



सत्यमेव जयते

कार्यालय महालेखाकार (लेखा एवं हक), पश्चिम बंगाल
ट्रेजरी बिल्डिंग्स, 2, गवर्नमेंट प्लेस, वेस्ट, कोलकाता-700 001
OFFICE OF THE ACCOUNTANT GENERAL (A&E), WEST BENGAL
TREASURY BUILDINGS, 2, GOVERNMENT PLACE WEST, KOLKATA- 700001



सोचकहितार्थं सत्यनिष्ठा
Dedicated to Truth in Public Interest

No. PAGAEWB/03/57/111/ATO 2025/211

Date: 27.02.2025

Circular

Preference of Stations for transfer/posting is invited from Sr. Divisional Accounts Officers/ Divisional Accounts Officers, Grade-I/ Divisional Accounts Officers, Grade-II/Divisional Accountants for preparing the **Annual Transfer Order 2025**.

The following points are to be noted while filling up the proforma:

1. The options have to be forwarded by the respective Divisional Officers in the format attached with this circular.
2. Three different options of Stations are required to be submitted.
3. All officials whose regular divisions appear in the vacancy list at Annexure IV and Divisional Accountants being posted in light divisions, who have completed/will complete three (3) years as on 30.09.2025, are requested to submit options.
4. Any other officials with compassionate/medical grounds for transfer may apply with supporting documents.
5. Officials whose Hard Zone posting are due, it is mandatory to exercise at least one option from the list of Hard Zone Stations mentioned in Annexure III and Officials who are opting for Hard Zone only, shall fill the option form by giving all three options from Hard Zone Stations only.
6. Kolkata station has been divided into 6 (six) new stations namely Kolkata, Howrah, Hooghly, North 24 Paraganas-I (Salt Lake/ Bidhannagar/ Baguiati/ New Town/ Rajarhat Area), North 24 Paraganas-II (Barasat/Barrackpur Area) & Kalyani as per jurisdiction of district. In this regard, lower weightage on their option will be given to consider their place of posting to those officials who have completed 6 years in the aforesaid 6 new stations (erstwhile Kolkata station) during the incumbency period for the last 9 years.
7. Documents in support of seeking relaxation on compassionate/medical grounds shall be examined thoroughly. In case of detection of any false statement, stringent action will be taken according to CCS (Conduct) Rules.
8. All options are required to be submitted by **12.03.2025** positively to email Id **kumarritesh@cag.gov.in**
9. Options received after the stipulated date will not be entertained.

A tentative list of station wise divisions (excluding light divisions) in each district that are vacant or likely to be vacant is attached in Annexure IV.

Discrepancy noticed, if any, in the vacancy list shall be brought to the notice of **WM Section** within 03.03.2025.

[Authority: AG (A&E), West Bengal Dated : 27.02.2025]

[Encl: As stated above]

Sd/-

Deputy Accountant General (A/cs, VLC & CISO)

No. PAGAEWB/03/57/111/ATO 2025/2011-2014

Date: 27.02.2025

Copy forwarded for information to:

1. The concerned Divisional Officers/Executive Engineers with a request to download the office order from the official website of Principal Accountant General (A&E), West Bengal, Kolkata (www.agwb.cag.gov.in) for necessary action.
2. Secretary to the Accountant General (A&E), West Bengal.
3. Sr. AO/ITSC with a request to upload the same in the office website.
4. General Secretary, West Bengal DAO & DA Association.


Sr. Accounts Officer/WM

ANNEXURE-I

PROFORMA OF APPLICATION FOR TRANSFER/POSTING FOR ATO 2025

1. Name of the applicant:
2. Present designation:
3. Date of birth:
4. Date of last promotion:
5. Date of retirement:
6. Residential address:
7. Contact No with Email Id:
8. Accounts submitted upto:
9. Details of posting for last 09 years:

Sl. No.	Name of the Divisions	Station	From	to
a				
b				
c				
d				
e				

10. Three options of STATIONS for preferred place of posting:

I.

II.

III.

11. List of documentary evidence attached, if any:

I.

II.

III.

Place:

Date:

Signature with Designation

Recommended by Divisional Officer/Executive Engineer
(Signature with Official Seal)

Last date for submission of option for ATO 2025: 12.03.2025

ANNEXURE-II
(Nomal Zone stations)

Sl. No.	Station	Sl. No.	Station
1	Siliguri	18	Suri
2	Maldah	19	Bolpur
3	Berhampur	20	Rampurhat
4	Krishnanagar	21	Burdwan
5	Asansol	22	Durgapur
6	Contai	23	Kolkata
7	Sabang	24	Howrah
8	Tamluk	25	Hooghly
9	Midnapur	26	North 24 Paraganas-I
10	Kharagpur	27	North 24 Paraganas-II
11	Bankura	28	Kalyani
12	Bishnupur		
13	Diamond Harbour		
14	Kakdwip		
15	Baruipur		
16	Basirhat		
17	Singur		

ANNEXURE-III (Hard Zone Stations)

Sl. No.	Station
1	Alipurduar
2	Cooch behar
3	Jalpaiguri
4	Kalimpong
5	Islampur
6	Raigunj
7	Balurghat
8	Amlagora
9	Jhargram
10	Khatra
11	Purulia
12	Darjeeling
13	Sonamukhi
14	Mekhliganj
15	Odlabari
16	Raghunathganj

Annexure-IV

Vacancy list for ATO 2025

District	Station/ No. of vacant Div.	Sl. No	Name of Divisions	Grading	Address
Alipurduar	Alipurduar 03	1	Alipurduar Irrigation Division	M	Manna De Street, Colledge Halt, P.O. & Dist.-Alipurduar, Pin-736122.
		2	Alipurduar Division, PWD	H	Colledge Halt, P.O. Alipurduar Court Dist. Alipurduar, Pin-736122.
		3	Alipurduar Highway Division PW (Roads) Dir.	H	Near Durgabari, New Town, P.O. & Dist. Alipurduar, Pin-736122.
Cooch Behar	Cooch Behar 02	4	Cooch Behar Irrigation Division	M	Debibari, P.O. & Dist. Cooch Behar, Pin-736101.
		5	Cooch Behar Highway Division, PW Roads	VH	Jitendra Narayan Road, P.O. & Dist. Cooch Behar, Pin-736101.
Jalpaiguri	Jalpaiguri 03	6	Construction Division, Special Project, PW (Roads) Dte.	M	Anandanagar, P.O.-Mainaguri, Dist.- Jalpaiguri. Pin-735224.
		7	Jalpaiguri Highway Division. P.W.(Roads).	VH	Navybasti, Race Course Para, P.O.+Dist.- Jalpaiguri Pin-735101.
		8	Jalpaiguri Agri irrigation Division, WIDD.	M	Jalasampad Bhawan, Room N0-8, P.O.- Rajbaripara, Dist.- Jalpaiguri-735101.
Darjeeling	Darjeeling 01	9	Darjeeling Division, PWD.	H	8 No, Hookers Road, Darjeeling. Pin-734101
	Siliguri 08	10	National Highway Division-IX.PW Roads Dir.	H	N.H. Office Complex, Matigara, Near Balason Bridge, P.O.-Matigara, Dist.- Darjeeling. Pin-734010.
		11	Darjeeling H.W. Division, PW(Roads)	H	PWD More, Shaktigarh, Siliguri- 734005.
		12	North Bengal Division, Social Sector, PW Dte.	M	PWD More, Shaktigarh, Siliguri. Pin- 734005
		13	Mahananda Barrage Division	M	Administrative Building, Tinbati More, Siliguri.Pin-734005.
		14	Darjeeling Electrical Division, PWD.	M	Air View More, Hill Cart Road, Siliguri, Dist-Darjeeling, Pin-734001.
		15	Siliguri Division, HD.	H	Hill Cart Road, Near TenzingNorgey Bus Stand, Siliguri-734001.

		16	Siliguri Division, MED	M	Niranjan Nagar, Ashighar More, Siliguri-734006.
		17	Project Implementation Unit-II. PW Roads Directorate.	VH	Vivekananda Bhawan (N.B.D.D. Building), 1st Floor, Hill Cart Road, Siliguri, Pin-734003.
Uttar Dinajpur	Raiganj 01	18	Raigunj Division, Social Sector.	M	Karnajora, Raiganj,UttarDinajpur, Pin-733130.
Dakshin Dinajpur	Balurghat 01	19	South Dinajpur Irrigation Division.	H	Beltala Park, Balurghat, DakshinDinajpur. Pin-733103.
Maldah	Maldah 02	20	MaldahDivision , PHE.	VH	Daulatpur PHE Complex, Maliha ,Englishbazar, PIN- 732102.
		21	Malda Arsenic Area Division, PHE.	H	Daulatpur PHE Complex, Maliha ,Dist-Malda PIN- 732102.
Murshidabad	Berhampore 07	22	Berhampore Division-I, PWD.	H	Cantonment Road, BK-II Building, Fouzdari Court Compound, Berhampore, Murshidabad, Pin-742101.
		23	Berhampore (AM) Division-II.	M	Agri-Engg Building, Station Road, Berhampore, Murshidabad, Pin-742101.
		24	Berhampore Mechanical/ Electrical Division, PHE Dte.	M	4,NetajiSubhas Road, PHE River Side Complex, Berhampore, Murshidabad, Pin-742101.
		25	Berhampore Division-I, PHE Dte.	M	4, C.R.Das Road, P.H.E. office Complex, 2nd floor, P.O.-Berhampore, Murshidabad, Pin-742101.
		26	Berhampore Irrigation Division, I & WD	H	Irrigation Complex, Dr.R.K.Sarani, Berhampore, Murshidabad,Pin-742101.
		27	Murshidabad Highway Division-II, PW(Roads).	H	C.R.Das Road, Berhampore, Murshidabad, Pin-742101.
		28	Murshidabad Division, MED.	M	5,Babulbona Road, Madhupur, Berhampore, Murshidbad, Pin-742101.
South 24 Parganas	Diamond Harbour 02	29	Diamond Harbour Highway Division. PW Roads.	VH	Puratan Bazar, Dakshin Hazipur, Diamond Harbour Pin-743331.
		30	Diamond Harbour Division, PWD.	H	P.W.D. Compound, Diamond Harbour South 24 Parganas-743331
	Baruipur 01	31	Mograhat Drainage Divn.I& WD	M	1st floor, New Office building, Baruipur, Puratan Bazar, Sason, South 24 Parganas
Purba Medinipur	Tamluk 02	32	Tamluk Division, PHE	M	PHE Complex (1st floor), Parbatipur, Near Hamiltan High School,P.O.-Tamluk, Dist- PurbaMedinipur, Pin-

					721636.
		33	Tamluk Division Social Sector, P.W.D.	M	Padumbasan, Maniktala, P.O.-Tamluk, Dist- PurbaMedinipur, Pin- 721636.
Paschim Medinipur	Midnapur 01	34	Midnapore Highway Division. P W Roads	VH	SahidMangalPandaySarani, P.O.- Midnapore, Dist- PaschimMedinipur, Pin-721101.
	Kharagpur 01	35	N.H. Division-II. P W Roads	H	New office-Inda, Kharagpur,O.T. Road, PaschimMedinipur, Pin-721 305,
Jhargram	Jhargram 02	36	Jhargram Highway Division. P W Roads.	H	Ghoradhara, P.W. D. Building,Dist - Jhargram, Pin- 721507
		37	Jhargram (A-I) Division.	M	Jhargram, Dist-Jhargram, Pin-721507.
Bankura	Bankura 03	38	Bankura Division, PHE.	VH	RavindraSarani, Near Jail Road, P.O.+Dist.-Bankura,PIN-722101.
		39	Bankura Highway Division. P W Roads	VH	Nutanchati, P.O.+Dist.- Bankura.Pin-722101
		40	Bankura Electrical Division. PWD	M	Kenduadihi, Near Bhairavsthan P.O.-+Dist.- Bankura, Pin-722102.
	Bishnupur 01	41	Kangsabati Canals Division-III	M	Bailapara, P.O.-Bishnupur, Dist.- Bankura, PIN-722122.
	Khatra 01	42	Kangsabati Canal Division-II. Khatra.	H	P.O.-Khatra, Dist.- Bankura,Pin-722140.
Purulia	Purulia 04	43	Purulia Division, PHE.	VH	Ranchi Road, Jal Tank More, Purulia, Pin- 723101.
		44	Purulia Mechanical Division, PHE.	M	Ranchi Road, Jal Tank More, Purulia, Pin- 723101.
		45	Purulia Irrigation Division, I&W.D.	M	BhatBandh Irrigation Colony, Office Building, Ist floor, Ranchi Road, Prulia, Pin- 723101.
		46	Project Management Unit (PMU), West Bengal Piped Water Supply Project, Purulia	VH	PHED Complex,North Lake Road Entry,Purulia-723101.
Birbhum	Suri- Birbhum 02	47	Mayurakshi Head Quarters Division.	H	Irrigation Colony. P.O.-Suri, Dist.- Birbhum, Pin- 731101.
		48	Birbhum Division, Social Sector, PWD.	M	Tilpara, P.O.-Suri, Dist.- Birbhum, Pin-731101.

Purba Bardhaman	Burdwan 05	49	Burdwan Division, PHE	VH	PHE Complex, Nababhat, Fagupur, PurbaBardhaman, pin- 713104.
		50	Burdwan Investigation & Planning Division, I&W.D.	M	Purta Bhavan, (3rd floor), P.O.-Sripally, Dist- Burdwan, Pin-713103.
		51	Central Mechanical Division, PHE.	M	Purta Bhavan, (5th floor), P.O.-Sripally, Dist- Burdwan, Pin-713103.
		52	Damodar Canal Division.	H	Court Compound, P.O.-Burdwan, Dist.-Burdwan, Pin-713101.
		53	Durgapur Water Supply Division, PHE.	VH	PHE Complex(2 nd Floor), Nababhat, Fagupur, Purba Bardhaman, Pin- 713104.
Paschim Burdwan	Asansol 02	54	Asansol Division, Social Sector.	M	S.B. Gorai Road, Court Compound, Dist-Burdwan Pin-713304.
		55	Asansol Division, MED.	M	Bibakananda Pally, BarafKal, Near PHE Housing Complex, Asansol, Pin-713301.
Nadia	Krishnagar 04	56	Krishnanagar (A-I) Division-I.	M	Agricultural Engineering Complex, Bhaluka Road, P,O,- Krishnanagar, Dist.-Nadia, Pin.-741101.
		57	Nadia Highway Division-I, P.W,(Roads)	VH	Ashabari House, Ananta Hari Mitra Road, P.O.-Kriasnanagar, Dis.-Nadia, Pin-741101.
		58	Nadia Electrical Division, PWD. (erstwhile Kalyani Electrical Div, P.W.D.)	M	Anatheswar Road, Krishnanagar, Nadia, Pin-741101.
		59	Nadia Arsenic Civil Division-II.PHE	H	1, S. K. Basu Road, Krishngar, Nadia, Pin-741101.
	Kalyani 02	60	Kalyani (A-M.) Division	M	BIDHAN BHAVAN (Room No. 22), CENTRAL PARK, P.O. KALYANI, Dist. Nadia. Pin-741235.
		61	Nadia Arsenic Divn. I, PHE	VH	Kalyani Store (Bhandar), P.O. Kalyani, Dist.-Nadia. Pin-741235.
Kolkata	Kolkata 14	62	Electrical Construction Division, PWD	M	New Office Complex, Bhabani Bhaban, 5th floor, Alipur, Kolkata-700027.
		63	South 24 Parganas Water Supply Division-I, PHE.	VH	CIT market Complex, 2 nd FLOOR, 33, CHETLA CENTRAL ROAD, KOLKATA-27
		64	Kolkata A.I. Division	H	1st.Floor, 49/2 Gariahat Road, Kol-700019.
		65	Electrical Division No -I Housing Directorate	M	New Secretariat Buildings, Block-B, Room No-I, Ground Floor, Kolkata-700001.
		66	Kolkata Division, Social	M	3rd floor, 76, Sundari Mohan Avenue,

			Sector, PWD		Kolkata-14,
		67	Kolkata North Health Division, PWD	H	P-16, India Exchange Place, K.I.T. Building, 2nd floor, Kolkata-700073.
		68	Kolkata South-I Division, HD.	M	84, Ibrahimpur Road, Jadavpur, Kolkata-700032.
		69	Kolkata North Health Electrical Division, PWD	VH	4th FLOOR, K.I.T ANNEX BUILDG.,P-16 INDIA EXCHANGE PLACE EXTN.,KOL-700073.
		70	Kolkata Central Division, PWD,	M	45 GANESH Chandra AVENUE,3rd FLOOR, KOLKATA-700013
		71	Housing Electrical Division - II H.D.	M	3rd FLOOR,67 BENTIK ST., Kolkata-700069.
		72	Kolkata Electrical Division, PWD	M	New Building (Erstwhile CGA Office) 1st FLOOR, WRITERS BUILDING, KOL-700001.
		73	Kolkata South Health Division, PWD,	H	2nd floor, KIT Building, P-16 India Exchange Place (Extn), Kol-700073.
		74	Kolkata South Health Electrical Division PWD	H	75, Diamond Harbour Road, Kolkata-700023.
		75	Howrah A.I. Division	M	1st FLOOR,PODDAR COURT, 18, RABINDRA SARANI.,KOL-700001
Howrah	Howrah 03	76	Lower Damoder Construction Division	H	Uluberia, Howrah, Pin-711315.
		77	Howrah Division, PHE	VH	4th Floor, Susama Mannsion, 43 N.S. Road, Howrah-711101.
		78	Howrah Division, PWD,	H	Onkarmal Jethia Road, Howrah-711103.
Hooghly	Hooghly 04	79	Hooghly Highway Division-I, PW Roads	H	VIVEKANANDA ROAD, PIPULPATI, HOOGHLY Pin-712103
		80	Chinsura A.M. Division	H	Jalasampad Office, NABAB BAGAN, RABINDRA NAGAR, CHINSURA, HOOGLY-712 101.
		81	Hoogly Division Social Sector	M	Purta Bhavan, Ground Floor, Sarat Sarani, Kodalia, Post- Bandal, Pin - 712123, Hooghly,
		82	Hoogly Electrical Division	M	PWD Campus, CHACK BAZAR, Chinsurah, HOOGLY, Pin-712103.
North 24 Parganas	North 24 Parganas-I 06	83	Resource Division PHE,	VH	Janasasthya Karigari Bhawan, Nijalaya, 2nd Floor, CN-8, Sector-V, Bidhannagar, Kolkata-700 091.

	84	Central Drilling Division, PHE.	M	JanasasthyaKarigari Bhawan, Nijalaya, 2nd Floor, CN-8, Sector-V, Bidhannagar, Kolkata-700 091.	
	85	New Town Kolkata Water Supply-I, PHE	M	Administrative Building, Water Treatment Plant Site, Near Tank No.-I, New Town, Rajarhat, Kolkata-700156.	
	86	Project Management Unit, West Bengal Drinking Water Sector Improvement Project, PHE Dte.,	VH	Utility Building, 1st Floor, Premises No. 09/I-0024, AA-IA, Tank No.-3, New Town, Kolkata-700 156	
	87	North 24Parganas Electrical Division	M	Baguihati Mechanical Complex, 2nd Floor, Deshbandhu Nagar, Kolkata-700059.	
	88	New Town Water Supply-II, PHE	VH	Administrative Building, 2nd Floor Water Treatment Plant Site, Tank No.-1, New Town, Rajarhat, Kolkata-700156	
North 24 Parganas-II 01	89	North 24Parganas Water Supply Division-I PHE	H	9 B.T. Road, CHIRIA MORE, BARRAKPUR, KOLKATA-700120.	
Basirhat 01	90	Basirhat Irrigation Division.	H	Vill & Post- Dhaltitha via College Para, P.S.-BasirhatDist- North 24 Parganas, Pin-743 412.	

 27/02/2025
Sr. Accounts Officer/WM