

**Central Pollution Control Board
Zonal Office, Kolkata**

Sub. : Work assigned to Officers / Officials – reg.

Sl. No.	Name	Designation	Work Assigned
01.	Shri A. Chattopadhyay	Sc. 'D' & Incharge	Overall responsibilities of Zonal Office, Kolkata, its all projects including recently included NGRBA Project.
02.	Dr. D.P. Mukhopadhyay	Sc. 'D' & Lab. I/c	Overall supervision of Zonal Office, Kolkata Laboratory and coordinating all the projects of Laboratory.
03.	Shri Sundeep	Sc. 'D'	Supervision of projects like Coal Bed Methane, Oil Refineries, Iron Ore Pellatization Plant, Continuous Emission Monitoring Equipment, Status of Automobile Centre, Waste Tyres as Fuel in Cement Sector etc. beside coordination with Bihar, Jharkhand and Orissa Pollution Control Boards.
04.	Dr. (Mrs.) R. Saha	Sc. 'C'	Execution of some projects including supervision of analytical work, participation in monitoring and analysis as and when required etc.
05.	Dr. G.P. Singh	Sc. 'B'	Execution of some projects; ESS monitoring and public complaints investigation in Orissa, Bihar and Jharkhand; coordination of Intra Divisional Presentation and with SPCBs of Orissa, Bihar and Jharkhand etc.
06.	Shri Sandeep Roy	Sc. 'B'	Execution of projects, ESS monitoring and public complaints investigation in West Bengal and coordination with West Bengal SPCB.
07.	Shri A.K. Sen	Sc. 'B'	Execution of some projects including supervision of analytical work. Monitoring and analysis of samples.
08.	Ms. S. Ekka	Sc. 'B'	Execution of some project, analysis of parameters of water / wastewater, AOX and metal, participation in the monitoring programme etc.
09.	Sh. A. K. Naskar	SSA	Execution of project, analysis of parameters of water / wastewater, sediment, preparation of the list of chemicals, participation in monitoring programme etc.

Sl. No.	Name	Designation	Work Assigned
10.	Sh. K. N. Nandi	SSA	Execution of projects, preparation of requirement of filter papers, technical specification of instruments / equipment, participation in monitoring and analysis of parameters of water / wastewater/ stack / ambient etc.
11.	Dr. Arunima Bajpai (on deputation)	SSA	Execution of projects, Calibration of glassware, maintenance of Laboratory Store, participation in the monitoring and analysis of parameters of water and wastewater.
12.	Shri Sukhendu Biswas	JSA	Analysis of parameters of water / wastewater, ambient air, stack etc., participation in the monitoring programme, assistance in preparation of list of filter paper and chemicals etc.
13.	Md. Abdur Rafique	JSA	Execution of project, assistance in the Laboratory Store management, Operation and maintenance of AAS, participation in monitoring and analysis of parameters - water / wastewater, ambient, stack, sediment etc.
14.	Shri Awanindra Kumar	JSA	Participation in analysis of water / wastewater, ambient, stack etc. and monitoring; assistance in preparation of list of filter paper and chemicals, acquaintance with the operation of GC and AOX etc.
15.	Smt. Minati Bagchi	SLA	Preparation of reagent, operation of Flame Photometer, Regular operation and maintenance of Distilled Water, maintenance of pH Meter, monitoring and analysis of some parameters - water, wastewater, soil etc.
16.	Smt. Pratima Saha Dutta	SLA	Preparation of reagent, preparation and maintenance of the field kit and records for the field store, maintenance of Conductivity Meter, participation in monitoring and analysis of some parameters - water / wastewater, stack and ambient etc.
17.	Shri D. Sengupta	SLA	Operation of AAQM Station at Southend Conclave, assistance in preparation of reagents, cleaning of glassware, participation in the monitoring programme etc.
18.	Shri Ajay Dubey	SLA	Participation in the monitoring programme, analysis of some parameters of water / wastewater, stack, ambient, assistance in preparation of the list of chemicals / glassware and assistance for Ring Test Analysis etc.

Sl. No.	Name	Designation	Work Assigned
19.	Shri Shaktinath Bhattacharya	JLA	Participation in the monitoring, analysis of some parameters of water / wastewater and ambient air etc.
20.	Shri Ash Narayan Thakur	JLA	Preparation of reagents for analysis, arrangement of monitoring kit, participation in monitoring and analysis of some parameters of water / wastewater, stack and ambient air etc..
21.	Shri Animesh Mondal	JLA	Preparation of reagents for analysis, arrangement of monitoring kit, participation in monitoring and analysis of some parameters of water / wastewater, stack and ambient air etc..
22.	Shri Tapan K. Mukhopadhyay	JLA	Preparation of reagents for analysis, arrangement of monitoring kit, participation in monitoring and analysis of some parameters of water / wastewater, stack and ambient air etc..
23.	Shri K.K. De	STS	Maintenance of Building / Laboratory / Office Instruments/ LAN/ Computer Hardware/ Equipment including their AMCs, instruments store, Development and maintenance of Calibration Laboratory.
24.	Shri D.P. Banerjee	Sr. Tech.	Looking after and maintenance of field instruments / equipment and keeping proper record, electrical repairing works, plumbing works, maintenance of laboratory instruments.
25.	Shri Narender Singh	Section Officer	All administrative works including insurance and Running & Maintenance of Office vehicle.
26.	Smt. Manisha Banerjee	P.S.	Making letters / Office Order / Circular, Monthly progress Report, RTI, etc. and Mass Awareness Project under supervision of ZO.
27.	Shri B. Ghosh	Assistant	Processing of all Bills and Claims, Special Medical Claims, News Paper, etc., Tax related work under section 194 (C) & Project Staff, Preparation of all types of Papers/Vouchers as per the requirement of Auditors, submission of Annual Physical Verification Reports.
28.	Smt. A. Bagchi	Steno	Typing work of Laboratory, handling of files of Laboratory Incharge.
29.	Shri Suman Bhattacharya	UDC	Processing bills for Routine Payments, TA/DA, LTC, Telephone, Project Staff Salary and Children Education Allowance, also Professional Tax matters, Expenditure Statements (monthly), and Import Matters (L.C.)
30.	Shri S.K. Dey	UDC	Maintenance of general Attendance, and all Leave records. Record maintenance of Security Personnel and Cleaners. Management of Personnel Files of all officials. Handling and Maintenance of Library (Technical & Scientific), Management & Handling of Stationary Store.

Sl. No.	Name	Designation	Work Assigned
31.	Smt. Chandrani Bhattacharya	DEO (Adhoc)	Assistance in Data Base Management, Scanning & digitization , software maintenance / AMC/ license renewal etc.
32.	Shri B. Gayen	Sr. Driver	Driving and servicing of office vehicle etc.
33.	Shri Ranjit Mondal	Driver, Grade – I	Assistance to mechanical maintenance and other works.
34.	Shri Avijit Mukherjee	Sr. Attendant	Handling Dak Despatch Register, xerox, fax etc.
35.	Shri Shyam Mallick	Safaiwala (Adhoc)	Washing of glassware, sample containers, dusting , arrangement of monitoring kit, assistance in refilling Gas from BOC Gas Agency etc.

Project Staff - (SRFs & JRFs):

Sl. No.	Name	Designation	Work Assigned
01.	Shri Somnath Das	SRF	Analysis of parameters of water / wastewater/ ambient air, participation in monitoring, preparation of the list of chemicals, operation of AAS & GC and preparation of reagents as and when required.
02.	Smt. Bipasha Dinda	JRF	Assistance and execution of some projects, preparation of Scientific Reports, Field visits for data collection etc.
03.	Ms. Soumi Dinda	JRF	Analysis of parameters of water / wastewater, ambient air, participation in the monitoring, assistance in the sampling programme for preparation of filter paper, thimble etc., preparation of the reagents for water and air analysis as and when required.

Project Staff – NGRBA :

Sl. No.	Name	Designation	Work Assigned
01.	Dr. Dipu S.	RA	Monitoring of Ganga river, Drains, STPs and others related to NGRBA Project.
02.	Ms. Amrita Talapatra	RA	"
03.	Ms. Chitralekha Sengupta	SRF	"