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West Bengal State Warehousing Corporation
(A Government Undertaking)
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Memo No: 2894 /Estt./A(I)-2/SWC /17-18

Dated : 29.01.2018

NOTICE

This is to inform all concerned that the monthly meeting will be held at 11 A.M. on Wednesday (07/02/2018) in the chamber of the Managing Director, WBSWC.

Agenda notes are given below :

1. Storage space and bill etc. reg

a) H.R. details of Pvt. Hired godowns to be procured and compiled.

✓ b) Bill raising status of the Pvt. Hired godowns. Attachment orders of the SWC

Officers if any with the said godowns if any, to be updated with regular changes.

2. M.P.R. Reg

✓ a) Present status of report compilation etc. on paper.

✓ b) Status of progress of Google Sheet in this reg.

✓ c) Any complications reg. Obtaining data from any corner etc.

✓ d) Any effect for change of mode of management of GFD's etc.

3. Action Taken Report on last B.O.D. Meeting.

4. Dehiring of long term hired godowns. Number of proposals sent so far in files. 63,270.

5. Guideline required regarding

a) Mode and process of release of the S.I.s with liaison maintenance to the District Authority.

✓ b) Minimum Quantum of space and time for G.O. and S.O. business.

c) Duties and responsibilities of the Weigh Bridge operators.

d) Collection of charge against weighbridges etc.

e) Preparation of LPC of the S.I.s with last LPC copies obtained from their offices. [AO to refer to latest order of Dept. of F&S]

f) Regarding release of S.I.s from RIDF godowns.

g) New Godown Superintendents to be handed over with charges before training.

COSS - 47,00,000.
2,78,000.
As - 12,90,500.
63,270.

h) Status of proposed budget any information due any ambiguity etc.

i) All bills to depositors to be issued centrally from HQ – discussion thereon.

Sd/-

Managing Director

Memo No: 2894/3 (3) / Estt./A(T)-2/SWC /17-18

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Copy forwarded for information to :-

1. Chief Engineer, WBSWC
2. Accounts Officer, WBSWC
- ✓ 3. Assistant Secretary/ Manager RIDF/ Zonal Officer (Estab)/S.O./ c.m./ Ad.O.
A.O. - I/II (s.w.e).

Sd/-

Managing Director