



**GOVERNMENT OF WEST BENGAL**  
**Public Health Engineering Directorate**  
**N.S. Buildings, (7th Floor), 1, K.S. Roy Road, Kolkata-700001**  
**[TelNo.033-2248-5281, Fax No.033 2210-3993, E-mail: ce\_hq@wbphed.gov.in]**

**Memo No. 9253-9342 /5/F/09**

**Dated: 14/10/2020**

To

1. **The Superintending Engineer (All), \_\_\_\_\_, PHE Dte., Govt. of West Bengal.**
2. **The Executive Engineer (All), \_\_\_\_\_, PHE Dte., Govt. of West Bengal.**

In pursuance to the order of Chief Secretary to the Govt. of West Bengal vide no. 615-1.S.S/2M-22/2020 dated. 12/10/2020, all offices should remain open during ensuing puja holidays with skeleton staff as may be required to operate and maintain the emergency water supply services.

However, no officers / staff should be allowed to leave the head quarter and should be available on call, if situation demands.

Enclo.: As stated above.

**Chief Engineer (Head Quarter)**  
PHE Dte., Govt. of West Bengal

**Memo No. 9253-9342 / (1-2)/5/F/09**

**Dated: 14/10/2020**

Copy forwarded for information to:

1. Sr. PA to Principal Secretary, PHE Department, Govt. of West Bengal.
2. The Engineer-in-Chief, PHE Department, Govt. of West Bengal.

**Chief Engineer (Head Quarter)**  
PHE Dte., Govt. of West Bengal

**Memo No. 9253-9342 / (3-20) /5/F/09**

**Dated: 14/10/2020**

Copy forwarded for information to:

1. The Chief Engineer, Western Zone/ Planning & WQM/ Northern Zone (Civil)/ Chief Engineer & Project Director, WBPWSP (Purulia)/ Southern Zone (Mechanical/ Electrical)/ Northern Zone (Mechanical/ Electrical)/ Chief Engineer (Civil), WBDWSIP (ADB), PHE Dte., Govt. of West Bengal.
2. The Assistant Chief Engineer-I/ II/ III/ Northern Zone (Civil)/ Southern Zone (M/E)/ Northern Zone (M/E), PHE Dte. Govt. of West Bengal.
3. The OSD (Monitoring Cell), PHE Dte./ Superintending Engineer (Water Quality), WSSO, PHED, Govt. of West Bengal.
4. The Deputy Superintending Engineer-I/ II (Monitoring Cell)/ Head Quarter, PHE Dte. Govt. of West Bengal.

**Chief Engineer (Head Quarter)**  
PHE Dte., Govt. of West Bengal



**Government of West Bengal**  
**Nabanna, HRBC Building, Shibpur, Howrah**

No. 615 -I. S. S./2M-22/2020

Dated, Howrah, the 12<sup>th</sup> October, 2020

**MEMORANDRUM**

Whereas it is considered necessary to maintain the management of Pandemic COVID 19 uninterrupted during the ensuing Puja holidays commencing on and from 17th October to 1st November, including Saturday and Sunday ,and

Whereas it is also considered necessary to be on high alert and fully prepared for effective management of any natural disaster like cyclonic storm, flood/ inundation during those days, and

Whereas it is also considered necessary to maintain public tranquility and law and order to ensure peaceful celebrations of Pujas , and

Whereas it is also considered necessary to maintain all essential civic and public services during the period, and

Whereas the services of all officers and staff of the State Government as well as urban and rural bodies and other parastatals will be essentially required for the purpose stated above,

Now, therefore, it is hereby ordered that no officer and staff attached to the offices/ organizations providing essential services, involved in COVID management and otherwise, entrusted with law and order duty and in disaster management, etc shall be allowed to take leave during puja holidays, except on exceptional and emergent medical grounds to be decided by the head of office.

All the officers and staff who will be on duty and have to perform essential public services during this period shall be allowed compensatory leave of equal number of days which may be granted to them afterwards.

Sd/-  
Chief Secretary to the  
Government of West Bengal

No. 615/1(54) - I. S. S./2M-22/2020

Dated, Howrah, the 12<sup>th</sup> October, 2020

Copy forwarded for information and necessary action to:

Additional Chief Secretary/Principal Secretary/Secretary, All Departments

  
Special Secretary 12/10/2020

Home and Hill Affairs Department