



**Government of West Bengal  
Irrigation & Water Ways Department  
Jalasampad Bhawan, Western Block, 3<sup>rd</sup> floor  
Salt Lake City, Kolkata-700091**

No. 3702 –IE-3M-67/2017

Date: 29/11/18

From: Joint secretary to the  
Government of West Bengal

To : All the Superintending Engineer (Civil) under Irrigation & Waterways Directorate

Sub:- Submission of proforma report for exercising option for posting on transfer of Junior Engineer (Civil) under Irrigation & Waterways Directorate.

The undersigned is directed to forward herewith a Proforma for exercising option for posting on transfer of Junior Engineer (Civil) under Irrigation & Waterways Directorate who have completed 6 (Six) years of service in their existing post and to request him to furnish the report to this Department as per Prescribed Proforma within 15 (Fifteen) days.

Concerned Superintending Engineer is requested to see that names of all who have completed 6 (Six) years are included.

The report may be sent through e-mail at [js-estb@wbiwd.gov.in](mailto:js-estb@wbiwd.gov.in)

sd/-

Joint Secretary to the  
Government of West Bengal

**Enclo. As stated.**

No. 3702/1(2) –IE-3M-67/2017

Date: 29/11/18

Copy forwarded for information & necessary action to :-

1. All the Chief Engineers under Irrigation & Waterways Directorate with a request to ensure that the report is submitted within 15 (Fifteen) days.

2. Executive Engineer, DVC Study Cell & e-governance, Jalasampad Bhavan, Salt Lake, Kolkata – 700 091 with the request to upload the order to this Department's Website.

sd/- 29/11/18

Joint Secretary to the  
Government of West Bengal

## **PROFORMA NO.I**

[PROFORMA FOR EXERCISING OPTION FOR POSTING ON TRANSFER OF JUNIOR ENGINEERS]

Name of the Office:

<b>Sl. No.</b>	<b>Name of Junior Engineer (Civil)</b>	<b>Date of Superannuation</b>	<b>Place of Posting (on last four occasions including the present one) Indicating the Zone-A/B</b>	<b>Duration of posting ( on last four occasions including the present one )</b>	<b>Options for transfer to any three(3) as applicable, in order of preference.</b>	<b>Place of posting in Zone 'A' or 'B' during his/her tenure of entire service with duration.</b>	<b>Remarks</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	<b>(7)</b>	<b>(8)</b>

Signature of Superintending Engineer