



WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LIMITED  
"PROTITI"

23, Abanindranath Thakur Sarnai  
KOLKATA - 700 017

Office Order No. 10  
2011-12 Series

25 January 2012

In supersession of all previous orders on the subject, the following allocation of duties among Executive Directors is made with immediate effect:

**A. Shri Surendra Prasad Yadav, Executive Director-1**

1. Reports & Returns and MIS System [Advisor (CSR)]
2. Matters relating to Parliament and Assembly Questions [Advisor (CSR)]
3. Economics & Statistics Wing, Socio-Economic Survey [Advisor (CSR)]
4. Implementation of ERP and e-Governance [GM & Company Secretary]
5. Issues related to Biotechnology, Environment and West Bengal Pollution Control Board
6. Work relating to Environment Compliance Assistance
7. Member Convener of the Expert Group on Steel & Allied Industries [Advisor(Project)]
8. Nodal Officer for DVC matters and water allocation [Advisor (Project)]
9. All Industrial Parks except Panagarh Industrial Park [Advisor (A&C), Advisor (Projects), DGM(IP), DGM (L&A-1) and DGM(SP)]
10. WBIDC's Website [DGM (CC)]
11. Any other matter specifically assigned by Managing Director from time to time

**Leave and Tour substitute: Shri Romit Mutsuddi, ED - 3**

**B. Shri Pradyut Biswas, Executive Director-2**

1. Accounts Department [DGM(F&A)]
2. Payment & Recovery of land revenue/lease rent [Consultant(Land)/GM(LM)/DGM(L&A-1)]
3. Monitoring and Supervision of Construction at 4 & 23, A. N. Tagore Sarani [Advisor (A&C) and Advisor (HRD)]
4. Land Acquisition Matters [GM(LM)/Consultant(Land)]
5. Panagarh Industrial Park [Advisor (Project)]
6. Nayachar Integrated Development Project [GM & Company Secretary/DGM (L&A-1)/DGM (L&A-2)]
7. TVS -- Mahabharat Motors [DGM(L&A-1)/DGM (L&A-2)]
8. Aerotropolis [GM & Company Secretary/DGM (L&A-1)/DGM (L&A-2)]
9. Any other matter specifically assigned by Managing Director from time to time

**Leave and Tour substitute: Shri S. P. Yadav, ED - 1**

[Office Order regarding EDs job distribution]



**C. Shri Romit Mutsuddi, Executive Director – 3**

1. Human Resources Development Department (erstwhile Personnel and Administration Division) [Advisor (HRD)]
2. Board Matters, Secretarial Division and Archives [GM & Company Secretary]
3. Loans & Investments [GM(L&I)]
4. All cases for Financial Assistance (Loans, equity and investments) [Advisor (A&C), DGM(Law-2)]
5. Incentive Schemes including disbursal [GM(I&SB)]
6. Legal Division & related matters [DGM(Law-1); DGM (Law-2)]
7. Corporate Communications (including Exhibitions, Promotional activities) [DGM (CC)/Manager(CC)]
8. Special Category Asset Division [DGM(SCAD)]
9. Silpa Bandhu-Promotion of Industries and State Investment Facilitation Centre [GM (I&SB)]
10. Schemes under ASIDE, IIUS and Calcutta Leather Complex [DGM(SP)]
11. Monitoring of Rubber Park and Foundry Park [DGM(SP)]
12. Appellate Authority under RTI Act, 2005
13. All matters relating to Singur Small Car Project
14. Any other matter specifically assigned by Managing Director from time to time

**Leave and Tour substitute: Shri Pradyut Biswas, ED – 2**

2. The Executive Directors will report to the Managing Director and keep her informed of all important matters being looked after directly by them.
3. The following department/project would be looked after directly by:

**D. Smt. Nandini Chakravorty, Managing Director**

Chief Executive Officer, West Bengal Trade Promotion Organization (WBTPO)

**Leave and Tour substitute: Surendra Prasad Yadav, ED – 1**

4. The order will take immediate effect.

Sd/-  
(Nandini Chakravorty)  
Managing Director



No. PF/339/2928/1(13)

25 January 2012

Copy forwarded to-

1. Principal Secretary to the Government of West Bengal, Commerce & Industries Department, 4, Abanindranath Thakur Sarani, Kolkata – 700 016
2. Advisor (Industry), WBIDC Ltd., A/2, State Emporia Building, Baba Kharag Singh Marg, 3<sup>rd</sup> Floor, New Delhi – 110 001
3. Director of Industries, Government of West Bengal, New Secretariat Building, 1, Kiran Sankar Roy Road, Kolkata – 700 001
4. Chief Executive Officer, WBIDC, 5, Council House Street, Kolkata – 700 001
5. Executive Director – 1, WBIDC Ltd.
6. Executive Director – 2, WBIDC Ltd.
7. Executive Director – 3, WBIDC Ltd.
8. Advisor (HRD), WBIDC Ltd.
9. Private Secretary to Chairman, WBIDC and Minister-in-Charge, Commerce & Industries Department, 4, Abanindranath Thakur Sarani, Kolkata – 700 016
10. General Manager, West Bengal Trade Promotion Organization, 3, JBS Haldane Avenue, Kolkata – 700 046
11. All Officers & Members of Staff of WBIDC Ltd.
12. PS to Managing Director, WBIDC Ltd.
13. Office Order File

(Nandini Chakravorty)  
Managing Director