

Government of West Bengal  
Office of the District Magistrate, Purulia  
Establishment Section

**ORDER**

Following candidates are hereby selected to the post of DATA ENTRY OPERATORS on purely contractual and temporary basis for a period of 1 (One) year in terms of Finance Department (Audit Branch), West Bengal vide Memorandum No. 2500-F(Y) dated 20<sup>th</sup> March, 2015 and in terms of Directorate of Treasuries & Accounts, West Bengal vide No. DT/04/S-2014/132 dated 28.01.2016.

They are directed to join in the Purulia Treasury and Raghunathpur Treasury under Purulia Collectorate within 18.02.2016 along with their as per prescribed format and following terms and conditions.

Sl. No.	Name of the candidates and residential address	Place of posting
1.	Prashanta Kumar Bhagat, Vill- Suisa, PO- Suisa, PS- Bagmundih, Dist.- Purulia, PIN-723212	Purulia Treasury
2.	Mithun Mahato, Vill- Tiladih, PO- Jangidiri, PS- Kenda, Dist.- Purulia, PIN- 723128	Purulia Treasury
3.	Amar Chandra Gorain, Vill- Chelyama, PO- Chelyama, PS- Raghunathpur, Dist.- Purulia, PIN- 723146	Purulia Treasury
4.	Srikanta Konar, Vill- Aligram, PO- Deasha Aligram, PS- Aushgram, Dist.- Burdwan	Raghunathpur Treasury
5.	Manas Kumar Das, Vill- Panradda, PS- Balarampur, Dist.- Purulia	Purulia Treasury

**Terms & Conditions:-**

1. The appointment is provisional and terminable without any notice.
2. The engagement shall be purely on contractual/temporary basis for a period of one (1) year.
3. This can be renewed on satisfactory performance by the Finance Department recommendation of the District Magistrate. The proposal for renewal should reach the Director of Treasuries & Accounts at least 30 days before expiry of the annual contract.
4. The engagement of DEOs will terminate under following situations-
  - (i) Expiry of Contract Period, if not renewed
  - (ii) Giving 30 days notice by either side within the validity period of contract
  - (iii) Forthwith under Insubordination & improper behavior, inefficiency, negligence etc.
5. He will be entitled to a consolidated remuneration of Rs.11,000/- per month from the date of joining in the post and he will be allowed annual increment benefit @ 500/- for the first five years and then @ 600/- thereafter on the basis of continuous satisfactory service.
6. Leave during period of engagement shall be allowed as per rule 213 of the WBSR, Part-I, applicable for contractual appointment.
7. No Travelling allowance for journey to join the post will be allowed.

  
District Magistrate  
Purulia

Contd./2

  
9/2/16

Memo No. 164 (15)/Estt.

Dated: 09/02/2016

Copy forwarded for information to:-

1. Joint Secretary to the Govt. of West Bengal, Finance (Audit) Department, Nabanna, Howrah-711102.
2. Joint Director of Treasuries & Accounts, West Bengal, Finance Department, Directorate of Treasuries & Accounts, Mitra Building, 8, Lyons Range, Kolkata-700001.
3. Sub-Divisional Officer, Raghunathpur.
4. Officer-in-Charge, Establishment Section, Purulia.
5. Nezarath Deputy Collector & For Collector, Purulia (DDO).
6. Treasury Officer, Purulia.
7. Treasury Officer, Raghunathpur.
8. P.A to District Magistrate, Purulia.
9. P.A to Additional District Magistrate (Gen.), Purulia.
10. Bill Clerk, Establishment Section.
11. \_\_\_\_\_

  
District Magistrate  
Purulia

  
2/2/16

**Agreement for Contractual DATA ENTRY OPERATOR in the offices of the District Magistrate & Collector, Purulia.**

This agreement is made on the .....day of the month of .....of the year 2016 between Sri ..... aged about..... (Date of Birth .....)  
S/o .....of Vill .....  
P.O..... P.S..... Dist..... Full address to be given (Hereinafter called the employees) of the one part and District Magistrate & Collector, Purulia (Name and designation of appointing authority) having his office at Purulia P.O Purulia, Dist-Purulia, Pin:723101 (Office address to be given) (Hereinafter called the Employer) of the other part.

Whereas, it is agreed and declared as follows.

1. That Sri.....shall be on contractual basis to the post of Data Entry Operator as Finance Department (Audit Branch), West Bengal vide Memorandum No. 2500-F(Y) dated 20th March, 2015 and in terms of Directorate of Treasuries & Accounts, West Bengal vide No. DT/04/S-2014/132 dated 28.01.2016. The contractual agreement shall be valid upto one year from the date of joining.
2. That the said Data Entry Operator shall receive a consolidated monthly pay of Rs 11,000/- (Rupees eleven thousand only) as per Finance Departments Memorandum No. 2500-F(Y) dated 20th March, 2015.
3. The District Magistrate, Purulia/ the Sub-Divisional Officer, Raghunathpur who will be the Drawing and Disbursing Officer of the Data Entry Operator shall pay the said consolidated monthly pay to the Data Entry Operator of the funds received from the Directorate of Treasuries & Accounts and be debited from the detailed head " 02-Wages" under relevant head of account.
4. That the Data Entry Operator shall faithfully, honestly, impartially and diligently discharge his assigned official duties. But, if the Data Entry Operator himself absences from his assigned official duties without leave or is found guilty of misconduct or commits any breach of terms this contractual Data Entry Operator shall be at liberty to terminate his contractual Data Entry Operator at any moment as and when required without assigning any reason whatsoever to the said Data Entry Operator and the employer shall always be at liberty to sue Data Entry Operator in the Court of Law in case of breach of law committed by the said Data Entry Operator and the employer will be at liberty to claim compensation for such breach or violation.
5. That either of the parties of this agreement will be at liberty to terminate this contractual Data Entry Operator by giving one month advance notice to the other side before the stipulated date.

Senior Deputy Collector,  
For Collector, Purulia

Signature of candidate

Witness:-

- 1.
- 2.

Accepted

Additional District Magistrate,  
Purulia