Government of West Bengal  
Finance Department  
Nabanna

No. 2255 -F(H) ___________________________

Date: 20/07/2020

From: Commissioner, Finance Department,  
Govt of West Bengal

To: The Director of Information & Ex-Officio Joint Secretary,  
I & CA Department, Govt of West Bengal  
325, Sarat Chatterjee Road, Nabanna, Shibpur, Howrah- 711 102

Sir,

Kindly find enclosed herewith a copy of the advertisement notice vide no. 2254 -F(H) dated 20/07/2020 inviting applications for appointment of Administrative Member in the West Bengal Administrative Tribunal.

You are therefore requested kindly arrange to publish the advertisement notice along with Annexure II &III in the web portal of the Sate Govt www.egiyebangla.gov.in .

Yours faithfully,

[Signature]
Commissioner  
Finance Department

Enclo: As stated.
ADVERTISEMENT (NOTICE)

Government of West Bengal
Finance Department

No 2254 - F(H) dated : 20 /07/2020

Applications, in prescribed format are invited from qualified and eligible persons to fill up 02 (two) posts of Administrative Member in the West Bengal Administrative Tribunal. Details of selection procedure, qualification, term of office and status of service along with format of application may be accessed from the following websites:

(i)  www.wbfin.nic.in   (ii)  www.egyebangla.gov.in

The last date of receipt of application in the office of the Additional Chief Secretary, Finance Department, Government of West Bengal, Nabanna, 325, Sarat Chatterjee Road, Shibpur, Howrah-711 102 is 07/09/ 2020, upto 05:30 PM.

If application received after the due date it will not be considered.

Applicants are requested to super-scribe on the envelope containing the application as "Application for post of Administrative Member, West Bengal Administrative Tribunal."

[Signature]
Commissioner
Finance Department

20.7.2020
ANNEXURE -II

APPLICATION FORM

To
The Additional Chief Secretary,
Finance Department, Government of West Bengal,
Nabanna, 12th Floor, 325, Sarat Chatterjee Road,
Howrah- 711 102

Sir,

In response to your advertisement for filling up post of 02 (two) Administrative Members in the West Bengal Administrative Tribunal appearing at ........................................ (name of news paper with date/website) , I would like to offer myself as a candidate for the same. My bio-date is furnished below:-

1. Name (IN CAPITAL LETTERS) : 
2. Permanent Address : 
3. Present Address : 
4. Phone Number (Landline & Mobile) : 
5. E-mail ID : 
6. Age as on the date of application (Please attach attested copy of valid documents for age proof) : 
7. Educational Qualification : 
8. Present Post (if any) : 
9. Tenure (s) in the requisite post/post(s), with dates (May be given in attached sheet, duly authenticated) : 
10. Experience (May be given in attached sheet, duly authenticated, in particular, in dealing with recruitment, and matters concerning recruitment to civil service of the State, service matter to civil services of the State, any local or other authority or corporation controlled or owned by the State Govt. etc. and all other experiences) : 
11. Languages known : 

I do hereby confirm, to the best of my knowledge, that the above information furnished are correct and I fulfill the required qualification, as per the Administrative Tribunals Act, 1985 (as amended) to be eligible for consideration as Administrative Member of the West Bengal Administrative Tribunal.

Dated: 

Yours faithfully,

(Signature)
ANNEXURE – III

Government of West Bengal
Finance Department
Audit Branch

Brief particulars regarding Selection of Administrative Member,
West Bengal Administrative Tribunal

Applications are invited for the post of Administrative Member, West Bengal Administrative Tribunal in plain white paper in the prescribed format in a closed cover, addressed to Additional Chief Secretary, Finance Department, Government of West Bengal, Nabanna, 325, Sarat Chatterjee Road, Shibpur, Howrah- 711 102. The application must reach the office of the Finance Department, Government of West Bengal within 18/08/2020 upto 05:30 PM.

PARTICULARS

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<td>2.</td>
<td>Selection Procedure Rule 5(2) of the Administrative Tribunals (Procedures for appointment of Members) Rules, 2006.</td>
<td>Selection will be made out of the list of applicants forwarded by the Personnel &amp; Administrative Reforms (P&amp;AR) Department, Government of West Bengal and applicants responding to the advertisement. Candidates who are in service should submit the application through proper channel. An advance copy of the application should also be sent directly to the Additional Chief Secretary, Finance Department, at the above mentioned address. Applications, as received, will be screened by the Selection Committee and on the basis of the screening, the Committee will recommend name(s) of successful candidate(s).</td>
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<td>3.</td>
<td>Qualification Selection 6(2)(a) of the Administrative Tribunals Act, 1985.</td>
<td>The applicant shall not be qualified for appointment as an Administrative Member, unless he has held for at least two years the post of Secretary to the Government of India or any other post under the Central or State Government and carrying the scale of pay which is not less than that of a Secretary to the Government of India for at least two years or held a post of Additional Secretary to the Government of India for at least five years or</td>
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[Signature]

[Date]
any other post under the Central or State Government carrying the scale of pay which is not less than that of Additional Secretary to the Government of India at least for a period of five years;
Provided that the officers belonging to All-India services who were or are on Central deputation to a lower post shall be deemed to have held the post of Secretary or Additional Secretary, as the case may be, from the date such officers were granted proforma promotion or actual promotion whichever is earlier to the level of Secretary or Additional Secretary, as the case may be, and the period spent on Central deputation after such date shall count for qualifying service for the purposes of this clause.

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<td>4. Term of Office Selection 8(2) of the Administrative Tribunals Act, 1985.</td>
<td>A Member shall hold office as such for a term of five years from the date on which he enters upon his office extendable by one more term of five years; Provided that no Member shall hold office as such after he has attained the age of sixty-five years.</td>
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<td>5. Condition of Service Section 8(3) of the Administrative Tribunals Act, 1985.</td>
<td>The conditions of service of Chairman and Members shall be the same as applicable to Judges of the High Courts.</td>
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Note: The applicants are advised to refer to the Administrative Tribunals Act, 1985 (as amended) and the Administrative Tribunal (Procedures for Appointment of Members) Rules, 2011 for details.