

केन्द्रीय अनुसंधान और प्रशिक्षण प्रयोगशाला  
Central Research and Training Laboratory  
(राष्ट्रीय विज्ञान संग्रहालय परिषद)  
(National Council of Science Museums)  
सेक्टर-V, ब्लॉक-जी एन, बिधान नगर  
Sector-V, Block-GN, Bidhan Nagar  
कोलकाता/Kolkata-700 091

आई/I-13019/1/251

दिनांक/Date : 15.06.2021

**कार्यालय ज्ञापन/OFFICE MEMORANDUM**

In pursuance of NCSM O.M. Nos. I-13019/1/248 & I-13019/1/249 dated 15.06.2021, it has been decided that all officers in CRTL at the level of Under Secretary or equivalent and above (Pay Matrix Level-11) are required to attend office on all working days during the period from 16.06.2021 to 30.06.2021. Remaining officials in CRTL shall attend office as per the attached duty roster during the aforesaid period.

Officials who will work from home should be made themselves available on telephone and electronic means of communication at all times. They should attend office, if called for any exigency of work. The O.M. shall remain in force till 30.06.2021, or until further order, whichever is earlier.

This issues with the approval of Competent Authority.

Sw 15/06/2021  
(शैबाल बोस/Saibal Bose)

उप नियंत्रक (प्रशासन)/ Dy. Controller of Administration

To:

- 1) All officers in Pay Matrix Level-11 & above
- 2) All officials as per enclosed roster

Copy to:

1. Director- (Hqrs.)/ CRTL/ NE Zone
2. PPS to DG, NCSM
3. All Sectional Heads
4. Office copy

Sl. No.	Name of Officers and Staff	Designation	Remarks	
			To attend office	Work from Home
			(June 16-30, 2021)	
1.	Shri Praveen Chandrakar	Curator 'B'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
2.	Shri Muneswar Barman	Technical Officer 'B'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
3.	Shri Srijan Halder	Technical Officer 'A'	16 -18 <sup>th</sup> June	21-25,28-30 June
4.	Shri Kuntal Kabasi	Technical Officer 'A'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
5.	Shri Subhendu Moharana	Exhibition Officer 'A'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
6.	Shri Biswajit Ghosh	Technician 'G'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
7.	Shri Goutam Kundu	Technician 'G'	16 -18 <sup>th</sup> June	21-25,28-30 June
8.	Shri Chandu Debnath	Technician 'G'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
9.	Shri Madhusudan Das	Technician 'G'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
10.	Shri Pradip Kole	Technician 'G'	28-30 <sup>th</sup> June	16-18,21-25 June
11.	Shri Biswajit Biswas	Technician 'G'	28-30 <sup>th</sup> June	16-18,21-25 June
12.	Shri Kapil Pachal	Technician 'G'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
13.	Shri A.K. Maji	Technician 'G'	16 -18 <sup>th</sup> June	21-25,28-30 June
14.	Shri A.K. Mondal	Technician 'G'	16 -18 <sup>th</sup> June	21-25,28-30 June
15.	Shri Goutam Bhattacharya	Technician 'G'	16 -18 <sup>th</sup> June	21-25,28-30 June
16.	Shri Goutam Manna	Technician 'G'	28-30 <sup>th</sup> June	16-18,21-25 June
17.	Shri Prabir Kr. Sarkar	Technician 'F'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
18.	Shri A.K.Mazumdar	Technician 'G'	28-30 <sup>th</sup> June	16-18,21-25 June
19.	Shri K. Z. Islam	Technician 'F'	28-30 <sup>th</sup> June	16-18,21-25 June
20.	Shri K. K. Chatterjee	Artist 'F'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
21.	Shri Mintu Saha	Technician 'F'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
22.	Shri Jayanta Kumar Laha	Office Assistant (Grade-I)	16 -18 <sup>th</sup> June	21-25,28-30 June
23.	Shri Sibu Pada Ray	Office Assistant (Grade-I)	28-30 <sup>th</sup> June	16-18,21-25 June
24.	Shri Pradeep Das	Office Assistant (Grade-I)	16 -18 <sup>th</sup> June	21-25,28-30 June
25.	Shri Utpal Hazra	Sr. Stenographer	16 -18 <sup>th</sup> June	21-25,28-30 June
26.	Shri Siddesh D.C.	Exhibition Assistant 'A'	28-30 <sup>th</sup> June	16-18,21-25 June
27.	Shri Sushanta Bhowmik	Exhibition Assistant 'A'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
28.	Shri Suman Das	Technical Assistant 'A'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
29.	Shri Bijan Biswas	Technician 'C'	16 -18 <sup>th</sup> June	21-25,28-30 June
30.	Shri Badal Kumar Mandal	Technician 'C'	28-30 <sup>th</sup> June	16-18,21-25 June
31.	Shri Gokul Kumar Gonra	Technician 'C'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
32.	Shri Sudip Karmakar	Technician 'C'	16 -18 <sup>th</sup> June	21-25,28-30 June

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Sl. No.	Name of Officers and Staff	Designation	Remarks	
			To attend office	Work from Home
			(June 16-30, 2021)	
33.	Shri Nilay Saha	Technician 'C'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
34.	Shri Dipak Malakar	Technician 'C'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
35.	Smt. Minakshi Dutta	Technician 'C'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
36.	Shri Bikash Parbat	Technician 'C'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
37.	Sk. Mustafa Ali	Technician 'C'	16 -18 <sup>th</sup> June	21-25,28-30 June
38.	Smt. Chandana Ghosh	Office Assistant (Grade-II)	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
39.	Smt Soma Dey	Office Assistant (Grade-II)	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
40.	Shri Avijit Kundu	Technician 'C'	28-30 <sup>th</sup> June	16-18,21-25 June
41.	Shri Santanu Das	Technician 'C'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
42.	Shri Subhasis Dutta	Technician 'B'	16 -18 <sup>th</sup> June	21-25,28-30 June
43.	Shri Krishnendu Pramanick	Technician 'A'	21-23 <sup>rd</sup> June	16-18,24-25,28-30 June
44.	Shri Suthan Abishek Y	Technician 'A'	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
45.	Shri Samit Ghosh	Technician 'A'	28-30 <sup>th</sup> June	16-18,21-25 June
46.	Shri Sudama Kujur	Technician 'A'	28-30 <sup>th</sup> June	16-18,21-25 June
47.	Shri Rohit Prasad	Office Assistant (Grade-III)	23-25 <sup>th</sup> June	16-18,21-22,28-30 June
48.	Shri Ankit Dutta	Artist 'A'	28-30 <sup>th</sup> June	16-18,21-25 June