. No. 146/MA/N/C-2/IG-10/2005 dated 23.12.2011 the undersigned is directed to state that the Governor is pleased to decide that with effect from the 1st January, 2013 and until further orders the employees of Municipal Corporations/Municipalities/Notified Area Authorities holding the scale of pay under relevant provisions as circulated under Resolution No. 79/MA/O/C-9/2P-5/2009 dated 27.02.2009, No. 135/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009, No. 136/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 and 137/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 to whom the State Government has been providing Dearness Allowances at State Government rates i.e. 16% of Band Pay and Grade Pay taken together with effect from the 1st April, 2009 shall draw Dearness Allowance @52% with effect from the 1st January, 2013.

Period from which payable	Pay Range	Rate of Dearness Allowance
01.01.2013	Pay upto Rs. 50,000/-	52% of Band Pay and Grade Pay taken together

- The calculation of Dearness Allowance shall be made taking into account the revised Band Pay, Grade Pay & Non Practising Allowance (NPA), if any but shall not include any other type of pay.
- The rates of Dearness Allowance to the categories of employees who are drawing their pay in the pre-revised scale of pay shall be enhanced from the existing rate of 103% to 115% with effect from 01.01.2013. All other constitutions as laid down in 10902-P (P) dated 09.12.2009 will continue to apply.
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JOINT SECRETARY

5077
5077
24/01/13

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.**

No.: 01/MA/N/C/21G-10/2005

Dated, Kolkata: the 7th January, 2013.

MEMORANDUM

Subject: Grant of Dearness Allowance to the employees of Municipal Corporations/ Municipalities/ Notified Area Authorities with effect from the 1st January, 2013.

In continuation of this Department's Memo. No. 146/MA/N/C/21G-10/2005 dated 23.12.2011 the undersigned is directed to state that the Governor is pleased to decide that with effect from the 1st January, 2013 and until further orders the employees of Municipal Corporations/Municipalities/Notified Area Authorities holding the scale of pay under relevant provisions as circulated under Resolution No. 79/MA/O/C-9/2P-5/2009 dated 27.02.2009, No. 135/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009, No. 136/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 and 137/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 to whom the State Government has been providing Dearness Allowances at State Government rates i.e. 16% of Band Pay and Grade Pay taken together with effect from the 1st April, 2009 shall draw Dearness Allowance @52% with effect from the 1st January, 2013.

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JOINT SECRETARY

50/271
24/01/13

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WORKERS' BUILDINGS, KOLKATA.

No.: 01/MA/N/C/1G-10/2005

Dated, Kolkata: the 7th January, 2013.

MEMORANDUM

Subject: Grant of Dearness Allowance to the employees of Municipal Corporations/ Municipalities/ Notified Area Authorities with effect from the 1st January, 2013.

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JOINT SECRETARY

50/1/11
24/01/13

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.**

No.: 01/MA/N/C/1G-10/2005

Dated, Kolkata on the 7th January, 2013.

MEMORANDUM

Subject: Grant of Dearness Allowance to the employees of Municipal Corporations/ Municipalities/ Notified Area Authorities with effect from the 1st January, 2013.

In continuation of this Department's Memo. No. 146/MA/N/C/1G-10/2005 dated 23.12.2011 the undersigned is directed to state that the Governor is pleased to decide that with effect from the 1st January, 2013 and until further orders the employees of Municipal Corporations/Municipalities /Notified Area Authorities holding the scale of pay under relevant provisions as circulated under Resolution No. 79/MA/O/C-9/2P-5/2009 dated 27.02.2009, No. 135/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009, No. 136/MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 and 137/ MA/O/C-5/CC/1R-1/2009 Dated 27.02.2009 to whom the State Government has been providing Dearness Allowances at State Government rates i.e. 16% of Band Pay and Grade Pay taken together with effect from the 1st April, 2009 shall draw Dearness Allowance @52% with effect from the 1st January, 2013.

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6. The Principal Accountant General (A&E), West Bengal / Pay & Accounts Officer, Kolkata Pay & Accounts Office and Treasury Officers and other concerned are being informed.


JOINT SECRETARY

50/11/13
24/01/13

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

NOTIFICATION

No: 1202 /MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

Sub: Enhancement of honoraria in favour of grass root level contractual functionaries engaged under "Urban Primary Health Care Services".

The undersigned is directed to inform that the proposal for enhancement of honoraria in respect of different categories of contractual personnel engaged under "Urban Primary Health care Services" running in 52 Urban Local Bodies and funded by this Department was under consideration of the Government for some time past.

2. Now, in modification of this Department's Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010, the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord approval to enhancement of honoraria @ 25% of the existing honoraria in favour of all categories of contractual personnel engaged under "Urban Primary Health Care Services" running in 52 Urban Local Bodies, funded by Municipal Affairs Department, w.e.f. 01.12.2013 subject to the condition that the present enhancement of honoraria at prescribed rate will strictly be over and above the amount of honoraria each was receiving prior to 01.12.2013 in terms of this Department Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010 excepting Specialist Doctors at ESOPD levels of the said Urban Health Programme who will continue to be guided by the Notification No. 1193/MA/P/C-10/1G-5/2007 dated 24.12.2008.

3. The charges involved for this purpose are debitable to the Head of Account "2217- Urban Development-05-Other Urban Development Schemes-191-Assistance to Municipal Corporations-NP-Non Plan -023-Urban Primary Health Care Services[MA]-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted" and "2217- Urban Development-05-Other Urban Development Schemes-192-Assistance to Municipalities/Municipal Councils-NP-Non Plan -022-Urban Primary Health Care Services[MA]-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted".

4. This order issues with the concurrence of the Finance (Audit) Department vide their U.O. No. 471 Gr. P-2 dated 18.11.2013.

5. The Principal Accountant General, West Bengal and other concerned are being informed.

By order of the Governor

Sd/- B.C. Patra

**Joint Secretary to the
Government of West Bengal**

No: 1202 /1(70)/MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata- 700 001.
- 2) Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata- 700 001.
- 3) Principal Secretary, Health & Family Welfare Department, Swasthya Bhavan, GN-29, Salt Lake, Sector-V, Kolkata – 700 106.
- 4) Mayor/Chairperson, _____ Municipal Corporation/Municipality,
P.O. _____, Dist. _____.
- 5) Commissioner, _____ Municipal Corporation,
P.O. _____, Dist. _____.
- 6) Finance (Audit) Department, Group P-2 of this Government.
- 7) Finance Department (Gr. N) of this Government
- 8) Director, SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
- 9) Director of Local Bodies, West Bengal, Purta Bhavan, Salt Lake, Kolkata – 091.
- 10) Chief Executive Officer, KMDA, Prasasan Bhavan, DD-1, Salt Lake, Kolkata – 700 064.
- 11) Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market PO, Salt Lake, Sector-III,
Kolkata - 700 106.
- 12) Project Officer (Health), SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
- 13) Accounts Officer, SUDA, ILGUS Bhavan, HC Block, Salt Lake, Sector-III, Kolkata – 700 106.
- 14) P.S. to MIC of this Department
- 15) Pr.S. to Principal Secretary of this Department
- 16) P.A. to Joint Secretary (BCP) of this Department.
- 17) Guard File of Cell-10 of this Department.


Joint Secretary to the
Government of West Bengal

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

NOTIFICATION

No: 1202 /MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

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By order of the Governor

Sd/- B.C. Patra

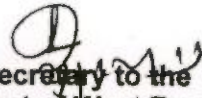
**Joint Secretary to the
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- 4) Mayor/Chairperson, _____ Municipal Corporation/Municipality,
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- 7) Finance Department (Gr. N) of this Government
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Joint Secretary to the
Government of West Bengal

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

NOTIFICATION

No: 1202 /MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

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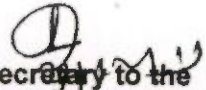
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Joint Secretary to the
Government of West Bengal

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

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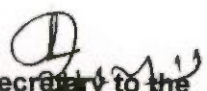
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Joint Secretary to the
Government of West Bengal

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

NOTIFICATION

No: 1202 /MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

Sub: Enhancement of honoraria in favour of grass root level contractual functionaries engaged under "Urban Primary Health Care Services".

The undersigned is directed to inform that the proposal for enhancement of honoraria in respect of different categories of contractual personnel engaged under "Urban Primary Health care Services" running in 52 Urban Local Bodies and funded by this Department was under consideration of the Government for some time past.

2. Now, in modification of this Department's Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010, the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord approval to enhancement of honoraria @ 25% of the existing honoraria in favour of all categories of contractual personnel engaged under "Urban Primary Health Care Services" running in 52 Urban Local Bodies, funded by Municipal Affairs Department, w.e.f. 01.12.2013 subject to the condition that the present enhancement of honoraria at prescribed rate will strictly be over and above the amount of honoraria each was receiving prior to 01.12.2013 in terms of this Department Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010 excepting Specialist Doctors at ESOPD levels of the said Urban Health Programme who will continue to be guided by the Notification No. 1193/MA/P/C-10/1G-5/2007 dated 24.12.2008.

3. The charges involved for this purpose are debitable to the Head of Account "2217- Urban Development-05-Other Urban Development Schemes-191-Assistance to Municipal Corporations-NP-Non Plan -023-Urban Primary Health Care Services[MA]-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted" and "2217- Urban Development-05-Other Urban Development Schemes-192-Assistance to Municipalities/Municipal Councils-NP-Non Plan -022-Urban Primary Health Care Services[MA]-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted".

4. This order issues with the concurrence of the Finance (Audit) Department vide their U.O. No. 471 Gr. P-2 dated 18.11.2013.

5. The Principal Accountant General, West Bengal and other concerned are being informed.

By order of the Governor

Sd/- B.C. Patra

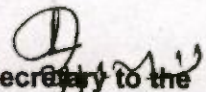
**Joint Secretary to the
Government of West Bengal**

No: 1202 /1(70)/MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata- 700 001.
- 2) Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata- 700 001.
- 3) Principal Secretary, Health & Family Welfare Department, Swasthya Bhavan, GN-29, Salt Lake, Sector-V, Kolkata – 700 106.
- 4) Mayor/Chairperson, _____ Municipal Corporation/Municipality,
P.O. _____, Dist. _____.
- 5) Commissioner, _____ Municipal Corporation,
P.O. _____, Dist. _____.
- 6) Finance (Audit) Department, Group P-2 of this Government.
- 7) Finance Department (Gr. N) of this Government
- 8) Director, SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
- 9) Director of Local Bodies, West Bengal, Purta Bhavan, Salt Lake, Kolkata – 091.
- 10) Chief Executive Officer, KMDA, Prasasan Bhavan, DD-1, Salt Lake, Kolkata – 700 064.
- 11) Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market PO, Salt Lake, Sector-III, Kolkata - 700 106.
- 12) Project Officer (Health), SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
- 13) Accounts Officer, SUDA, ILGUS Bhavan, HC Block, Salt Lake, Sector-III, Kolkata – 700 106.
- 14) P.S. to MIC of this Department
- 15) Pr.S. to Principal Secretary of this Department
- 16) P.A. to Joint Secretary (BCP) of this Department.
- 17) Guard File of Cell-10 of this Department.


Joint Secretary to the
Government of West Bengal

**Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata – 700 001**

NOTIFICATION

No: 1202 /MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

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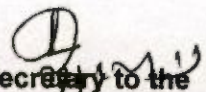
**Joint Secretary to the
Government of West Bengal**

No: 1202 /1(70)/MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

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- 3) Principal Secretary, Health & Family Welfare Department, Swasthya Bhavan, GN-29, Salt Lake, Sector-V, Kolkata – 700 106.
- 4) Mayor/Chairperson, _____ Municipal Corporation/Municipality,
P.O. _____, Dist. _____.
- 5) Commissioner, _____ Municipal Corporation,
P.O. _____, Dist. _____.
- 6) Finance (Audit) Department, Group P-2 of this Government.
- 7) Finance Department (Gr. N) of this Government
- 8) Director, SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
- 9) Director of Local Bodies, West Bengal, Purta Bhavan, Salt Lake, Kolkata – 091.
- 10) Chief Executive Officer, KMDA, Prasasan Bhavan, DD-1, Salt Lake, Kolkata – 700 064.
- 11) Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market PO, Salt Lake, Sector-III, Kolkata - 700 106.
- 12) Project Officer (Health), SUDA, ILGUS Bhavan, HC Block, Sector-III, Salt Lake, Kolkata – 106.
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- 14) P.S. to MIC of this Department
- 15) Pr.S. to Principal Secretary of this Department
- 16) P.A. to Joint Secretary (BCP) of this Department.
- 17) Guard File of Cell-10 of this Department.


Joint Secretary to the
Government of West Bengal

540B

To
The Director
State Urban Development Agency, West Bengal (SUDA)
Kolkata,

Sub: Application for the post
of Computer Assistant. ✓

Sir,

In response to your advertisement in Anandabazar Patrika on 16.01.2008, I want to offer myself for the post of Computer Assistant.

I am a Commerce Graduate(Hons), and have successfully completed various computer courses, like Fundamentals & D BASE III PLUS, IBA(NEXT & TALLY), MS-OFFICE, FOXPRO etc. I have a very good speed in English Typewriting. Therefore, I would like to request you that you give me a chance to serve at your institution. My biodata is being attached with this application.

Thanking you,

date; 25.01.2008

Place: Kolkata

Yours faithfully

Sudip Roy ✓
(SUDIP ROY)

1) Computer Fundamentals & DBase III Plus
ii) FA system (Tally & MNC)
iii) windows, MS office and COS/ISN

✓ Age - 32 yrs

✓ HS - (B Com)

?? | 4) Working Exp. paid - Not specifically
mentioned regard Computer field or
Paid - 6484 Not

BIO - DATA

1. Name : SUDIP ROY ✓
2. Father's Name : Sri Swadesh Roy
3. Address : 3/1/108 Belegkata Main Road, Kolkata 700 085
[Ph. 9883013867 (Res.)]
4. Date of Birth : 04/01/1976 - 32yrs ✓
5. Educational Qualification :
a) Madhyamik Exam in 1992 (63%)
✓ b) Higher Secondary in 1994 (55%)
c) B.Com (Hons) in 1997 (49%) [From University of Calcutta]
6. Technical Qualification :
a) Certificate in Library Science in 1998 (72%)
[From Bengal Library Association]
b) Bachelor in Library & Information Science in 2000 (66%) [From Jadavpur University]
c) Computer
i) Fundamentals & DBase III Plus
ii) F.A. (Tally & Next)
iii) Windows, MS-Office and CDS/ISIS
iv) Typewriting (Speed 35 w.p.m)
7. Hobby : Stage drama, Audio drama and Recitation
8. Experience : Working at Paschimbanga Bangla Akademi
from Dec 2000 [Ph. 2223-9978, Monday to Friday from 12 noon to 6:30 pm]

Date : 25/01/2008
Place : Kolkata (Calcutta)

Sudip Roy

~~Computer - Fundamentals~~ Signature

CI-ST-709

CO/AS - 395

43+ yrs.

Above 40 yrs.
et al

To:

THE DIRECTOR,
STATE URBAN DEVELOPMENT AGENCY, WEST BENGAL.
ILGUS BHAVAN, HC BLOCK, BIDHANNAGAR,
KOLKATA - 700 106.

APPLICATION FOR THE POST OF COMPUTER ASSISTANT
OR CLERK-CUM-STOREKEEPERS


Respected Sir,

In response to your advertisement in Ananda Bazar Patrika, dated 16 Jan' 2008, for some post of Computer Assistant/Clerk-Cum-Storekeepers. I beg to offer myself as an Ex-Serviceman Candidate for one of the same.

Further I attached my Bio-Data and Certificates for your kind perusal.

Place:- Kharagpur.

Date:- 22 Jan' 2008.



(Ex-Sgt. SUVOJIT SEN)

Signature of the Applicant.

BIO-DATA

Name : SUVOJIT SEN.
Father's Name : Nikhil Kumar Sen.
Date of Birth : 20.06.1964.
Permanent Address : EX-SGT. SUVOJIT SEN
C/O:- Dr.D.N. SEN
SUBHASPALLY,
POST- KHARAGPUR.
DIST- PASCHIM MEDINIPUR.
WEST BENGAL, PIN-721301.



Educational Qualification :

Examination Passed	Board	Year	% of Marks	Division
Madhyamik	W.B.B.S.E	1979	48.7	II
H.S	W.B.C.H.S.E	1981	37.5	P
EQUIVALENT TO GRADUATION- MILITARY QUALIFICATION.				

Community : EX-SERVICEMAN.
Sex : Male.
Religion : Hinduism.
Nationality : Indian

Details of experience including names of uniform services with Corps/ Branches:-

- A) Enrolled in- INDIAN AIR FORCE. B) Branches- Accounts clerk.
C) Date of joining- 10.04.1984. D) Date of discharge- 30.04.2004.
E) Total Service- 20yrs. F) Last rank held- SERGEANT.

Additional Qualification : Computer course of Certificate in Financial Accounting Systems. (CFAS) from Midnapur Youth Computer Training Centre.

I declare that the all information furnished above are true & correct to the best of my knowledge.

Place : Khara & Pur.
Date : 22 Jan' 2008.


(EX-SGT. SUVOJIT SEN)
Mobile no- 9333420638

Cl-St-710

Comp. Asst - 396

Comp. Asst.



u/sk. ✓ Age - 29yr +
Quali - MA
✓ Exp. e period - Indicated above.

1) Diploma in Type writing
Computer operating / Financial
Diploma in NMT / Diploma in Accounting/
Age:- 29+ yrs course in N's office from NMT

3) Quali:- H.S - M.A.

Exp. e period:- Accounts handling in
Cordia company from 1999 in date.
• handling a local management.
• Admin Asst in Cornier company (1998-1999)

? No signature

CURRICULUM VITA

Email - arbiswas@apac.ko.com

Application for the post of Clerk cum Stores keeper / computer Assistant.

To.
The State Urban Development Agency.
West Bengal Hgus Bhawan.
H C Block .
Bidhan nagar
Kolkata. 106.

Name : Arjun Biswas
Fathers Name : Late Amulya Biswas
Date of Birth : 1st June 1978
Whether belong to : OBC
Employment Exchange Registration No - TUF / 387 / 96 / 95

Postal Address : Vill - Rampur Bazar
Post Rampur Bazar
Dist - Cooch Behar (WB)
Phone-09474390727.

Permanent Address : Vill - Rampur Bazar
Post Rampur Bazar
Dist - Cooch Behar (WB)

Educational Qualification

Examination	Board / University	Year of Passing
MP	W.B.B.S.E	1995
HS	W.B.C.HSE	1998
BA	NBU	2003
MA	CU	2005

Language Knows Hindi / English / Bengali / Assamiss / Nepali.

Extra Qualification

Diploma in Type writing Computer Operating Financial Account ant (FA)
Diploma in **MMT** (Institute of Rail Transport Supply chain & Logistic
Management New Delhi.

Works Experience

Period

Company / designation.

Job Profile

18th June 1999 to till date
distribution .

Reporting to Finance manager
Handling Cash & Banking works

Handling 20 transport &

Handling 1500 Vendors all over India

As a Logistic & Purchase Department at coca Cola Company Worlds No 1.

Processing Employee travels
Expenses and Vendor A/ c Recon.

- Handling Dealer & End-user satisfaction and stores and shipping department .
- Handling develop system Materials
- Prepared Logistic movement report transport wise raceways generated monthly statement A/c payable and receivables.

Responsibility :

- **Supply Chain** & Logistics of Siliguri & Bhutan Unit.
- Inventory & Logistic management.

Procurement of Raw Materials, Consumables, SGA's , Vehicles, Glass & Crates, Crowns, Machineries & Spares etc.

- Sourcing of Finished Goods.
- Negotiation , Vetting & finalization of Purchase Orders for Goods & Services.
- Co-Ordination with Plant, Marketing, Depot, Finance & Region Office.
- Fixation/determination of Inventory Level i.e. Buffer Stock / Safety Stock & Re-Ordering Level.
- Engagement of Transporters for distribution & supplies for different locations.
- Purchase function is Computerized in and **ERP** environment (SCALA- 4.15).
- Implementation of Materials Requirement Planning System in EXCEL.

10th May 1998 to 17th June 1999. Admin assist in Overnite express courier service Company.

- Handling Cash & Banking works .Operating Dispatch section etc.
- Processing of freight Bill in Strict compliance & Adherence of all class as per transportation Agreement . A/ c Recon on.
- Prepared Manual voucher and feeding same in tally.

Computer Exposure :

Completed a P.C. Operation Course from Electronic Management Center.
Conversant with MS-DOS, dBase III+, LOTUS-123. And **MS OFFICE** from **NIIT**,
Vizag. Also conversant with the Shipping/ Distribution Package - Tally..

Thanks & Regards

Arjun Biswas.

Hindustan coca cola beverages Pvt ltd

Rani nagar jalpaiguri (WB) 735101.

Ph 03561 250250.

Cell 09474390727.

To,
The State Urban Development Agency,
West Bengal,
Ilqus Bhawan, HC block,
Bidhannagar,
Kolkata-700 106

CL-51-711

Comp. # St. - (397)

MCO Certified course for course

X Age: - 19+ yrs.

(under age).

[Sub: Application for the post of E and F respectively]

Sir,

I beg to offer myself as a candidate for the above post.
My full particulars are given below.

1. Name : Suchandra Biswas
2. Father's name : Chandna Sekhar Biswas.
3. Date of Birth : 12.08.1988.
4. Qualification : H.S. passed (Science)
Extra: basic computer course from CMC.
5. Address : Makhla, 29, Beniapukur dhar, Post: Makhla,
Dist: Hooghly, PS: Uttarpara, Pin: 712245.

My original certificates will be produced at time of interview.

16.01.08.

Thanking you,
Suchandra Biswas.

Comp. Asst

To

cl st - 712

Comp. Asst - 398

The Director,
State Urban Development Agency, West Bengal,
Ilguy Bhawan,
He Block,
Bidhannagar,
Kolkata - 700106

Comp.
Asst.

✓ DCA for 1 1/2 yrs.
Medical transcription course
DIP course

✓ Age - 34 yrs +

✓ Quali - Msc.

Exp. & period - 1-1 1/2 yrs exp.
as computer operator.

Experience
2 yrs.

Sir,

With reference to your advertisement published
in The Anandabazar Patrika, dated 16th January
2008, I offer my candidature for the post of
Male Computer Assistant/ clerk cum Store keeper in
your esteemed organisation.

My biodata is attached herewith for your
kind perusal. I have a working experience of
about 1-1/2 years of computer related project
works in various companies. If you select
me for the same, I can offer you my best
service in the discharge of all my
duties and responsibilities for the well-being
of our organisation.

Yours faithfully
Anirban Das

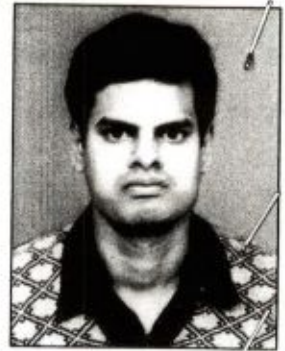
Dated
17.1.2008

The candidate for the position

Age - 34 yrs +
Quali - Msc.
Exp. & period -

ANIRBAN KAR

*C/o, Chiranjib Kar,
BR-15/4, Swaranika Housing,
Co-Operative Society,
Phase – II, Sakuntala Park,
Biren Roy Road (West)
Kolkata – 700 061
Contact No. : (033) 2498-2252 / 2247 4932*

**CAREER OBJECTIVE**

Looking for a challenging and adventurous job in your esteemed organization. At the same time, want to expand the horizon of knowledge in the industry and strive to work towards the company's growth and its goals.

EDUCATIONAL QUALIFICATION

- Passed M.Sc. (Museology) from Calcutta University in the year 2000.
- Passed B.Sc. Hons (Zoology) from Calcutta University in the year 1997.
- Passed Higher Secondary Examination from W.B.B.H.S.E in year 1993.
- Passed Madhyamik from W.B.B.S.E. in the year 1991.

COMPUTER SKILLS

- CPISM (6 months) Course : (Module)
 - MS-Office,
 - Website Design and Publishing with Front Page 2000.
 - Database design with Java Script.
 - Networking with Windows 2000.
 - Advanced Concepts of Information Technology.
- DISM (One year) Course : (Module – I)
 - Programming fundamentals.
 - Object oriented Programming Fundamentals.
 - Java Programming Language,
 - Advanced Java.
- Module - II
 - SQL Server 2000.
 - Programming in C.
 - Programming in VB. Net, VB 5.0.
 - Developing Applications Using Win Forms.
 - From Aptech Computer Education (Kankurgachi).

CURRICULUM VITAE

- DCA Course (1 & ½ Years) :
 - Internet & Financial Accounting System Visual Basic, Visual FoxPro.
- Medical Transcription Course (9 Months) :
 - Completed 9 months MT Training Course from Info vision Software Private Ltd.
- DTP Course (Corel Draw, Photoshop, Page Maker & Others) :
 - Currently doing at Brainware Computer Academy (Camac Street Branch).

WORK EXPERIENCE

- ❖ Completed a Project work on Photo Identity Card in Lohia Industries Pvt. Ltd. as a computer Operator.
- ❖ Completed other short term Data Entry project Work consisting of Scanning and Data entry work in Reckon Impex, Pvt. Ltd. as a Computer Operator.
- ❖ Completed a long-term (1 year) computer project work (P.D. – Verafcit) in DPS Technologies Pvt. Ltd. as computer operator.

INTERPERSONAL

- ❑ Highly organized and dedicated, with a positive attitude
- ❑ Innovative problem solving skills within specific constraints
- ❑ Tenacity to pursuing a project until it's through.
- ❑ Adaptability to changing environment.

LANGUAGES

English	Read, Write & Speak
Bengali	Read, Write & Speak
Hindi	Read, Write & Speak

HOBBIES AND INTEREST

- ✓ Listening to Music.
- ✓ Reading Book .
- ✓ Hard Working & Sincere.
- ✓ Proficient in Sketch/Painting.

PERSONAL DETAILS

Father's Name	Prof. Chiranjib Kar, M.A., M. Phil.
Date of Birth	16.12.1974
Sex	Male
Nationality	Indian
Religion	Hinduism
Marital Status	Single
Category	General Quota

Date : 17-1-2008

Place : Kolkata

Anirban Kar
(ANIRBAN KAR)

PATHAK PARA
VILLTPO - UKHRA.
DIST - BURDWAN.
PIN - 713363 (W.B).

cl-st-710
Comp Asst - 400
Comp Asst

Diploma in information
Technology application
X Age - Not mentioned
X Edu - H.S.
X Experience in period
L Not mentioned

To,
THE DIRECTOR,
STATE URBAN DEVELOPMENT AGENCY,
WEST BENGAL.

SUB: APPLICATION FOR THE POST OF COMPUTER ASST./CLERK-CUM-STOREKEEPER

Sir,
In response to your advertisement (published on AB Post 16th Jan. 08) in a leading newspaper, I would like to avail myself for the vacancies of the above mentioned categories of your Agency.

I have done a diploma course from DURGAPUR YOUTH Computer Training Centre - a joint initiative of the Dept. of Sports & Youth Services, Govt. of West Bengal and Excel Infocom Pvt. Ltd. in the year 2003. Though I don't have any experience in this field but I am confident that I will be able to do my job with utmost sincerity & dedication and will give you no chance to complain.

I hope you'll be kind enough to give atleast a chance to this unemployed candidate of your state to prove my worth. I'm enclosing all my necessary credentials (xerox) along with this application for your perusal & expecting your kind favour in this regard.

Thanking you.
Yours faithfully.

SOURAV KR. MITRA.
PATHAK PARA.
VILLTPO - BURDWAN.
PIN - 713363 (W.B).

STATE URBAN DEVELOPMENT AGENCY.
WEST BENGAL.
ILGUS BHAVAN, HC BLOCK, BIDHAN NAGAR
KOLKATA - 106.

CL-St-714
Comp Assf - 401

Comp Assf } Done 1001, window
MC. office
Age - 26+ yrs.
Quali. Bsc.
Exp 2 period -
indicated as a
Staff
tw 2 yrs.

SUB:- Application for the post of COMPUTER ASSISTANTS
or. CLEARK-CUM-STOREKEEPERS.

Sir,

In response to your Advertisement in the ANANDA BAZAR PATRIKA dated 16.01.08. I submit my application for the post of a Computer Assistants or. cleark cum Store Keepers. in your establishment with the following for your kind consideration. Please find my Bio-data enclosed here with.

If given a chance, I assure you that I shall prove myself diligent and honest in the execution of my duties that will entrusted to me.

Thanking you.

Date:- 21.01.08.

Place:- Rupnarayanpur.

yours faithfully

Arup Chatterjee

(ARUP CHATTERJEE)

CV- { Age - 26+ yrs.
Quali. Bsc.
Exp 2 period. Indicated above

From -
Mahua Basak
C/o Sri Asit Kr. Basak
P-123, Lake Town
Block-A, Kolkata-89.
(Behind U.B.I.)
(Mob: 9830399466)

To
The Director
SUDA, W.B.
ILGUS BHAVAN, HE BLOCK,
BIDHANNAGAR
KOLKATA-700106.

Age - 26 yrs
Msi.
Wanted to work
and learn
Computer
Answer
CL-ST-715
Comp Asst 402
6 months
No unfiled
work in computer

Sub: Application for the Post of
1) Computer Assistants or
2) Clerk-cum-Storekeepers.

Respected Sir,

In response to your advertisement dated
16.1.08 in the Anandabazar Patrika, I beg to apply for the post
of Computer Asst. or Clerk-cum-Storekeepers

I passed BSc (Hons) under C.U. and
worked at BANDHAN (Microcredit Organisation) for six months
as a Secretary to the Executive Director. Earlier I worked
in IMPLANT HOUSE as a Medical Asst. I have completed a
Certificate Course in Computer Application. I am now taking
preparation for Govt. Service for better career prospect &
higher job satisfaction.

Earnestly hope, that you will kindly oblige
me by giving a chance to prove my excellence.
Thanking you, Sir,

Yours faithfully
Mahua Basak.

Encls: -
Xerox copy of Certificate.

Computer Knowledge:

- Ms-word
- Excel
- Windows
- Powerpoint
- Internet
- Email

Work Experience:

Organisation	Designation	Work Details
BANDHAN-Konnagar (An organization for hope for the poor)	Secretary to the Executive Director	<ul style="list-style-type: none">• Making all the correspondence of Executive Director• Fax• Scanning• E-mail• Computer typing
		Experience/2 yr
Implant House Laser & Diagnostic Centre 40A, Beckbagan Row, Kolkata - 700 017	• Junior Medical Executive	<ul style="list-style-type: none">• Assisting doctors• Making Report in computer as per doctor's advice• Perimetry deptt. in charge• Motivating patient
		Experience/2 yr
Bajaj Allianz	• Insurance Consultant	<ul style="list-style-type: none">• Experience -6 months

Total Experience: 2 years 6 months

AREA OF INTEREST

Teaching
Net surfing
Music

Expected Salary: Negotiable

PLACE : KOLKATA
DATE :

Mahua Basak

MAHUA BASAK

cl-st-716
Comp. Asst 403

Com Art / Paid
Contributions
in Informal
Technical
College Bunked
Applicat.
mentioned.
Age - 33 yrs.
Quali. - B.A.
Exp. Period -
Not mentioned

The Director, SUDA
STATE URBAN DEVELOPMENT AGENCY, WEST BENGAL
ILGUS BHAVAN, HC BLOCK, BIDHANNAGAR, KOLKATA-700091

Re. ; EMPLOYMENT NOTICE NO. 1/2008
For The post of (E) & (F) Category

Respected Sir/Madam,

I came to know that, from your advertisement published in THE ANANDA BAZAR PATRIKA dated 16.01.2008 that you are going to recruit some men for the post of Computer Assistance & Clerk-cum-Storekeepers. I am applying for the same. I am enclosing my bio-data with the application.

If you kindly consider my candidature me I shall be highly obliged.

Thanking you,

Yours Sincerely,

Keya Nath
(KEYA NATH)

Date ; 17.01.2008

Place ; KOLKATA.

Exp. Period -
Not mentioned

R E S U M E

PERSONAL DETAILS

N A M E : KEYA NATH
HUSBAND'S NAME : SRI RAJDIP NATH
DATE OF BIRTH : 1st day of December, 1975
ADDRESS : 10E, Paramhansa Deb Road,
Alipore,
Kolkata - 700 027
Contact No. : 2479-6769/ (M) 9836834392
NATIONALITY : I n d i a n
LANGUAGES KNOWN : Bengali, English & Hindi

QUALIFICATION

(a) ACADEMIC : * Passed Madhyamik Examination
from Lake School for Girl's in
1993.
: * Passed Higher Secondary
Examination from Lake School for
Girls' in 1995.
: * Passed B.A (2 year pass)
Examination
from C.U. in the year 1997.

(b) PROFESSIONAL TRAINING

- : * Passed Certificate in CITA from STATE YOUTH COMPUTER CENTRE and Passed Diploma Course in DESK TOP PUBLISHING.

- : * Passed Certificate in Pre-primary Teacher's training from NETAJI SUBHAS OPEN UNIVERSITY.

Date ; 17.01.2008

Place ; Kolkata.

Kaya Nath

S I G N A T U R E

To
The Secretary,
State Urban Development Agency, West Bengal
Ilgus Bhavan, HC Block, Bidhannagar,
Kolkata - 7000106.

U/SK. Age - 27+ yrs
Quali - Bsc
Exp. & period - Working as computer
operator. not mentioned.
Cl-St-717

Comp-Asst-404
Comp.
Asst.

Certified course in
DTP
Age - 27+ yrs.
Quali - Bsc
Exp. & period -
Working as computer
asst.
? Period not mentioned

Sub: Application for the posts of Computer Assistants & Clerk-cum- Storekeeper

Dear Sir,

In response of your advertisement dated 16th January (Employment Notice No: 1/2008) in Ananda Bazar Patrika, I am applying for the posts of Computer Assistant & Clerk-cum-Storekeeper. My academic qualification and other qualifications are same as you mentioned in your advertisement. I am enclosed my Bio Data with the application letter.

Date: 16/01/2008

Thanking You,
Yours Faithfully

Sandip Chandra.
(Sandip Chandra)

CURRICULUM VITAE

SANDIP CHANDRA

39D, BENI NANDAN STREET

KOLKATA-700025

CONTACT NO:- Mobile: 9231683226

e-mail: chandrasandip2008@gmail.com

CAREER OBJECTIVE

Looking for long-term association where individual talent, skill, honesty and hard work are acknowledged and congenial working environment is provided.

ACADEMIC QUALIFICATION

COURSE	SCHOOL/COLEGE	YEAR OF PASSING	PERCENTAGE
Madhyamik	Mitra Institution	1997	61%
Higher secondary	Asutosh College	1999	39.5%
B.sc	Asutosh College	2003	48%

COMPUTER PROFICIENCY

Knowledge in Computer Fundamental Windows Operating System and MS Office.

Certificate course in DTP from Brilliant Computer in 2007

WORKING EXPERIENCE

Presently working in MANTHAN BROADBAND SERVICE Pvt Ltd as computer assistant .

PERSONAL DETAILS

Father's Name : Sri Jayanta Chandra
Date of Birth : 05/11/1980
Sex : Male
Marital Status : Single
Language Known : English, Hindi, Bengali.,
Nationality : Indian
Hobbies : Reading and listing to music.

Date: 16/01/08.

Sadip Chandra.

(Signature)

STATE URBAN DEVELOPMENT
AGENCY, WEST BENGAL.

NAIHATI
16-01-2008

JLGUS BHAVAN, H-C BLOCK,
BIDHAN NAGAR,
KOLKATA - 700106.

cl-st-7/9
Comp. Asst-406

∴ EMPLOYMENT NOTICE NO-1/2008.

Sirs,

In response to your advertisement
in the statement of 16th January for
computer assistance or clerk-cum-
stockkeeper, I beg to offer myself
as a candidate for the post. Details
of my qualification are given below.

Comp. Asst. in Teachers' training
for 1 yr.
Age-33
Quali. H.
Exp. 2 years
- Not mentioned
Age-33
Quali. H.
Exp. 2 years
- Not mentioned

I shall be highly obliged if you
kindly consider my application and
give me a chance to serve in
your organisation.

Thank you,

Yours faithfully
Ranjun K. Kar.

BIO-DATA

NAME : RANJAN KUMAR KAR
FATHER NAME : RABIN KAR.
ADDRESS : C/O - G. L. GHOSH, NIBEDITA PALLI,
MADRAL ROAD, NAIHATI, 24-PAS(N).
DATE OF BIRTH : 26TH OCTOBER, 1974.
NATIONALITY : INDIAN.
QUALIFICATION : (i) PASSED MADHYMIC EXAMINA-
TION IN 1994 AND WAS PLACED
IN SECOND DIVISION.
(ii) PASSED HIGHER SECONDARY
EXAMINATION IN 1996 AND WAS
PLACED IN PASS DIVISION.
EXTRA QUALIFICATION : LEARNT COMPUTER
TEACHERS TRAINING COURSE
FOR ONE YEARS FROM SOCIETY
FOR INFORMATION TECHNO-
LOGY DEVELOPEMENT,
BARRACK P.O.E.

Comp. BSH
Computer Assitant / clerk - cam - Storekeepers
Do's windows, MS-Word,
Excel

RESUME

cl-st-720
Comp. Asst - 407

Age - 31+ yrs
NAME : SUBIKASH RAY
Quali - B.A.

cl-st-31+ yrs
Quali - BA
Exp 2 period
Not mentioned

Exp 2 period
DATE OF BIRTH : 16/11/1976
Not mentioned

PRESENT & PERMANENT ADDRESS : 139. MAJHERPARA ROAD, THAKURR
KOLKATA-700063

SEX : MALE

MARITAL STATUS : MARRIED

NATIONALITY : INDIAN

PHONE NO : 033-24970553 , 9830732724

E-MAIL : ray.subikash@rediffmail.com

EDUCATIONAL QUALIFICATION

<u>EXAM</u>	<u>YEAR OF PASSINS</u>	<u>DIVITION</u>
MADHYAMIK	1993	1 st
H.S(10+2)	1995	p
B.A (3 year pass)	2002	p

COMPUTER KNOWLEDGE : DOS, WINDOWS, MS-WORD, MS-ECEL
POWER POINT

DATE : 17/01/08
PLACE : KOLKATA

Subikash Ray
SIGNATURE

APPLICATION FORM

To
The Director, SUDA.....

Bidhannagar, Kolkata - 700106..

Employment Notice NO. 1/2008.

Cl-st-721
Comp. No- 408

Comp. No.:

certification
• BCA (Bani
Age - 30yrs +
Quali - B.A
Exp. & period -
Not mentioned

- 1) NAME OF POSTS : Computer Assistants & Clerk cum - storekeepers.
- 2) NAME : SANDIP DAS.
- 3) FATHER'S NAME/HUSBAND'S NAME: SHRI SANAT KUMAR DAS.
- 4) PERMANENT ADDRESS : SANDIP DAS.
c/o SHRI SANAT KUMAR DAS.
P.O. & Vill - DHARMADA.
P.S. - NAKASHIPARA.
Dist - NADIA.
Pin. code - 741138.
- 5) DATE OF BIRTH : 11.12.1977.
- 6) AGE ON 01.01.2008- : 30 year, 20 days.
- 7) EDUCATIONAL QUALIFICATION : B.A. (Economics) in 2000
From Kalyani University.
- 8) ENGLISH TYPING :
- 9) CASTE : General.
- 10) EMPLOYMENT REGISTRATION NO : Kon/806198.
- 11) OTHERS : Certificate in BASIC Computer APPLICATION From Technical Back-up unit, Kalyani University.

DATE 16.01.2008.....

PLACE Dharmada, Nadia.....

Sandip Das
Signature of the candidate

Age - 30yrs +
Quali - BA
Exp. & period -
Not mentioned
c/cu

Application Form
Employment Notice No. 1/2008.

For the Post of:- Computer Assistants / Clerk-Gum-Storekeepers.

Name - TANMOY PAL.
Father's Name - Sri, Chapal Pal.
Date of Birth - 16.06.1985.

d/Sr / Age - 27+ years
Quali - B.A.
Exp in a water purif
company for
2 yrs.
Comp Asst.
No computer
degree

Qualification - Madhyamik I division (67.69%)
H.S. (Arts) II division (59.4%)
B.A. (H) II division (48%)

Other Qualification - Good knowledge of Computer.

Experience - Experience in Zeomax India (Water Purifier
Company)
Since Two years.

Local Address - e/o, Biplob Paul,
Near Mani Mala Park,
Rahara, North 24 Pargana.

Permanent Address (For Maling) -
e/o, Sri Chapal Pal,
West Khagra bari Road,
Bye Lane - 3,
P.O. + Dist. - Cooch Behar
PIN - 736101

Contact Number - 9851294195

Place - Cooch Behar

Place
Date - 16.01.2008.

Tanmoy Pal.
Signature.

West Bengal State Urban Development Agency

Application Format

Application for the post of Computer Assistant

or

Clerk Cum Stoor keeper

To
The Urban Development Agency,
West Bengal
Iigus Bhavan
H.C Block, Bidhan Nagar
Kolkata - 106

Sir,

With reference to your Advertisement in your Karmakhetra paper Dated 23.1.2008 I Submit my application in pscribe format. My Bio-Data is Given below -

1. Name : PANNA LAL PODDAR
2. Father's name : HIRALAL PODDAR
3. Date of Birth : 31.12.1976
4. Present Address : C/O - Gopal Das
Nabin Pally, Partha pur
P.O. - Nataghar
P.S. - Ghola
Sodepur, Kolkata - 700113
5. Phone No. : 9932283711
6. Nationality : Indian
7. Religion : Hinduism
8. Material Status : Unmarried
9. Catagory : OBC
10. Sex : Male
11. Educational Qualification :

Exam. Passed	Name of Board	Year of Passing	%of marks	Division
Madhymik	C.B.S..E.	1992	63%	1st
H.S. (Science)	C.B.S.E	1994	56.6%	2nd
B.A (Hons)	N.S.O.U	2003	48%	passed

12. Technical Qualification : Diploma in Computer Application (M.S. Word, Excle, Power Point, Accses Tally Package - Tally 7.2 & Tally 9
13. Exprience : Working as an Clerical Post in Tally Accademy

Place :- Sodepur
Date:- 31/1/08

Pannalal Poddar
Signature

Enclosers attached with application. :- Madhymik, H.S. B.A Marksheet, Age proof Certificate, OBC Certificate Tally Package & Computer Certificate,

cl. st - 723
Comp. Asst - 410
Diploma in Computer Application (1 yr course)
Age - 31 yrs
Quali - B.A.
Exp. - period -
Wahy as a clerk in Tally
Period not mentioned

Cl-st-724
Comp. Asst-411

R E S U M E

Name : SWATI PAUL
Contact Detail : 318/1, Basudevpur Road
P.O. Shyamnagar
Dist. North 24-Parganas
Pin- 743 127 .
Ph.: 2586-5332(R)
9339628933 (M)
Date of Birth : 22nd October, 1971 .
Sex : Female
Citizenship : Indian
Marital Status : Single
Languages known : Bengali, Hindi & English

comp. Asst
Diploma in DTP
Diploma in Computer application
Age - 36 yrs +
Quali - BA
Exp. i period -
Not mentioned
Age - 36 yrs +
Quali - B A
Exp. i period
Not mentioned

Academic Details :

Certification	Name of Institution	Marks in Percentage/ Division	Year
1. AISSE	Central Board of Secondary Education	42	1987
2. AISSCE	Central Board of Secondary Education	52	1989
3. B.A.	North Bengal University	36	1997

Professional Details :

Certification	Name of Institution	Percentage of Marks/Division	Year
Telephone Operating	Calcutta Telephone	89	1992
Diploma in Computer Application	George Telegraph Training Institute	56	1993
Advance Diploma in Desktop Publication	Computer Aided Technology Kolkata.	II Division	1994
ECPD (I) Effective Communication & Personality Development	N I S	94	2001
ECPD (II)	N I S	95	2001

Software Proficiency:

Operating System : Windows 95/98/win N.T. workstation, Linux.

Languages : Java, HTML, C++, V.B.

RDBMS : SQL 7.0

Extra Curricular : Proficiency in Drawing, Gardening .

Interests : Travelling, Sports .

Place : Shyamnagar

Date : 16th Jan 2008

Swati Paul

Signature

TO
The Director
SUDA
Bidhannagar
Kolkata-700106

DTP. MS-011
Comp. Age - 25 + year
Quali. - Bsc.
Exp. - period -
Not mentioned

elastore - 725
Comp. Asst - 4/2

d/sk. { Age - 25 + year
Quali. - Bsc.
Exp. - period -
Not mentioned

Sir,

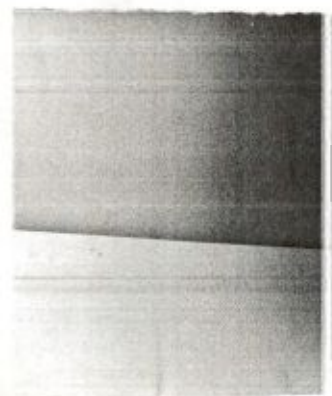
I learn from an advertisement published in the 'Anandabajar Patrika' dated 16/01/08 (employment notice no - 1/2008) that you require the services of some posts. According to that I wish to offer my-self for that said posts 'C' & 'E'. Therefore, I send this application to you for your kind perusal. Though I have no previous experience, still I am sure that I shall be able to perform my duties efficiently with sincerity if selected. I am sending my essential documents with this application and able to produce originals at any time.

Thanking you in application and hoping of a honourable reply from your kind hands, I remain.

Yours faithfully
Saikat Roy

Saikat Roy
Roy Niketan, Uttar Lalpur
P.O. - Chakdaha, D.T. - Nadia
Pin - 741222

17/01/08



SL. NO. A

BIO-DATA

- 1) NAME : SAIKAT ROY
2) FATHER'S NAME : SRI BIJAN KR. ROY
3) DATE OF BIRTH : 29/08/1982
4) PERMANENT ADDRESS : "ROY NIKETAN",
UTTAR LALPUR,
P.O.-CHAKDAHA,
D.T.-NADIA,
PIN-741222.
5) CONTACT NO : (03473) 247759 / (0) 9933536023
6) SEX : MALE
7) NATIONALITY : INDIAN
8) ACADEMIC QUALIFICATION : A> MADHAMIK - WBBSE - 1 ST DIV
B> H.S. - WBCHSE - 1ST DIV
C> B.Sc. (HONS IN MATH) - KALYANI UNIV. -
2 ND CLASS
9) OTHER'S QUALIFICATION : COMPUTER CIRTIFICATE
COURSE (OFFICE,
INTERNET, E MAIL)
10) TOOK PART IN : A> STUDY CIRCLE
B> SOCIAL SERVICE CAMP
C> LITERACY PROGRAMME
11) CAST : GENERAL
12) RELIGION : HINDU

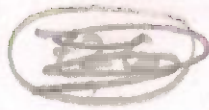
DATE- 17/01/08

PLACE- chakdaha

Saikat Roy

.....
SIGNATURE OF THE CANDIDATE

SL. NO. A 004438



cl. stamp - 726
Comp Asst - 418

To,
The Director,
SATAE URBAN DEVELOPMENT AGENCY,
WEST BENGAL,
ILGUS BHAVAN, HC BLOCK, BIDHANNAGAR.
KOLKATA - 700106

Comp. Asst
Diploma
(10 level)
Age - Not mentioned
Exp. - 2 period
Computer Assistant
operation, for
12 yrs.

Ref : Employment Notice No 1/2008 in Ananda Bazar Patrika dated 16-01-2008

Dear Sir,

As per your advertisement in Ananda Bazaar Patrika dated 16-01-2008 for the post of (c) Management Information & Education System (MIES) officer and the post of (E) Computer Assistant I offer my self as candidate for both the posts having priority to the (c) post and I submit that I possess the minimum qualification needed for both the posts.

I submit my C.V herewith pray to you to kindly consider my case favorably regarding my appointment in the posts noted above. I am badly in need of a service for maintenance of my family.

Thanking You I remain,

Yours faithfully,

Suchismita Misra.

SUCHISMITA MISRA

Date : 22/01/2008

My Residential Address :
11 B Nayaratna Lane.
Calcutta - 700004

SUCHISMITA MISRA

11 B Nayaratna Lane, Shyambazar. Kolkata – 700004
E-mail : suchismita.ghosh@gmail.com Telephone (Mobile) : +919433936885

Objective

To enable IT related Services in the organization so as to improve efficiency and maintainability of the day to day activities of the organization.

Professional Experience

- Around **4 years 8 months** of Industry Experience out of which **3 years 8 months** of experience in computer work.
- Presently working as Computer Assistant.

Course Undergone

- “O” Level Diploma from Prajnanananda Computer Center, Kolkata. 1995
- ADCA Course (UNIX, C++, WINDOW) from Prajnanananda Computer Center, Kolkata. 1996
- MS OFFICE on WINDOW, 95 Version. 1996

Work Experience

- **Sanskrit Sahitya Parishad, Kolkata, India –**
Computer Assistant *June 2006 – Till Date*

Sanskrit Sahitya Parishad is the Education Center of Sanskrit. I work as a Computer Assistant in this Organization.

- **ENKAI, Kolkata, India -**
Marketing Officer *Jan 1998 – Dece 1998*

ENKAI is a marketing Company. I was working as a Marketing officer.

- **Grantha Bharati, Kolkata, India -**
Computer Operator *Jan 1996 – Dec 1997*

This is a Renowned Publishing Company. I was working as a computer operator.

Computer Skills

- C, C++, MS OFFICE, UNIX

Education

- Bachelor of Science (BIO) with DIV II 1994
- Vidyasagar College, Calcutta University, India
- Higher Secondary Exam with DIV II 1992
- Bethune Collegiate School, W.B.C.H.S.E Board, India
- Madhyamik / Secondary Exam with DIV I
- Bethune Collegiate School, W.B.C.H.S.E Board, India 1990

References

- Available upon request

Dated: 20th January, 2008

Suchismita Misra.
SUCHISMITA MISRA

Comp. Asst - 727
Comp. Asst - 914

To
The Director, (SUDA)
State Urban Development Agency West Bengal
ILGUS BHAVAN, HC Block, Bidhanagar
Kolkata - 700106

Comp. Asst

No computer qualification
✓ Age - 25+ years
✓ Quali - Diploma in Electrical Engineering
✓ Exp. - period - Not mentioned

Sir,

Application for the post of (E) 5 computer Assistants
OR (F) 2 clerk-cum-store keepers, advertised by you in
The Anandabazar Patrika on Wednesday, January, 2008
Employment Notice No - 1/2008

I have a Diploma appear in Electrical.

A position with your firm will give me the kind of
experience I am looking for.

A C.V. giving the details of my qualifications is
attached for your reference.

I would be happy to appear for an interview at
any time convenient to you.

Date - 17.01.08

Cl KALIDAS ROY

Madhya Durganagar

Sadubhattacha Sarani end my lane

P.O. - Rabindranagar

Kolkata - 65

yours faithfully
Bharamanjay Halder

Age - 25+ yrs.
✓ Quali - Diploma in Electrical Engineering
✓ Exp. - 2 period - Not mentioned

CURRICULUM VITAE

1. Name : **DHANANJAY HALDAR**
2. Date of Birth : 2 June 1982
3. Present & Permanent Address : **C/O.Kalidas Roy**
Madhya Durganagar
Jadubhatta Sarani, 2nd Bye Lane
P.O. Rabindra Nagar
Kolkata-700065
4. Contact Number : **(M) +919239304496**
5. Career Objective : **Want to a Challenging Job in a well**
Known Company.

6. Educational Qualification:-

Examination Passed	Board/ Council	Name of the Institution	Year of Passing	Percentage of Marks		
Madhyamik	W.B.B.S.E	Narayanitala Dhaneswar Siksha Sadan High School	1999	69%		
Higher Secondary	W.B.C.R.O.S	Dum Dum Ananda Asram Sarada Vidyapith	2006	42.7%		
I.T.I (Electrician)	W.B.S.C.V.T	Gariahat Kolkata	2004	59.142%		
Diploma in Electrical Engineering	West Bengal State Council of Technical Education	Ramakrishna Mission Shilpapitha Belgharia	1 st sem	2005	59.7%	67.22% Overall
			2 nd sem	2006	68.3%	
			3 rd sem	2007	65.6%	
			4 th sem	2007	70.1%	
			5 th sem	2008		
			6 th sem	2008		

7. Extra Curriculum :-

Experience	Date from	Date to	Address
Vocational Training	10 October 2006	20 October 2006	Government of India Ministry of Defense Ordnance Factory DumDum ,Kolkata-700028 Phone:2559-3100/1043/5232 West Bengal

8. Hobby: Reading Books, Newspapers & listening song.
9. Languages Known: Bengali, English and Hindi.
10. Computer Knowledge: Basic Language, C language and Learn Auto Card.

Place: Durganagar (Madhya)
Date: 17.01.08

Dhananjay Haldar
(DHANANJAY HALDAR)
Signature of applicant

clerk-st-728

Comp. Asst- 41500

APPLICATION FORMAT

STATE URBAN DEVELOPMENT AGENCY

To
State Urban Development Agency,
West Bengal,
Ilgus Bhavan, HC Block,
Bidhannagar,
Kolkata - 106.



Subhankar Saha

Ref. : Advt. published in 'Karmasansthan' dated
23rd January, 2008 (Advt. No. 01/2008)

1. Application for the post of : i) Computer Assistant
ii) clerk cum storekeeper.
2. Name (in block letters) : SUBHANKAR SAHA.
3. Father's Name : UMAPADA SAHA.
4. Date of Birth : 06.01.1980.
5. Caste : General.
6. Religion : Hinduism.
7. Nationality : Indian.
8. Address for communication : Subhankar Saha
C/o Umapada Saha
Ranirchera, P.O. Nabadwip,
Dist. Nadia, West Bengal, Pin. 741302.

9. Educational qualification :

Sl. No.	Name of the Examination	Year of Passing	Board/Council/University	Percentage of marks	Division/Class
1.	MADHYAMIK	1996.	W.B.B.S.E.	76.6%.	I
2.	H.S.	1998.	W.B.C.H.S.E.	61%.	I
3.	B.Sc.	2004.	C.U.	43%.	P.

10. Professional Qualification : Certificate in Information Technology Application

11. Experience : Not any.

Declaration : I hereby declare that the above statements are true & correct to the best of my knowledge and belief.

Date : 23.01.2008.

Place : Nabadwip.

Subhankar Saha
Signature of the Applicant

STATE URBAN DEVELOPMENT AGENCY, WEST BENGAL.

To,
The Director,
State Urban Development Agency,
West Bengal,
Ilgus Bhavan, HC Block,
Bidhannagar,
Kolkata - 700106.

✓ Clerk - 28 yrs
✓ Quali - B.A.
✓ Exp. - 2 period
✓ Not mentioned
Clerk - st-729
Comp. Assst - 4/16
Diploma in Information Technology - 1 yr. course
Comp. Assst
✓ Age - 28 yrs +
✓ Quali - B.A.
✓ Exp. - 2 period
✓ Not mentioned



Amit Sarkar

1. Name of the post applied for : COMPUTER ASSISTANT & CLERK-CUM-STOREKEEPER
2. Name : AMIT SARKAR
3. Father's Name : AKSHOY KUMAR SARKAR
4. Address : 16/A, JADU NATH PAL LANE,
P.O.-GHURNI, DIST.-NADIA,
STATE-W.B. PIN-741103
5. Date of Birth : 30-12-1979
6. Educational Qualifications: BACHELOR OF ARTS
7. Technical Qualifications : ONE YEAR DIPLOMA IN I.T. &
ENGLISH TYPEWRITING
8. Experience : CONTINUE
9. Community (SC,ST,OBC) : S.C.

Place : KRISHNAGAR

Date : 17-01-08

Amit Sarkar
Signature

To,
The Director
State Urban Development
Agency, West Bengal.
ILGUSBHAVAN, HC Block
BIDHANNAGAR, KOL-700-106.

clerk-stor-730

Comp. Asst-417

o/su
Age- 26+ yrs
Quali- H.S
Exp- 2 period - Not mentioned
Comp Ass - Not mentioned

No degree/diploma
in computer
Age- 26+ yrs
Quali- H.S
Exp- 2 period
Not mentioned

Sub: Employment (Notice NO.1/2008) for the post of (E) Computer Assistants / (F) Clerk - cum - store keeper.
of:

Respected Sir,
As per advertisement on above subject for the post of computer assistant / clerk-cum-store keeper, so I beg to offer my self for the said post and furnish the following "DATA" in my follow for your consideration.

- ① NAME = DEBJIT DEBROY.
- ② FATHER'S NAME = RAMKRISHNA DEBROY.
- ③ ADDRESS = 5/10, COSSIPUR, PRANNATH CHOWDHURY LANE
KOL - 700-002.
- ④ EDUCATION = H.S. (COMMERCE)
- ⑤ DATE OF BIRTH = 11TH DEC. 1982.
- ⑥ OTHER QUALIFICATIONS = TYPE (in English)
COMPUTER, (Basic / Tally).
- ⑦ EXPERIENCE = NIL

Thanking you

yours faithfully,
Debit DeB Roy

To
The Director,
SUDA, West Bengal,
Kolkata - 106

Comp/AS - 419
C/ST - 737

Comp. Assis
Dns 1yr. Dip
Programme
Age - 22 yrs

Sir,

In response to your advertisement in the Ananda Bazar Patrika dated 16th January, 2008 for the post of Computer Assistants or clerk-cum-stereokeepers against employment notice no. - 1/2008 to your office and I beg to offer myself as a candidate for the same and furnish my C.V., which is attach with the application for your kind perusal.

I am 22 yrs of age and can do hard work. I complete the diploma in Computer applications and experience in computer operating.

Arising from a poor family of Paschim Medinipur I complete my graduation in very difficulty. Now I am looking for any job. I enclose my C.V. with this application.

If you favour me with an opportunity, I shall spare no pains to serve you upto your satisfaction.

Date: 17/01/08
Jitendra

yours faithfully
Sudhendu Mondal

C1/ST-736
Com/AS-418

C/pe
Age-26+yrs
Qual: B.com
Exp: period-
None

Comp
as accountant
for the last
3 yrs.

Bonus course
in DOS, windows
Age-26+yrs
Qual: B.com
Exp: period-
None
16 yrs accountant for

Date: 28/01/2008

To
The Director,
State Urban Development Agency,
Ilgus Bhavan, HC Block,
Bidhannagar,
Kolkata-700 106.

Sub: Application for the post of 'Computer Operator' And 'Clerk-Cum-Storekeepers'.

Dear Sir/Madam,

In response to your advertisement published in the 'Anandabazar Patrika' dated 16th January 2008 for the above mentioned posts, I'm offering my candidature for the same. Here I'm enclosing my Bio-data for your kind perusal

Thanking you,

Yours faithfully,

Sudipta Paul.

(SUDIPTA PAUL)

CURRICULUM VITAE

POST APPLIED FOR :
NAME : **SUDIPTA PAUL**
FATHER'S NAME : **SUNIL KUMAR PAUL**
DATE OF BIRTH : **12th MAY 1981**
SEX : **MALE**
MARITAL STATUS : **SINGLE**
CITIZEN : **INDIAN**
RELIGION : **HINDUISM**
PERMANENT ADDRESS : **18/IBENIA PARA LANE ,BARANAGAR
KOLKATA-700 036**
ADDRESS FOR COMMUNICATION : **-DO-**
PHONE NO : **033-2528-1351, 9831180012**
EDUCATIONAL QUALIFICATION :

EXAMINATION PASSED	NAME OF THE BOARD/UNIVERSITY	SUBJECTS	YEAR OF PASSING	TOTAL MARKS OBTAINED	% OF MARKS	DIVISION
MADHYAMIK	WEST BENGAL BOARD OF SECONDARY EDUCATION	ENG, BENG, LIFE SC, PHY. SC, MATH, GEO, HIST.	1998	485	60%	I
HIGHER SECONDARY	WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION	ENG, BENG, ACC,B.O, ECO-GEO, BEBM	2000	496	49.6%	II
BACHELOR OF COMMERCE	UNIVERSITY OF CALCUTTA	ACCOUNTS	2003	630	50%	P

KNOWLEDGE IN COMPUTER :

COURSE NAME	NAME OF THE INSTITUTE	COURSE CONTENTS	DURATION	GRADE
A) BASIC	NATIONAL SCHOOL OF COMPUTER EDUCATION CENTRE	DOS, WIN2000	6 MONTHS	B+
B) FINICAL PACKAGE	PRIVATE COCACHING CENTRE	TALLY, MS-EXCEL	6 MONTHS	

Professional EXPERINCE:-

1. **One year experience as Accounting and Auditing Personnel (For S.Mandal & Co.)**
Chartered Accountants
2. **Presently working as Computer Accounts Since last Two years (For Safeco Enterprises)**

DATE: 28/01/2008
PLACE : KOLKATA

Sudipta Paul

(SUDIPTA PAUL)

CURRICULUM VITAE

NAME : SUKHENDU MAITY
FATHER'S NAME : RAMPADA MAITY
ADDRESS : VILL - TUTRANGA ,
P.O.- MADAN MOHAN CHAK ,
P.S.- NARAYANGARH
DIST- PASCHIM MIDNAPORE,
PIN - 721166
PHONE NO - : 03222-248002
DATE OF BIRTH : 26TH MARCH ,1985

ACADEMIC QUALIFICATION

NAME OF EXAM .	BCARD / UNIVERSITY	YEAR	% OF MARKS	DIV / CLASS
M.P.	W.BB.S.E	2000	67.75	1 ST
H.S.	W.B.C.H.S.E	2002	52.2	2 ND
B.Sc(ZOOH)	V.U	2005	46.13	2 ND

WORKING EXPERIENCE : I YEAR EXPERIENCE AS ASST.
SUPERVISOR IN MPS GROUP
OF COMPANY AT LIVE - STOCK DIVISION.

TECHNICAL QUALIFICATION : I YEAR DITA PROGRAMME FROM
KIRAGPUR-YOUTH COMPUTER CENTRE

DATE : 17/10/08
PLACE : Tutranga

Sukhendu Maity
(SUKHENDU MAITY)

C/Sr - 738
COM/AS - 420

Kolkata
Dated: 17th January, 2008
Diploma in
Computer Application
Age - 31 + yrs
Qual. - B.Com
Exp. L. Period
Noted as
Graphical designer
Period NOT mentioned

TO THE DIRECTOR,
STATE URBAN DEVELOPMENT AGENCY, WEST BENGAL
ILGUS BHAVAN, HC BLOCK, BIDHANNAGAR, KOLKATA - 700 106

EMPLOYMENT NOTICE NO. 1/2008

Sir/ Madam,

As per the advertisement published in the Anandabazar Patrika, dated 16th January 2008, here I am applying for the post of:

- (E) COMPUTER ASSISTANTS
- (F) CLERK - CUM - STOREKEEPERS

Thanking you,

Regards,

Sudipta Kundu.
(Mr. Sudipta Kundu)

Attached: RESUME

Mr. Sudipta Kundu

sudipto_kundu983@yahoo.co.in
sudipta_983@rediffmail.com
Mobile No: +91 9831016392
+91 9836273976

CAREER OBJECTIVE

Advancement to Creative Supervisor and to be a successful Painter/Artist
Aim to be associated with a progressive organization that gives opportunity to update my knowledge and skill in accordance with latest trends.

ADDRESS FOR CORRESPONDENCE

Eden residency
Block – E, Flat No – D,
Near Nayabad Mini Bus Stand,
Mukundapur, (E.M. Bypass),
P.O – Panchasayar,
Kolkata – 700 094,
West Bengal,
India.

WORKING EXPERIENCE

Worked in **CREATIVE VISION**, Kolkata as Graphic Designer.
Presently working as **Professional Painter** and as **Graphic Designer** (Freelance).

COLLECTIONS

Painting Collection in **STATE BANK OF INDIA**, (IFB Branch), Kolkata.
Painting collection in **EMAMI**, Kolkata.

ACADEMIC QUALIFICATION

Passed out ICSE Examination in 1993 (**Council for the Indian School Certificate Examinations, New Delhi**)
Passed out Higher Secondary Examination in 1995 (**West Bengal Council of Higher Secondary Education**)
B.Com graduate from **North Bengal University** (1997).

PROFESSIONAL QUALIFICATION

Diploma in **Applied Art & Design** from **Academy of Fine Arts** (1998 – 99)

Diploma in **Advertising Management** from **Institute of Communication Management (ICM)**, Bangalore
(Correspondence Course), (2000)

Passed with first division marks in the subject **Painting** from Sangam College, Siliguri, affiliated to **Rabindra Bharati University**, Kolkata, up to 3rd year.

Passed out 4th year with First division marks in the subject **Painting** from Nataraj Shikshayatan, Siliguri, affiliated to **Rabindra Bharati University**, Kolkata.

Diploma in **Computer Appreciation** from the **Institute of Computer Engineers (India)**, Siliguri, under the **University of North Bengal** (1995 – 96)

Certificate course in **Advertising Media Designing Art** (computer course), from **SV Institute of Management Programmes and Computer Training**, Kolkata (2002)

COMPUTER FAMILIARITY: Windows XP; MS Office; Adobe Photoshop;
Adobe Illustrator; Adobe PageMaker; CorelDraw; QuarkXpress
Macromedia Freehand; I – Leap (Bengali Font).

PERSONAL DATA

Date of Birth: 16th November 1976

Hobbies include reading books (especially Bengali Books) and listening to Music.

Languages Known: English, Bengali and Hindi

APPLY FOR THE POST OF COMPUTER ASSISTANT &

CLERK CUM ~~PROPERTY~~ STOREKEEPER

COM/AS - 42
C/ST - 339

Diploma in Information Technology Application

Age - 37 yrs.
Quali - H.S
Exp. 2 period
Ph: 033-2622-2450
Mobi-9903503369
Worked on data entry special for 3yr

Age - 37 yrs.
Quali - H.S
Exp. 2 period
Worked on data entry special for 3yr

Subrata Das

Talpukur, Battala
P.O. - Serampore.
Dist:- Hooghly.
Pin :- 712203.
West Bengal.

Personal Details



- **Father's Name** : Late Tarapada Das.
- **Date of Birth** : 10th January, 1971.
- **Sex** : Male.
- **Religion** : Hinduism.
- **Nationality** : Indian.
- **Marital Status** : Married.
- **Language Known** : English, Bengali, Hindi.

Academic Career Details :-

Secondary Education in 1989 from Serampore Union Institution, Serampore.
Higher Secondary Education in 1995 from Lalbaba College, Belur.
B. Com Appeared.

Personal Skills :-

Comprehensive problem solving abilities, good verbal and written communication skills and ability to deal with people diplomatically, willing to learn.

Extra Qualification :-

:-Typing speed @ 35 w.p.m.

Technical Expertise:-

:- DOS, Windows 98, XP, MS Office, Auto Cad, DTP Coral Draw, Abode Photoshop, Pagemaker A/C Package Tally, Fact.

Experience Summary:-

1. Worked at Photo Mate A/C Data Entry One & Half year at Bag Bazer. L
2. Worked at I – Connect Technology as a OCR Operator; at ABBYY Finereader, Scanfix Ultra Edit, Litalgition , One year.
3. Worked at Tata Telephone Logging department One month.at Howrah.
4. Worked at Tech Mahindra Ltd. (BPO) Apex Project , Opti-NT , DMT, at Kolkata Aug'07- Dec'07.

Hobbies :-

Playing Football, Karam, Badminton, Listening Music, Computer Games.

Career Objective:-

To put forward my capabilities to the best of my ability with a constant Endeavour to grow both as an intellectual and as human being. I also look forward to challenges and upward mobility in my professional career.

I hereby declare that the above Particular finished by me are true to the best of my knowledge and belief. I assure you Sir, if I am given a chance, I will execute my work to the fullest satisfaction of my superiors.

Date: 29.01.2008

Place:- Berampore.

Subrata Das
Signature

CP/ST - 7
Age - 34 yrs
Qual. - B.A.
Exp. - 2 yrs in sales executive
in MNC
SYN

CP/ST - 740
COAS - 422

Comp. B.H. 77
Pmt. in
Programs in Manly
Knowledge in Computer
Age - 34 yrs
Qual. - B.A.
Exp. - 2 yrs in sales
in MNC
SYN

To
The Director,
State Urban Development Agency, West Bengal,
Bidhannagar, Kolkata - 700106.

Respected Sir,

In response to your advertisement in the
'Ananda bazar patra', dated 16.01.2008., I like to offer
myself as a candidate for the post of 'Computer Assistant
(E)' or 'Clerk-cum-storekeeper (F)'.

I am attaching all my educational documents and
computer certificates (xerox copies) with this
application.

Looking for a response from your kind hands.

Thanking you,

18.01.2008.

Yours faithfully
Susovan Biswas.



CURRICULUM VITAE

NAME : SUSOVAN BISWAS.

FATHER'S NAME : DR.PRITHWITOSH BISWAS.

ADDRESS : C/O DR. P. BISWAS,
LALDIGHIRDHAR(WEST),
BAGBAZAR,
P.O.CHANDERNAGORE,
DIST-HOOGHLY,
PIN-712136,
STATE-WEST BENGAL,
INDIA.

DATE OF BIRTH : 22.12.1973.

SEX : MALE.

HEIGHT : 177 C.M.

WEIGHT : 69 KG.

BLOOD GROUP : A+.

NATIONALITY : INDIAN.

PHONE NO. : 9330844631.

E-MAIL ID : shanku1973@rediffmail.com

EDUCATIONAL QUALIFICATION

1. PASSED SECONDARY EXAMINATION WITH 1ST DIVISION IN 1990.
2. PASSED H.S. EXAMINATION IN 2ND DIVISION WITH SCIENCE STREAM IN 1992.
3. PASSED B.Sc EXAMINATION FROM BURDWAN UNIVERSITY IN 1994.

PROFESSIONAL QUALIFICATION

COMPLETED POST GRADUATE PROGRAMME IN MARKETING MANAGEMENT FROM THE INSTITUTE OF MODERN MANAGEMENT IN CALCUTTA IN 1998-99.

KNOWLEDGE IN COMPUTER (MS OFFICE) AND INTERNET.

30 W.P.M. IN TYPEWRITING (ENGLISH).

LANGUAGES KNOWN

ENGLISH, BENGALI, HINDI (ONLY SPEAKING).

EXTRA CURRICULUR ACTIVITY

PLAYING LAWN TENNIS.

OTHER INFORMATION

HAVE A VALID PASSPORT AND TWO WHEELER DRIVING LICENCE.

EXPERIENCE

1. WORKED AS A SALES EXECUTIVE IN **UNICOM SKYTECH LTD**, A WATER PURIFIER COMPANY, HEAD OFFICE BASED AT MUMBAI.

TYPE OF WORK – GENERAL SALES EXECUTIVE'S DUTIES, CONVINCING CUSTOMERS, DISTRIBUTORS TO SALE THE PRODUCT. HANDLING THE DISTRIBUTOR, INCREASE SALES VOLUME, FULLFILL SALES TARGET,

WATCH COMPETITORS ACTIVITIES.

PERIOD OF WORK- FEB'95 TO NOV'97.

2. WORKED AS A SALES EXECUTIVE IN KATHMANDU (NEPAL) OF **RECKITT & BENCHIZER LTD** FOR A PROJECT OF SIX MONTHS.

TYPE OF WORK- MARKET RESEARCH BASED WORK IN FMCG SECTOR. ALSO INCLUDE VISIT RETAIL SHOPS,DEPARTMENTAL STORES(25 TO 35 PER DAY) TO COLLECT ORDER,RECRUIT AND HANDLING DISTRIBUTORS,FINDING NEW RETAIL SHOPS AND CREATE A DATA BASED ROUTE MAP IN THE VISITED AREAS.

PERIOD OF WORK- JAN'2000 TO JUNE'2000.

3. WORKED AS A SALES EXECUTIVE IN PREPAID SECTION SECTION OF **HUTCH CELL PHONE DIVISION**.

TYPE OF WORK -HAD TO FULLFILL THE TARGET OF THE THE DISTRIBUTOR (HOOGHLY DISTRICT).WATCH THE SALES EXECUTIVES JOB AND THEIR DAILY SALES REPORT.ALSO LOOK AFTER THAT IF THE SALES EXECUTIVES FULLFILL THEIR TARGET.

PERIOD OF WORK-JAN'2001 TO MARCH'2007.

4. WORKING AS A SALES EXECUTIVE (TRAINEE) IN **REMAC REAL ESTATE MKTG. PVT.LTD** IN KOLKATA.

TYPE OF WORK- WORKING AS A TRAINEE IN THEIR COMMERCIAL DEPARTMENT IN MADHYAMGRAM IN NORTH 24 PARGANAS. WORKING IN THE SISIRKUNJA PROJECT IN NORTH 24 PARGANAS (MADHYAMGRAM).HAS TO PHONE CALL TO THE INTERESTED CANDIDATE FOR BUYING A FLAT IN MADHYAMGRAM.HAS TO TELL ABOUT THE PROJECT AND FLATS AVAILABLE IN THE PROJECT. VISIT THE INTERESTED CANDIDATE'S HOUSE TO TELL ABOUT THE PROJECT AND SOMETIMES DIRECT MARKETING.TRY TO CONVINCEN THE CUSTOMER VISITED IN THE PROJECT.

PERIOD OF WORK- 2ND MAY 2007 ONWARDS.

DATE- 18.01.2008.

Susovan Biswas
SUSOVAN BISWAS

The Director,
STATE URBAN DEVELOPMENT AGENCY,
WEST BENGAL
IL JUS BHAVAN.HC BLOCK.
BIDHANNAGAR, KOLKATA-700106.

Comp/AS-423
C/ST-741



Nayan Kumar Roy

Ref-Employment Notice No. 1/2008

Sub: Application for the Post of E -Computer Assistant,
F -Clerk-cum-Storekeeper

Sir,

In response to your advertisement in the Ananda Bazar Patrika dated 16th. January-2008. I beg to submit my application for the Post above any, in your establishment with the following for your kind consideration.

Please find my Bio-Data enclosed herewith.

Name in Full :- NAYAN KUMAR ROY
Fathers Name :- ARUN KUMAR ROY
Age :- 25 years
Date Of Birth :- 15.01.1982.
Address :- VILL & PO - BASWA. PS - MARGRAM.
SUB-DIVI - RAMPURHAT. DIST. BIRBHUM.
PH: 9434582917. PIN - 731202. WB.
9734471572 DIST. SADAR - SURI
Nationality, :- Indian,
Category :- General. Hindu (Brambana)
Marital status :- Single - Un married.
Educationa
Qualification :- H.S. passed (10+2) Commerce - WBCHSE. 2001. (WB)
Extra Qualification :- Learnt Computer : Certificate course. 6 months.
Learnt Computer : Diploma. (Double) 24m (12+12)
Learnt Computer : SITD/CTTC course -

Dist. Employment Exch. Reg. No. :- Rampurhat R/2704/01/2000 dt. 14.08.2001.

Experience :- Experience working as a Store keeper cum- Clerk in a private firm for last three years gained experience in office work.

Others Qualification :- Enclose certificate/testomorial Xerox.

If given a chance, I assure you that I shall prove myself diligent and honest in the execution of my duties that will entrusted to me. I solemnly declare that, above entries in the application form are true and correct to the best of my knowledge and belief.

Yours faithfully

Nayan Kumar Roy.

Place: BASWA

Age - 25 yrs
Exp - 4.5 yrs
Learnt as
Store keeper
for
3 yrs
H.S
Exp. & period
Learnt in
for a period of
3 yrs till date.

To
The Director, State Urban Development Agency,
W.B, ILGUS Bhavan.
HC block, Bidhannagar,
Kolkata- 700106

Clk/St-742
Com/St-424

Comp. Att.
Diploma in
Computer Technology
(Application)
Age - 25 + yrs.
Quali. - B. A.
Exp. & period - Worked as
Data Entry operator
for 14yrs.
22yrs.

Sub :- Application for the post of Computer Assistaing/ Clerk

Respected Sir,

I came to know from your advertisement published in the "Karmabarta" of 19th January, 2008 that you have a vacancy for the post of **Computer Assistaing/ Clerk** in your Organisation. I find myself quite fit for this jobs and so I would like to offer myself as a candidate for the same.

My detailed Bio-data, ~~attached~~ copies of academic certificates, testimonials and experience certificates are attached herewith for your kind perusal and favourable consideration.

Hope you will be kind enough to give a chance to prove my aptness and oblige.

Thanking in anticipation,

Yours faithfully,

Place : Bankura.

Date : 22/01/08

(Surajit Roy Chowdhury)

BIO-DATA



1. Name :- Surajit Roychowdhury
2. Father's Name :- Ranjit Roychowdhury
3. Date of Birth :- 15/07/1982
4. Permanent Address :- Nabapally (L.I.C) Malpara,, Po.-Kenduadihi
Dist.- Bankura-722102 (W.B)
5. Nationality :- Indian
6. Religion :- Hindu
7. Category :- S.C.
8. Marital Status :- Single

9. Education Qualification:-

Sl.No	Examination Passed	Board/ University	Year of Passing	Percentage of Marks
1.	Madhyamik	W.B.B.S.E	1999	49.37
2.	Higher Secondary	W.B.C.H.S.E	2001	40.5
3.	B.A.	B.U	2005	39.58

10. Computer Knowledge :- Diploma in Computer Technology
Application from Vivekananda Computer Centre
11. Others Qualification :- English Type (Speed 40W.P.M)
Computer Type Speed 6000 key depression per hour.
12. Language Known :- English, Bengali, Hindi
13. Experience :- Worked in Vivekananda Computer Centre as a part-time Data
Entry Operator in Contract Basis from 10th August 2006 to
10th August 2007
14. Hobby :- Listening Music

Declaration

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Date:- 22.01.08
Place:- Bankura

Surajit Roychowdhury
Signature

✓ Age - 28 yrs.
 ✓ Quali. -
 ✓ Exp. - 6 months
 ✓ Period -
 ✓ Working in a private
 ✓ 6 months
 ✓ 2 yrs.

Com/AS - 425
 C/ST - 743
 APPLICATION FORMAT

STATE URBAN DEVELOPMENT AGENCY

✓ 1 yr.
 ✓ Diploma Comm.
 ✓ in Information
 ✓ Technology
 ✓ Age - 28 yrs.
 ✓ Quali. - Bsc.
 ✓ Exp. - 2 period -
 ✓ Working in a
 ✓ private
 ✓ 6 months
 ✓ 2 yrs.

To
 State Urban Development Agency,
 West Bengal,
 Ilgus Bhavan, HC Block,
 Bidhannagar,
 Kolkata - 106.

Ref. : Advt. published in 'Karmasansthan' dated
 23rd January, 2008 (Advt. No. 01/2008)

1. Application for the post of : COMPUTER ASSISTANT
2. Name (in block letters) : SHUVANKAR SAHA
3. Father's Name : KRIANSANKAR SAHA
4. Date of Birth : 20.01.1980
5. Caste : GENERAL
6. Religion : HINDU
7. Nationality : INDIAN.
8. Address for communication : 17/1, MATHAPUR ROAD,
CHATIRMATH (1ST LANE)
NABADWIP,
NADIA - 741802.

9. Educational qualification :

Sl. No.	Name of the Examination	Year of Passing	Board/Council/University	Percentage of marks	Division/Class
1.	B.Sc (econ)	2003	B.U	38%	P
2.	H.S	1998	W.B.C.H.S.E	49.5%	II
3.	MADHYAMIK	1996	W.B.C.S.E	69%	I

10. Professional Qualification : DIPLMA IN INFORMATION TECHNOLOGY.
11. Experience : SIX MONTHS.

Declaration : I hereby declare that the above statements are true & correct to the best of my knowledge and belief.

Date : 24.01.2008

Place : Nabadwip

Shuvankar Saha.
 Signature of the Applicant

SHUVANKAR SAHA

17/1, Mathapur Road, 1st Lane, Chatirmath, Nabadwip,
Nadia-741302

Contact- 03472239062

E-Mail:shuvankar_2008@yahoo.com

CAREER OBJECTIVE: To be a consistent participant in the organizational growth by
Contributing to the best of my creative skills.

PRESENT LOCATION: NAAKAMICHI SECURITIES PVT. LTD

EXEPIENCE: SIX MONTH (JULY 07 TO TILL DATE)

PRESENT CTC: Rs- 7000/- PRR MONTH.

EDUCATIONAL QUALIFICATIONS:

Examination	Board/University	Year of Passing	Grade/Div
B.Sc(Eco)	Burdwan University	2003	Pass
Higher Secondary	W.B.C.H.S.E	1998	2nd
Madhyamick	W.B.B.S.E	1996	1st

PROFESSIONAL QUALIFICATIONS:

- 1 year Diploma in Information Technology.
- NSE Certified on Capital Market (Dealer) & Commodity Market Module.

PERSONAL DETAILS:

NAME : SHUVANKAR SAHA
DATE OF BIRTH : 20th January 1980
RELIGION : Hinduism
CATEGORY : General
NATIONALITY : Indian
MARITAL STATUS : Single
HOBBIES/INTERESTS: Reading Story Books & Magazines.

LANGUAGES PROFICIENCY:

	English	Bengali	Hindi
Read	✓	✓	
Write	✓	✓	
Speak	✓	✓	✓

DECLARATION: I here by declare that, all the information's given above are correct.

Place:Nabadwip

Date : 24. 01. 2008.

Shuvankar Saha
Signature

STATE URBAN DEVELOPMENT AGENCY, WEST BENGAL
ILGUS BHAVAN, HC BLOCK, BIDHANNAGAR, KOLKATA - 700106

Notice No. 1/2008

CLIST - 744
COM/AS-426

DCO come 6 months
Age - 29 + yrs
Quali - H.S.
Experience - 2 period
Not mentioned

The Director,
State Urban Development Agency,
ILGUS Bhavan, Hc Block,
Bidhannagar, Kolkata - 700106

Ref: Advt. in the "Anandabazar Patrika" dated 16th Jan'08

Sir,

I intend to appear at the eligible test for the post of: (E) Computer Assistants
(F) Clerk-Cum-Storekeepers (if applicable for two posts)

Necessary particulars are furnished below:

1. Name in full (Capital Lettes): TANUSRI SINHA BABU
2. Father's Name: Satyanarayan Sinhababu.
3. Category: General
4. Date of Birth: 14.10.1979
5. Sex: Female
6. Whether a citizen of India: yes
7. Complete Postal Address:

village - Ramgarh Post-office - Parsala P.S - Simlapal
Sub-Division - Khatra District - Bankura
PIN code - 722160 state - West Bengal

8. Permanent Address:

village - Ramgarh Post-office - Parsala P.S - Simlapal
Sub-Division - Khatra District - Bankura
PIN-code - 722160 state - west Bengal

9. Mother Tongue: Bengali

Qualification (Madhyamik onwards) :

Year of Examination	Year of Passing	Board / Council / University	Division / Class	% of Marks
Madhyamik	1995	WBBSE	1ST	69.66%
HS	1998	WBCHSE	1ST	67%

11. Others Qualification :

Diploma in computer Operation (D.C.O) - Passing in the year of 2003 with Grade - A

DECLARATION

I solemnly declare that a) all statements made in this application are true, complete & correct b) Original documents will be produced on demand.

Dated : 25. 01. 2008

Yours faithfully,
Tanusri Sinhababu.

- Encl. : a) Two passport size photograph (self attested)
b) Attested Xerox copy of Admit Card of Madhyamik
c) Attested Xerox copy of Mark Sheet of Madhyamik
d) Attested Xerox copy of Mark Sheet of Higher Secondary
e) Attested Xerox copy of Mark Sheet of Diploma in Computer Application
f) Attested Xerox copy of Certificate of Diploma in Computer Application

Computer Assistants / Clerk-cum-Storekeepers

Com-AS 427
CL/ST-745

RESUME

NAME

: MEGHAMALA RAY

DATE OF BIRTH

: 25/12/1977

PRESENT & PERMANENT ADDRESS

: 139, MAJHERPARA ROAD, THAKURPUKUR,
KOLKATA-700063

SEX

: FEMALE

MARITAL STATUS

: MARRIED

NATIONALITY

: INDIAN

PHONE NO

: 033-24970553

E-MAIL

: ray_meghamala@rediffmail.com

EDUCATIONAL QUALIFICATION

EXAM

YEAR OF PASSINS

DIVITION

MADHYAMIK

1994

2nd

H.S(10+2)

1996

2nd

B.A Hons(HISTORY)

1999

2nd

M.A (HISTORY)

2002

2nd

COMPUTER KNOWLEDGE

: DOS, WINDOWS, MS-WORD, MS-ECCEL
POWER POINT

DATE

: 17/1/2008

PLACE

: KOLKATA

Meghamala Ray

SIGNATURE

Comp. Asst.

No diploma/degree
course in computers
Age - 30+ yrs.
Quali - M. A
Exp previous 2 period
Not mentioned

Name of Entity : State Urban Development Agency, West Bengal

SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH, 2015

RULE 15 - SIGNIFICANT ACCOUNTING POLICIES - Contd.

- 6.2. In respect of additions to / deductions from fixed assets during the year, depreciation is considered on six months pro-rata basis.
- 6.3. Assets of any value are fully provided.

MISCELLANEOUS EXPENDITURE

Deferred revenue expenditure is written off over a period of 5 years from the year it is incurred.

ACCOUNTING FOR SALES

Sales include excise duty and are net of sales returns, rebate and trade discount.

GOVERNMENT GRANTS / SUBSIDIES

- 9.1. Government grants of the nature of contribution towards capital cost of setting up projects are treated as Capital Reserve.
- 9.2. Grants in respect of specific fixed assets acquired are shown as a deduction from the cost of the related assets.
- 9.3. Government grants / subsidy / earmarked / endowment funds are accounted on realisation basis.

FOREIGN CURRENCY TRANSACTIONS

- 10.1. Transactions denominated in foreign currency are accounted at the exchange rate prevailing at the date of the transaction.
- 10.2. Current assets, foreign currency loans and current liabilities are converted at the exchange rate prevailing as at the year end and the resultant gain / loss is adjusted to cost of fixed assets, if the foreign currency liability relates to fixed assets, and in other cases is considered to revenue.

LEASE

Lease rentals are expended with reference to lease terms.

RETIREMENT BENEFITS

- 12.1. Liability towards gratuity payable on death / retirement of employees is accrued based on actuarial valuation.
- 12.2. Provision for accumulated leave encashment benefit to the employees is accrued and computed on the assumption that employees are entitled to receive the benefit as at each year end.



Name of Entity : State Urban Development Agency, West Bengal

SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH, 2015

DUE 15 - SIGNIFICANT ACCOUNTING POLICIES

ACCOUNTING CONVENTION

The financial statements are prepared on the basis of historical cost convention, unless otherwise stated and on the accrual method of accounting.

INVENTORY VALUATION

- 2.1. Stores and Spares (including machinery spares) are valued at cost.
- 2.2. Raw materials, semi-finished goods and finished goods are valued at lower of cost and net realizable value. The costs are based on weighted average cost. Cost of finished goods and semi-finished goods is determined by considering material, labour and related overheads.

INVESTMENTS

- 3.1. Investments classified as " long term investments" are carried at cost. Provision for decline, other than temporary, is made in carrying cost of such investments.
- 3.2. Investments classified as "Current" are carried at lower of cost and fair value. Provision for shortfall on the value of such investments is made for each investment considered individually and not on a global basis.
- 3.3. Cost includes acquisition expenses like brokerage, transfer stamps.

EXCISE DUTY

Liability for excise duty in respect of goods produced by the entity, other than for exports, is accounted upon completion of manufacture and provision is made for excisable manufactured goods as at the year-end.

FIXED ASSETS

- 5.1. Fixed Assets are stated at cost of acquisition inclusive of inward freight, duties and taxes and incidental and direct expenses related to acquisition. In respect of projects involving construction, related pre-operational expenses (including interest on loans for specific project prior to its completion), form part of the value of the assets capitalized.
- 5.2. Fixed Assets received by way of non-monetary grants, (other than towards the Corpus Fund), are capitalized at values stated, by corresponding credit to Capital Reserve.

DEPRECIATION

- 6.1. Depreciation is provided on diminishing balance method as per rates specified in the Income-tax Act, 1961 except depreciation on cost adjustments arising on account of conversion of foreign currency liabilities for acquisition of fixed assets, which is amortized over the residual life of the respective assets



Agenda-2

Final Accounts for the State Urban Development Agency (SUDA) for the year 2014-15 is placed for consideration and approval.

**Statement Of Accounts
&
Audit Report
Of**

**STATE URBAN DEVELOPMENT AGENCY
For the Year ended 31st March 2015**

D. BANDYOPADHYAY & CO.

**CHARTERED ACCOUNTANTS
PURBACHAL, HALISAHAR
PO: NARANAGAR, DT: 24 PARGANAS (N)**

D. BANDYOPADHYAY & CO
Chartered Accountants



Purbachal, Halisaha
Po: Nabanagar, Dist: 24 Parganas (N)
Pin: 743 13
Phone : 9433249053 /(033)2588766

AUDITOR'S REPORT

We have audited the Balance Sheet of the **STATE URBAN DEVELOPMENT AGENCY**, at ILGUS Bhavan, HC Block, Sector – III, Salt Lake City , Kolkata 700 106, as at 31st March, 2015 and also the Income & Expenditure Account and Receipt & Payment Account of the said Agency for the year ended on that date annexed thereto. These Financial Statements are the responsibility of the Management. Our responsibility is to express an opinion on these Financial Statements based on our Audit.

We have conducted our audit in accordance with the auditing standards generally accepted in India. Those standards require to plan and perform the audit to obtain a reasonable assurance about whether the Financial Statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimate made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

On the basis of the audit indicated herein, we report as under:

1. We have obtained all the information and explanation , which to the best of our knowledge and belief were necessary for the purpose of our audit.
2. The Balance Sheet ,Income & Expenditure Account and Receipt & Payment Account as at 31st March 2015, as authenticated by us, contains the necessary particulars and are in agreement with the books of accounts of the Agency.
3. In our opinion , and to the best of our information and according to the explanation given to us, the said financial statements ,read together with the notes thereon presents a true and fair view and are in conformity with the accounting principles generally accepted in India.

(a) In case of the Balance Sheet, of the state of affairs as at 31st March 2015, and

(b) In case of the Income & Expenditure Account of the Income for the year ended on that date.

Place: Kolkata
Date: 27th July 2015

For, D.Bandyopadhyay & Co.
Chartered Accountants





Sourav Saha
(Partner)


Mem.No:- 065216
FRN: 323321E

FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)
Name of Entity : State Urban Development Agency, West Bengal

BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

CAPITAL FUND AND LIABILITIES	Schedule	2014-15			2013-14		
		SUDA-H.O.	SUDA-Health	Total	SUDA-H.O.	SUDA-Health	Total
CAPITAL FUND	1	22,93,31,722.36	85,56,035.22	23,78,87,757.58	21,59,74,111.39	0.00	21,59,74,111.39
AND SURPLUS	2	1,00,00,000.00	0.00	1,00,00,000.00	1,00,00,000.00	0.00	1,00,00,000.00
ED / ENDOWMENT FUNDS	3 a & b	7,93,10,71,706.31	41,06,60,994.54	8,34,17,32,700.85	9,86,11,72,385.31	32,35,24,333.54	10,18,46,96,718.85
LOANS AND BORROWINGS		0.00	0.00	0.00	0.00	0.00	0.00
3D LOANS AND BORROWINGS	4	0.00	0.00	0.00	0.00	2,60,948.00	2,60,948.00
CREDIT LIABILITIES		0.00	0.00	0.00	0.00	0.00	0.00
LIABILITIES AND PROVISIONS	5	83,98,512.00	1,45,488.00	85,44,000.00	1,17,38,692.00	84,68,272.57	2,02,06,964.57
		8,17,88,01,940.67	41,93,62,517.76	8,59,81,64,458.43	10,09,88,85,188.70	33,22,53,554.11	10,43,11,38,742.81
ETS	6 a & b	83,20,748.59	3,28,957.71	86,49,706.30	86,06,290.15	3,84,128.64	89,90,418.79
NTS - FROM EARMARKED / ENDOWMENT FUNDS		0.00	0.00	0.00	0.00	0.00	0.00
NTS - OTHERS	7	15,40,35,875.00	0.00	15,40,35,875.00	16,97,42,618.02	0.00	16,97,42,618.02
ASSETS, LOANS, ADVANCES ETC.	8	8,01,64,45,317.08	41,90,33,560.05	8,43,54,78,877.13	9,92,05,36,280.53	33,18,69,425.47	10,25,24,05,706.00
NEOUS EXPENDITURE		0.00	0.00	0.00	0.00	0.00	0.00
(not written off or adjusted)							
NT ACCOUNTING POLICIES	15	8,17,88,01,940.67	41,93,62,517.76	8,59,81,64,458.43	10,09,88,85,188.70	33,22,53,554.11	10,43,11,38,742.81
NT LIABILITIES AND NOTES ON ACCOUNTS	16						


D. Bandyopadhyay & Co.
 Chartered Accountants
 Kolkata

Additional Director (Fin) & FA
 SUDA
 Additional Director & Financial Advisor
 State Urban Development Agency, West Bengal

FO & Ex Officio Joint Director (Fin)
 SUDA
 Finance Officer &
 Ex-Officio Joint Director, Finance
 State Urban Development Agency, West Bengal

FO Health
 SUDA

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD / YEAR ENDED 31ST MARCH, 2015

(Amount in Rs.)

INCOME	Schedule	2014-15			2013-14		
		SUDA-H.O.	SUDA-Health	Total	SUDA-H.O.	SUDA-Health	Total
Income from Sales / Services	9	99,99,460.00	0.00	99,99,460.00	85,41,580.00	0.00	85,41,580.00
Grants / Subsidies		0.00	0.00	0.00	0.00	0.00	0.00
Fees / Subscriptions		0.00	0.00	0.00	0.00	0.00	0.00
Income from Investments (Income on Investment from earmarked / endowment Funds transferred to Funds)	10	0.00	0.00	0.00	0.00	0.00	0.00
Income from Royalty, Publication etc.	11	2,67,25,210.20	0.00	2,67,25,210.20	1,95,88,818.54	0.00	1,95,88,818.54
Interest Earned		57,320.00	0.00	57,320.00	50.00	0.00	50.00
Other Income		0.00	0.00	0.00	0.00	0.00	0.00
Increase / (decrease) in stock of Finished goods and works-in-progress		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL (A)		3,67,81,990.20	0.00	3,67,81,990.20	2,81,30,448.54	0.00	2,81,30,448.54
EXPENDITURE							
Establishment Expenses	13	1,07,19,582.00	0.00	1,07,19,582.00	1,22,57,033.00	0.00	1,22,57,033.00
Other Administrative Expenses etc.	14	1,06,85,717.67	0.00	1,06,85,717.67	90,65,965.85	0.00	90,65,965.85
Expenditure on Grants, Subsidies etc.		0.00	0.00	0.00	0.00	0.00	0.00
Interest		0.00	0.00	0.00	0.00	0.00	0.00
Depreciation (Net Total at the year-end - corresponding to Schedule 6a)		10,69,681.56	0.00	10,69,681.56	10,19,541.33	0.00	10,19,541.33
TOTAL (B)		2,24,74,981.23	0.00	2,24,74,981.23	2,23,42,540.18	0.00	2,23,42,540.18
Balance being excess of Income over Expenditure (A-B)		1,43,07,008.97	0.00	1,43,07,008.97	57,87,908.36	0.00	57,87,908.36
Transfer to Special Reserve (Specify each)		0.00	0.00	0.00	0.00	0.00	0.00
Transfer to / from General Reserve		0.00	0.00	0.00	0.00	0.00	0.00
BALANCE BEING SURPLUS / (DEFICIT) CARRIED TO CORPUS / CAPITAL FUND		1,43,07,008.97	0.00	1,43,07,008.97	57,87,908.36	0.00	57,87,908.36
SIGNIFICANT ACCOUNTING POLICIES	15						
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	16						



Director
 SUDA
 State Urban Development Agency

Additional Director & Financial Advisor
 SUDA
 State Urban Development Agency, Govt. of W.B.

FO & Ex Officio Joint Director (Fin)
 SUDA

FO Health
 SUDA

A. of D. BANDYOPADHYAY & CO.
 Chartered Accountants
 Auditor
 Partner.

FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)
Name of Entity : State Urban Development Agency, West Bengal
RECEIPTS AND PAYMENTS FOR THE PERIOD / YEAR ENDED 31st MARCH, 2015

	2014-15		2013-14		2014-15		2013-14	
	SUDA H.O.	SUDA Health	TOTAL	SUDA	SUDA H.O.	SUDA Health	TOTAL	SUDA
RECEIPTS								
ANCES	31,707.15	162.60	31,869.75	14,334.75	9,49,400.00		9,49,400.00	0.00
in Hand	0.00	0.00	0.00	8,20,41,980.00	25,495.00		25,495.00	10,345.00
BP	0.00	0.00	0.00	2,04,16,000.00	9,60,000.00		9,60,000.00	8,50,000.00
counts Office-III	3,06,00,95,609.00		3,06,00,95,609.00	0.00	4,416.00		4,416.00	4,424.00
ank	1,19,97,011.76		1,19,97,011.76	2,10,10,03,365.00	1,52,945.00		1,52,945.00	1,43,830.00
a - General	35,69,34,811.55		35,69,34,811.55	75,34,742.25	9,66,580.00		9,66,580.00	9,45,890.00
a - BRGF	24,26,457.00		24,26,457.00	1,48,79,137.55	1,11,757.00		1,11,757.00	6,28,851.00
a - CBPHCS	18,51,72,029.15		18,51,72,029.15	22,62,439.00	387.00		387.00	404.00
a - GNDPS	1,17,000.00		1,17,000.00	14,17,45,801.15	1,69,520.00		1,69,520.00	2,70,899.00
a - IGNOAPS	1,49,89,45,917.00		1,49,89,45,917.00	1,12,000.00	1,18,755.00		1,18,755.00	1,08,844.00
a - IGWVPS	8,000.00		8,000.00	1,78,04,427.00	3,465.00		3,465.00	1,872.00
a - ILCS	1,58,78,706.83		1,58,78,706.83	8,000.00	5,000.00		5,000.00	45,000.00
a - JSY	3,04,00,595.00		3,04,00,595.00	5,59,32,716.83	3,781.00		3,781.00	9,177.00
a - NFBS	9,11,01,021.00		9,11,01,021.00	2,45,91,517.00	2,12,902.00		2,12,902.00	11,59,417.00
a - NRY	1,82,38,896.00		1,82,38,896.00	7,73,73,269.00	12,230.00		12,230.00	1,248.00
a - NSDP	49,92,418.00		49,92,418.00	1,67,53,461.00	7,839.00		7,839.00	37,671.00
a - NSUI	20,81,317.00		20,81,317.00	46,09,923.00	22,215.00		22,215.00	1,43,647.00
a - SISR (CMU-KUSF)	19,710.00		19,710.00	19,45,385.00	51,050.00		51,050.00	48,596.00
a - SISR (Revised)	52,59,56,537.63		52,59,56,537.63	60,05,12,059.63	30,309.00		30,309.00	7,00,00,000.00
a - UIDSMT	1,58,70,25,453.00		1,58,70,25,453.00	1,48,56,67,767.00	1,94,514.00		1,94,514.00	50,25,136.00
a - USHA	92,11,631.00		92,11,631.00	18,26,625.00	34,65,123.00		34,65,123.00	20,11,193.00
a - VAMBAY	21,13,594.00		21,13,594.00	19,36,234.00	3,55,272.00		3,55,272.00	2,000.00
a - WESULM	49,80,092.00		49,80,092.00	0.00	2,500.00		2,500.00	0.00
dia - UBP under MPLAD	34,79,402.00		34,79,402.00	46,38,916.00	1,53,737.00		1,53,737.00	0.00
lyopadhyay	22,98,660.00		22,98,660.00	30,38,575.00	500.00		500.00	0.00
dia - UBP under MPLAD	29,46,32,979.00		29,46,32,979.00	Outstanding Fuel Charges	3,400.00		3,400.00	0.00
dia - IHSDP	1,49,51,80,689.55		1,49,51,80,689.55	Outstanding Honorarium	11,490.00		11,490.00	0.00
dia - RAY	73,06,16,639.00		73,06,16,639.00	Outstanding Expenses for Special Remuneration	0.00		0.00	0.00
dia - SECC	7,62,859.00		7,62,859.00	Outstanding Printing & Stationery Expenses	16,041.00		16,041.00	0.00
ICS	18,87,33,203.75		18,87,33,203.75	Outstanding Audit Fees	36,18,75,300.00		36,18,75,300.00	44,52,89,458.00
I	5,14,50,710.00		5,14,50,710.00	Urban Primary Health Care Services	21,789,959.00		21,789,959.00	21,789,959.00
a - DFID	22,96,761.70		22,96,761.70	DEID	75,64,852.00		75,64,852.00	0.00
	18,11,585.00		18,11,585.00	1,87,385.00	3,56,648.00		3,56,648.00	1,54,427.00
HLTIIES	25,495.00		25,495.00	8,66,01,329.75	2,76,116.00		2,76,116.00	5,08,063.00
a	9,60,000.00		9,60,000.00	14,94,20,046.00	0.00		0.00	75,190.00
Fund	4,416.00		4,416.00	Computer & Accessories	2,499.00		2,499.00	5,500.00
san (Interest)	1,52,945.00		1,52,945.00	21,99,234.70	1,48,877.00		1,48,877.00	0.00
B & Officers)	9,66,580.00		9,66,580.00	39,99,482.95	2,700.00		2,700.00	0.00
	45,000.00		45,000.00	Office Furnitures	78,250.00		78,250.00	53,190.00
	1,11,757.00		1,11,757.00	Office Equipments	13,60,000.00		13,60,000.00	3,30,00,000.00
	51,050.00		51,050.00	Xerox Machine	0.00		0.00	3,050.00
				Mobile Phone (IPP)	48,590.00		48,590.00	9,99,76,300.00
				4,474.00				
				1,43,830.00				
				9,45,890.00				
				Advance to Staff, Officers & Others				
				Investment in Fixed Deposit				
				6,28,851.00				
				Advance Income Tax				
				48,590.00				
				Current Assets Loans & Advance				
				2,08,24,201.00				



FORM OF FINANCIAL STATEMENTS (NON-PROFIT ORGANISATIONS)
 Name of Entity : State Urban Development Agency, West Bengal
 RECEIPTS AND PAYMENTS FOR THE PERIOD / YEAR ENDED 31st MARCH, 2015

RECEIPTS	2014-15		2013-14		PAYMENTS		2014-15		2013-14	
	SUDA H.O.	SUDA Health	TOTAL	SUDA	SUDA H.O.	SUDA Health	TOTAL	SUDA H.O.	SUDA	
Information System (NUIS)	4,06,106.00		4,06,106.00	3,82,495.00	Contingency - USHA			0.00	63,241.00	
Information System	1,44,372.00		1,44,372.00	0.00	Urban Subsidies for HR Assessment (USHA)		70,89,641.00	0.00	14,72,517.00	
Information Programme under MPLAD	2,09,000.00		2,09,000.00	1,35,932.00	Officer Schemes			4,21,36,49,541.00	1,26,29,54,000.00	
Sanitification Programme under MPLAD	4,26,683.00		4,26,683.00	0.00	13th Finance Commission Grant			10,02,19,545.00	8,36,36,231.00	
for HR Assessment (USHA)	3,48,148.00		3,48,148.00	32,385.00	Indira Gandhi National Disability Pension Scheme (IGNDPS)			1,56,03,76,910.00	1,08,23,83,246.00	
Statistics for HR and Assessment	0.00		0.00	88,71,545.00	Indira Gandhi National Widow Pension Scheme (IGNWPS)			0.00	1,38,32,507.00	
Sanitification Programme under MPLAD	11,29,77,000.00		11,29,77,000.00	0.00	Arrear G.P.F. / C.P.F. Of Municipal Employees' under R.O.P.A. '98			18,88,040.00	18,88,040.00	
for HR Assessment (USHA)	22,83,24,240.00		22,83,24,240.00	7,28,15,200.00	Fixed Grant			18,91,27,371.00	0.00	
Statistics for HR and Assessment	1,40,00,000.00		1,40,00,000.00	1,63,43,34,000.00	Rajiv Awas Yojana (RAY)			5,89,48,11,000.00	0.00	
Sanitification Programme under MPLAD	13,70,72,000.00		13,70,72,000.00	1,12,50,000.00	Outstanding Electricity Charges of ULBs			63,92,50,000.00	29,67,85,000.00	
for HR Assessment (USHA)	14,87,000.00		14,87,000.00	54,70,000.00	Special Backward Region Grant Fund (Special BRGF)			64,655.00	32,41,818.00	
Statistics for HR and Assessment	12,59,794.00		12,59,794.00	0.00	Survey for Identification of Manual Scavengers			1,87,39,412.00	7,51,17,704.00	
Sanitification Programme under MPLAD	5,89,48,11,000.00		5,89,48,11,000.00	0.00	Urban Beautification Programme under Development of Municipal Areas			0.00	25,630.00	
for HR Assessment (USHA)	31,77,88,000.00		31,77,88,000.00	0.00	ILGUS Fund			0.00	4,05,29,973.00	
Sanitification Programme under MPLAD	1,09,45,200.00		1,09,45,200.00	0.00	Integrated Low Cost Sanitation (ILCS - Revised) Programme			0.00	0.00	
for HR Assessment (USHA)	0.00		0.00	0.00	Survey for Identification of Insanitary Latrines			36,31,204.00	0.00	
Statistics for HR and Assessment	0.00		0.00	0.00	Swachh Bharat Mission (SBM)			2,00,00,000.00	0.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	Urban Reproductive Child Health (Urban RCH) Programme			86,33,132.00	0.00	
for HR Assessment (USHA)	0.00		0.00	0.00	Rajiv Awas Yojana (RAY)			0.00	14,44,805.00	
Statistics for HR and Assessment	0.00		0.00	0.00	Books & Journals (JPP)			0.00	1,528.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	Continental Advertising Services Pvt Ltd.			0.00	7,92,323.00	
for HR Assessment (USHA)	0.00		0.00	0.00	Signet Media Services Pvt Ltd			1,66,211.00	90,382.00	
Statistics for HR and Assessment	0.00		0.00	0.00	TCP Advertising Pvt Ltd			0.00	20,670.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	TDS (UPHCS)			0.00	0.00	
for HR Assessment (USHA)	0.00		0.00	0.00	CLOSING BALANCES			17,787.15	31,869.75	
Statistics for HR and Assessment	0.00		0.00	0.00	Cash in Hand			0.00	0.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	Drafts in Hand			0.00	0.00	
for HR Assessment (USHA)	0.00		0.00	0.00	Treasury Cheques in Hand			33,23,440.00	0.00	
Statistics for HR and Assessment	0.00		0.00	0.00	HDFC Bank - CCBP			13,39,05,896.59	0.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	Kolkata Pay & Accounts Office-III			2,61,66,52,707.00	3,06,00,95,608.00	
for HR Assessment (USHA)	0.00		0.00	0.00	Punjab National Bank			2,00,61,494.63	1,19,97,011.76	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - General			32,23,45,991.55	33,69,34,811.55	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - BRGF			25,99,982.00	24,26,457.00	
for HR Assessment (USHA)	0.00		0.00	0.00	State Bank of India - CBPHCS			29,62,40,014.15	18,51,72,029.15	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - IGNDPS			1,11,382.00	1,12,000.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - IGNOAPS			90,18,13,373.00	1,49,89,45,917.00	
for HR Assessment (USHA)	0.00		0.00	0.00	State Bank of India - IGWVPS			7,382.00	8,600.00	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - ILCS			1,72,03,156.83	1,58,78,706.83	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - JSY			2,69,05,624.00	3,04,00,995.00	
for HR Assessment (USHA)	0.00		0.00	0.00	State Bank of India - NFBS			4,00,85,955.00	9,11,01,071.00	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - NRD			1,93,90,879.00	1,82,38,896.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - NUIS			53,97,906.00	49,92,418.00	
for HR Assessment (USHA)	0.00		0.00	0.00	State Bank of India - SJSRY (MUL-KUSP)			20,39,558.00	20,81,317.00	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - SJSRY (Revised)			19,092.00	19,710.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - SJSKY (Revised)			36,29,84,155.63	52,52,96,537.63	
for HR Assessment (USHA)	0.00		0.00	0.00	State Bank of India - UIDSSMT			1,42,98,99,157.00	1,58,70,75,453.00	
Statistics for HR and Assessment	0.00		0.00	0.00	State Bank of India - USHA			23,69,180.00	92,11,631.00	
Sanitification Programme under MPLAD	0.00		0.00	0.00	State Bank of India - VAMBAY			23,01,239.00	21,13,894.00	
for HR Assessment (USHA)	0.00		0.00	0.00				0.00	0.00	
Statistics for HR and Assessment	0.00		0.00	0.00				0.00	0.00	



Name of Entity: State of Karnataka Development Corporation, West Bengal
SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

	2014-15			2013-14		
	SUDA-H.O.	SUDA-Health	Total	SUDA-H.O.	SUDA-Health	Total
Balance as at the beginning of the year	21,59,74,111.39	0.00	21,59,74,111.39	21,01,86,203.03	0.00	21,01,86,203.03
Add / (Deduct) : Contributions towards Corpus / Capital Fund	-9,49,398.00	85,56,035.22	76,06,637.22	0.00	0.00	0.00
Add / (Deduct) : Balance of net income / (expenditure) transferred from the Income & Expenditure Account	1,43,07,008.97	0.00	1,43,07,008.97	57,87,908.36	0.00	57,87,908.36
BALANCE AS AT THE YEAR - END	22,93,31,722.36	85,56,035.22	23,78,87,757.58	21,59,74,111.39	0.00	21,59,74,111.39

	2014-15			2013-14		
	SUDA-H.O.	SUDA-Health	Total	SUDA-H.O.	SUDA-Health	Total
CHECULE 2 - RESERVES AND SURPLUS :						
1. <u>Capital Reserve :</u>						
As per last Account	0.00	0.00	0.00	0.00	0.00	0.00
Addition during the year	0.00	0.00	0.00	0.00	0.00	0.00
Less : Deductions during the year	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
2. <u>Revaluation Reserve :</u>						
As per last Account	0.00	0.00	0.00	0.00	0.00	0.00
Addition during the year	0.00	0.00	0.00	0.00	0.00	0.00
Less : Deductions during the year	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
3. <u>General Reserve :</u>						
As per last Account	0.00	0.00	0.00	0.00	0.00	0.00
Addition during the year	0.00	0.00	0.00	0.00	0.00	0.00
Less : Deductions during the year	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
4. <u>Building Fund Reserve :</u>						
As per last Account	1,00,00,000.00	0.00	1,00,00,000.00	1,00,00,000.00	0.00	1,00,00,000.00
Addition during the year	0.00	0.00	0.00	0.00	0.00	0.00
Less : Deductions during the year	0.00	0.00	0.00	0.00	0.00	0.00
	1,00,00,000.00	0.00	1,00,00,000.00	1,00,00,000.00	0.00	1,00,00,000.00
TOTAL	1,00,00,000.00	0.00	1,00,00,000.00	1,00,00,000.00	0.00	1,00,00,000.00



FORM OF STATEMENTS OF PROVISIONAL ACCOUNTS
 Name of Entity : State Urban Development Agency, West Bengal
SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015
 (Amount in Rs.)

	TOTAL SUDA	
	2014-15	2013-14
DULE 3a - EARMARKED / ENDOWMENT FUNDS		
<u>Opening balance of the funds</u>		6,18,05,80,517.31
<u>Additions to the Funds:</u>		
i. Donations / grants sanctioned by Governments	15,27,49,45,373.08	11,77,23,55,634.00
ii. Interest Income from Autosweep accounts made out of funds	20,96,42,268.00	10,89,98,954.00
iii. Other additions (Refund by Urban Local Bodies)	77,64,982.00	79,93,441.00
	15,49,23,52,623.08	11,88,93,48,029.00
TOTAL (a+b)	25,35,35,25,008.39	18,06,99,28,546.31
<u>Utilisation / Expenditure towards objectives of funds</u>		
<u>i. Capital Expenditure</u>		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	17,42,24,53,302.08	8,20,87,56,161.00
Total	17,42,24,53,302.08	8,20,87,56,161.00
<u>ii. Revenue Expenditure</u>		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	17,42,24,53,302.08	8,20,87,56,161.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	7,93,10,71,706.31	9,86,11,72,385.31

Disclosures shall be made under relevant heads based on conditions attaching to the grants.

Plan Funds received from the Central / State Governments to be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

	FUND - WISE BREAK UP	
	Integrated Low Cost Sanitation (ILCS) under Old Guidelines (Old)	Integrated Low Cost Sanitation (ILCS) under Revised Guidelines (Old)
Particulars		
<u>Opening balance of the funds additions to the Funds:</u>	23,79,778.83	1,34,99,878.00
i. Donations / grants sanctioned by Governments	0.00	0.00
ii. Interest Income from Autosweep accounts made out of funds	0.00	13,25,068.00
iii. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	23,79,778.83	13,25,068.00
<u>Utilisation / Expenditure towards objectives of funds</u>		
Capital Expenditure		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	0.00	0.00
Total	0.00	0.00
Revenue Expenditure		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	0.00	0.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	23,79,778.83	1,48,24,946.00

Disclosures shall be made under relevant heads based on the provisions attaching to the grants.

Funds received from the Central / State Governments shall be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

RULE 3a - EARMARKED / ENDOWMENT FUNDS	FUND - WISE BREAK UP	
	Construction & Renovation of Fruits & Vegetable Markets	Development Grant under State Grant (2001-02)
Opening balance of the funds	25,64,000.00	1,72,000.00
<u>Additions to the Funds:</u>		
i. Donations / grants sanctioned by Governments	0.00	0.00
ii. Interest Income from Autosweep accounts made out of funds	0.00	0.00
iii. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	25,64,000.00	1,72,000.00
<u>Utilisation / Expenditure towards objectives of funds</u>		
<u>Capital Expenditure</u>		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	0.00	0.00
Total	0.00	0.00
<u>i. Revenue Expenditure</u>		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	0.00	0.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	25,64,000.00	1,72,000.00

Disclosures shall be made under relevant heads based on transactions attaching to the grants.

Any Funds received from the Central / State Governments to be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

SCHEDULE 3a - EARMARKED / ENDOWMENT FUNDS	FUND - WISE BREAK UP	
	Development Grant under State Grant (2002-03)	Development Scheme of ULBs under S.F.C. (2001-02)
Opening balance of the funds		1,99,773.00
Additions to the Funds:		
Donations / grants sanctioned by Governments	0.00	0.00
Interest Income from Autosweep accounts made out of funds	0.00	0.00
i. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	0.00	0.00
Disposition / Expenditure towards objectives of funds	24,00,000.00	1,99,773.00
Capital Expenditure		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	0.00	0.00
Total	0.00	0.00
Revenue Expenditure		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	0.00	0.00
TOTAL BALANCE AS AT THE YEAR - END (a+b-c)	24,00,000.00	1,99,773.00

Closures shall be made under relevant heads based on amounts attaching to the grants.

Funds received from the Central / State Governments shall be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

	FUND - WISE BREAK UP	
	Tax Grant for ULBs in Non-KMDA areas under State Grant (2003-04)	Tax Grant for ULBs in KMDA areas under State Grant (2003-04)
<u>Opening balance of the funds</u>	3,75,000.00	12,90,000.00
<u>additions to the Funds:</u>		
i. Donations / grants sanctioned by Governments	0.00	0.00
ii. Interest Income from Autosweep accounts made out of funds	0.00	0.00
iii. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	3,75,000.00	12,90,000.00
<u>Utilisation / Expenditure towards objectives of funds</u>		
<u>Capital Expenditure</u>		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	0.00	0.00
Total	0.00	0.00
<u>i. Revenue Expenditure</u>		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	0.00	0.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	3,75,000.00	12,90,000.00

Disclosures shall be made under relevant heads based on disclosures attaching to the grants.

Funds received from the Central / State Governments shall be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

	FUND - WISE BREAK UP	
	Urban Beautification Programme under BEUP of Jyotipriya Mallick	Urban Beautification Programme under MPLAD of Debabrata Bandyopadhyay
Opening balance of the funds	42,196.00	35,29,373.00
additions to the Funds:		
i. Donations / grants sanctioned by Governments	0.00	0.00
i. Interest Income from Autosweep accounts made out of funds	0.00	2,01,002.00
ii. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	42,196.00	2,01,002.00
Utilisation / Expenditure towards objectives of funds	42,196.00	37,30,375.00
Capital Expenditure		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	0.00	0.00
Total	0.00	0.00
i. Revenue Expenditure		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	0.00	0.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	42,196.00	37,30,375.00

disclosures shall be made under relevant heads based on
 itions attaching to the grants.

lan Funds received from the Central / State Governments
 o be shown as separate Funds and not to be mixed up
 any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015
 (Amount in Rs.)

SCHEDULE 3a - EARMARKED / ENDOWMENT FUNDS	FUND - WISE BREAK UP	
	Urban Beautification Programme under MPLAD of Mukul Roy	Urban Beautification Programme under MPLAD of Srinjoy Bose
Opening balance of the funds	19,35,970.00	7,10,358.00
Additions to the Funds:		
i. Donations / grants sanctioned by Governments	0.00	0.00
ii. Interest Income from Autosweep accounts made out of funds	1,32,840.00	92,841.00
iii. Other additions (Refund by Urban Local Bodies)	0.00	0.00
TOTAL (a+b)	1,32,840.00	92,841.00
TOTAL (a+b)	20,68,810.00	8,03,199.00
<u>Disposal / Expenditure towards objectives of funds</u>		
<u>Capital Expenditure</u>		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	4,35,439.00	0.00
Total	4,35,439.00	0.00
<u>i. Revenue Expenditure</u>		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	4,35,439.00	0.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	16,33,371.00	8,03,199.00

Disclosures shall be made under relevant heads based on disclosures attaching to the grants.

Urban Funds received from the Central / State Governments shall be shown as separate Funds and not to be mixed up with any other Funds.



SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2015

(Amount in Rs.)

	FUND - WISE BREAK UP	
	Urban Maternal Benefit Scheme	Strengthening of Maternity Homes under Health Scheme Development Initiatives
<u>Opening balance of the funds additions to the Funds:</u>	2,61,32,427.00	53,39,585.00
i. Donations / grants sanctioned by Governments	0.00	0.00
ii. Interest Income from Autosweep accounts made out of funds	27,61,846.00	0.00
iii. Other additions (Refund by Urban Local Bodies)	0.00	21,88,742.00
TOTAL (a+b)	27,61,846.00	21,88,742.00
TOTAL (a+b)	2,88,94,273.00	75,28,327.00
<u>Utilisation / Expenditure towards objectives of funds</u>		
<u>Capital Expenditure</u>		
- Fixed Assets/Adjustments	0.00	0.00
- Others (Fund released to Urban Local Bodies & Others)	1,30,000.00	68,72,125.00
Total	1,30,000.00	68,72,125.00
<u>i. Revenue Expenditure</u>		
- Salaries, Wages and allowances etc.	0.00	0.00
- Depreciation	0.00	0.00
- Other Administrative expenses (Contingency)	0.00	0.00
Total	0.00	0.00
TOTAL (c)	1,30,000.00	68,72,125.00
NET BALANCE AS AT THE YEAR - END (a+b-c)	2,87,64,273.00	6,56,202.00

Disclosures shall be made under relevant heads based on the information furnished in the schedules and any other documents attaching to the grants.

Funds received from the Central / State Governments shall be shown as separate Funds and not to be mixed up with any other Funds.

