Government of West Bengal
Finance Department
Audit Branch (Group T)
"NABANNA" 325, Sarat Chatterjee Road, Howrah-711102
(E- 1265840)

No: 4233 - F(Y) Date: 20.11.2026

MEMORANDUM

Sub: Drawal of bills in respect of Composite Transfer and Packing Grant and other related expenditures in anticipation of allotment.

In continuation of earlier FD Memo No. 1385-F(Y) dated 17.04.2026 read with Department Memo No. 2402-F(Y) dated 03.07.2026, the Governor is pleased to include the following category of bill as mentioned below with the existing categories of bills allowed to be passed by the Treasuries/Pay & Accounts Offices in anticipation of allotment of fund for the period upto 31-12-2026.

"Bills relating to **Composite Transfer and Packing Grant and other transfer related expenditures**, under the Detailed Head **"11 – Travelling Expenses"**."

All other terms and conditions contained in ibid Memo shall remain unchanged.

(P K Mishra, IAS)
Additional Chief Secretary to the
Government of West Bengal

No.4233/1(500) -F(Y) Date: 20.11.2026

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____ _____ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, _____ Department.
7. Director, _____ _____.
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, Khadya Bhawan, 11A Mirza Ghalib Street, Kolkata – 700087.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Khadya Bhawan, 11A Mirza Ghalib Street, Kolkata – 700087.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Salt Lake, Kolkata – 700064.
12. Commissioner, _____ Division, _____ _____
13. District Magistrate / District Judge / Superintendent of Police, _____ _____
14. Sub-Divisional Officer,_____
15. Treasury Officer, _____
16. Block Development Officer, _____
17. Group ____ / _____ Branch, Finance Department.
18. Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.

Deputy Secretary to the
Government of West Bengal