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**West Bengal State Warehousing Corporation**

( A Government Undertaking )

Khadya Bhavan, B-Block, (4<sup>th</sup> Floor)

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KOLKATA-700087.

Website: www.warehousingwb.com

Email: swc@wb.gov.in

Memo No. 1206/P(II)-41/Estb./BAS/SWC

Date : 29.07.2019

O R D E R

Pursuant to the approval of the Competent authority of the Corporation, the Superintendents / Godown in-charges of 22 (twenty two) numbers of RIDF godowns (as per list annexed) are hereby informed that devices relating to Bio-metric attendance system (BAS) have already been installed in the said RIDF godowns. Accordingly, the daily attendance of all employees posted in the said godowns including contractual employees, staff of F&S Department whose service are placed under this Corporation and the employees deployed in the godowns through Vendors shall be maintained by the Bio-metric attendance system w.e.f. 1<sup>st</sup> August, 2019.

It is pertinent to mention here that the matter of maintaining records of absentee statements for the purpose of release of salary/wages/remuneration will be dealt as per record available from the said Bio-metric system in place of consideration of earlier system of sending manual absentee report in future.

The Godown In-charges are also advised to note that since the system is going to be introduced first time in the Corporation, the system of maintaining Attendance Register along with giving attendance through BAS should be continued till further order. Necessary circular / guidelines for use of such BAS in every RIDF godown campus shall be separately issued and the rules & regulations stipulated in the said circular should be strictly adhered to.

*Sd/-*

Secretary

Memo No. 1206/1(32)/P(II)-41/Estb./BAS/SWC

Date : 29.07.2019

Copy forwarded for information and necessary action to:-

1. The Superintendents/Godown In-charges of 22 RIDF godowns.
2. The Accounts Officer, WBSWC.
3. All the Officers posted at HO, WBSWC.
4. SSP... ..with the request for uploading in website.

*Sd/-*  
29/7/19  
Secretary

## Annexure-A

SL. NO.	NAME OF RIDF	NAME OF THE IN-CHARGE	DESIGNATION	CONTACT NO
1	Falakata	SAHABAJ KHAN	Sub-Inspector (F&S)	9681770710
2	Mathabhanga	MANMATHA ROY	Sub-Inspector (F&S)	8918846744
3	Sitalkuchi	MD SALIM	Sub-Inspector (F&S)	7679919160
4	Islampur	SAGAR SUBBA	Sub-Inspector (F&S)	8372809706
5	Itahar	BRAJA GOPAL MAJUMDER	Inspector (F&S)	8250084271
6	Balurghat	DILIP CHANDRA MAHATO	Superintendent	7001174301
7	Kumarganj	MANOJ KR. DEB BARMAN	Chef Inspector (F&S)	9932347236
8	Tapan	SANTOSH KUMAR SARKAR	Superintendent	9475600904
9	Old Malda	RAFIKUL ISLAM	Superintendent	7278542459
10	Gazole	SAIKAT ROY	Sub-Inspector (F&S)	9002816304
11	Chanchal	RAJAT KUMAR MANDAL	Inspector (F&S)	9735233835
12	Bharatpur	ZASIMUDDIN AHMED	Superintendent	9732126880
13	Khargram	MD ABU TALEB SHAIKH	Superintendent	7557006401
14	Kandi	AKBAR KABIR	Superintendent	8116460692
15	Hariharpara	UDAY NARAYAN BANERJEE	Superintendent	7557847802
16	Bankura Sadar	KALYAN UPADHYAY	Superintendent	8001604274
17	Bhatar	HARADHAN HAZRA	Sub-Inspector (F&S)	9474554081
18	Mongolkot	SYED ANAMUL KAISAR	Superintendent	8116364594
19	Purbasthali	SAHIBUL SK	Superintendent	9475219669
20	Monteswar	SUDHIN KUMAR MONDAL	Superintendent	8001429268
21	Joypur	SWAPAN LAHA	Superintendent	8016277347
22	Tehatta	SUDIPTA GHOSH	Sub-Inspector (F&S)	9903602370

*K. Bandyopadhyay*  
29/07/2019