

**Government of West Bengal**  
**Education Directorate**  
**Bikash Bhawan, Salt Lake, Kolkata- 700091.**

Memo No: ED- 1068/2017

Dated: Kolkata, the 22<sup>nd</sup> February, 2017.

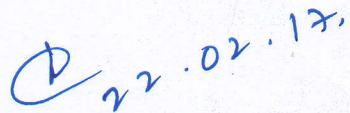
From: The Director of Public Instruction,  
West Bengal.

To: The Principal/ Teacher-in-charge/Office-in-charge of Govt., Govt. aided and erstwhile  
Sponsored Colleges of Kolkata and Salt Lake.

Sub: Preparatory functions in respect written examination for GROUP-D post organized by the  
West Bengal Group D Recruitment Board to be held on 14.05.2017.

With reference to the above mentioned subject, all the Principal/ Teacher-in-charge/Office-in-charge of Govt., Govt. aided and erstwhile Sponsored Colleges of Kolkata and Salt Lake which are approached by West Bengal Group D Recruitment Board with request to access the college as venue for written examination organized by the West Bengal Group D Recruitment Board to be held on 14.05.2017 are requested to take proper steps for smooth conduction of the above mentioned examination peacefully and successfully. For that purpose, all the Principal/ Teacher-in-charge/Office-in-charge are hereby requested to take personal care to ensure his/her participation in the process of examination with his/her teaching & non-teaching employees and office structure for the above mentioned date with **top priority and utmost care.**

This may be treated as extremely urgent.

  
Director of Public Instruction  
West Bengal

Memo No: ED-1068/1(5)/2017

Dated: Kolkata, the 22<sup>th</sup> February, 2017.

Copy forward for information and necessary action to:

- 1) The Chairman, West Bengal Group D Recruitment Board, Utility Building, HIDCO, 2<sup>nd</sup> Floor, Action Area II C, (Near Mangaldeep rotary), New Town, Kolkata, Kolkata-700161.
- 2) Secretary, Higher Education Department, Govt. of West Bengal, Bikash Bhawan, Salt Lake, kol-91.
- 3) P.S. to M.I.C. , Department of Higher Education, Science & Technology and Biotechnology, Govt. of West Bengal, Salt Lake, kol-91.
- 4) Senior P.A. to the Principal Secretary, Department of Higher Education, Science & Technology and Biotechnology, Govt. of West Bengal, Salt Lake, kol-91.
- 5) Guard File.