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| **REPRESENTATION PROFORMA OF GROUP ‘B’ NON-GAZETTED AND GROUP ‘C’ OFFICIALS FOR ANNUAL GENERAL TRANSFER 2021** |
| 1 | Name & Present Address |  |
| 2 | Present Posting/Place [Specify Building/ Station] |  |
| 3 | Date of Birth/Employee Code/Contact No. & Mail ID |  |
| 4 | Tenure at the Present Post & continuous stay at present station  |  |
| 5 | Choice of Station(s) for posting on transfer [Please choose any five(05) as per your preference on a scale of 1 to 5 ] |
|  | 1.Kolkata | 2.Hooghly | 3.Haldia | 4.Burdwan |
|  | 5.Midnapore | 6.Nadia | 7.Suri | 8.Murshidabad |
|  | 9.Durgapur | 10.Asansol | 11.Bankura | 12.Purulia |
|  | 13.Siliguri | 14.Gangtok | 15.Darjelling | 16.Kalimpong |
|  | 17.Jalpaiguri | 18.coochbehar | 19.Aliporeduar | 20.Raiganj |
|  | 21.Malda | 22.Balurghat | 23.Portblair |  |
|  |  |  |  |  |  |
| 6 | Choice of Building(s) in Kolkata [Please give any five(05) as [per your preference] |
|  |  |  |  |  |  |
| 7 | Reasons thereof (Separate Sheet may be used, if required)  |  |
|  |  |  |  |  |  |
| 8 | Complete Posting Profile  |
|  | Name of the post | Office & Station | From | To | Tenure (YY/MM) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Signature :

Date :

Place:

\*All fields are mandatory except the field at Sl.No.8

Note: i) The last date for submitting the representation in the above Proforma in the office of the Principal CCIT WB & Sikkim is 01/03/2021

ii) Any representation made thereafter will not be entertained.

iii) Choice of stations should be made strictly as per Proforma.