



DRAFT
Government of West Bengal
Department of Agriculture
Establishment (Dte.) Branch
Writers' Buildings,
Kolkata-700 001

7 11/10/18

Shantaram
Pl. circulate
to all concerned
8/11/10/18

No.1537-Estab(Dte.)/AG/O/12A-28/2018

Dated, Kolkata the 9th October, 2018.

NOTIFICATION

State Government has introduced Online system of management of 'Self Appraisal Reports'(SAR) for all Group- A employees of the State Government w.e.f. 1st June, 2018 vide Finance Department Memorandum No. 2748-F (P₂) dated 27th April, 2018 and subsequent notifications issued/ to be issued time to time in this regard.

Guidelines dealing the modalities for submission of online Self Appraisal Report (SAR) has been issued vide Finance Department Memorandum No. 2861-F (Y) dated 6th May, 2018 and subsequent notifications issued/ to be issued time to time in this regard.

Now accordingly, the Governor is pleased to create the following hierarchy of **Officers Reported Upon, Reporting Authorities, Reviewing Authorities and Accepting Authorities** for Group-A officers borne under different services of the Agriculture Department as mentioned in the annexed schedule in partial modification of Memorandum No. 5478-Estab (Dte.)/AG/O/2P-40/2010 dated 20th December, 2010 and adopts the following procedure for Self Appraisal Report mechanism.

1. **Mandatory submission of 'Self Appraisal Report' through HRMS:** It shall be mandatory w.e.f. Appraisal Year 2017-18 onwards to make submission of Self Appraisal Report (SAR) through Self Appraisal Sub-Module of HRMS in terms of Memorandum No. 2861-F(Y) dated 6th May, 2018 and subsequent notifications issued/ to be issued time to time in this regard .
2. **Introductory Provision:** The online SAR for the Appraisal Year 2017-18 has already been made available for submission in HRMS.
3. **Transitory Provision:** The Annual Confidential Report (ACR) pertaining to the period up to the Appraisal Year 2016-17 shall be continued to be accepted in the existing manner. In case the ACR/ SAR for a part of the Appraisal Year 2017-18 has already been submitted by the Officer Reported Upon then that ACR/SAR shall be accepted by the Accepting Authority and a copy of the ACR/ SAR thereafter shall be scanned and uploaded online in the Self-Appraisal Sub-Module of HRMS by the Custodian in due course of time.
4. In case any Reporting/Reviewing/Accepting Authority for a particular Appraisal Year/ period is not available in the HRMS list due to the reasons of retirement/ suspension/ death, the present incumbent on the basis of performance and other available records, will act as the Reporting/Reviewing/Accepting Authority for the corresponding year/period.
5. The procedure for submission of SAR by the Group 'A' officers posted on deputation will be as per provision made in this respect in Memorandum No. 2861-F(Y) dated 6th May, 2018 and subsequent notifications issued/ to be issued time to time in this regard .
6. The concept of 'Custodian' and 'Nodal Officer' has been introduced in the process of online SAR in Memorandum No. 2861-F(Y) issued on 6th May, 2018 and the Agriculture Department will notify 'Custodian' and 'Nodal Officer' accordingly.

This order will take immediate effect.

sd/-

Assistant Secretary to the Govt. Of West Bengal.

No.1537/1(9)Estab. (Dte.)

Dated Kolkata, the 9th October., 2018.

Copy forwarded for information and necessary action:

1. P.S. to M.I.C., Agriculture Department, Govt. Of West Bengal, Nabanna, Howrah.
2. P.A. to A.C.S., Agriculture Department, Govt. Of West Bengal, Nabanna, Howrah.
3. P.A. to Secretary, Agriculture Department, Govt. Of West Bengal, Writers' Buildings, Kolkata 1.
- ✓ 4. Additional Director of Agriculture (Admn.), West Bengal is requested to circulate the notification along with enclosures to all the officials under his administrative control.
5. P.A. to the Director of Agriculture & Ex-officio Secretary, West Bengal, Jessop Building, 63, N. S. Road, Kolkata – 700 001.
6. Additional Director of Agriculture (Res.), West Bengal is requested to circulate the notification along with enclosures to all the officials under his administrative control.
7. Additional Director of Agriculture (Evaluation), West Bengal is requested to circulate the notification along with enclosures to all the officials under his administrative control.
8. _____
9. Guard File.



Assistant Secretary to the Govt. Of West Bengal.

SCHEDULE

<i>Sl. No.</i>	<i>Category of Officers</i>	<i>Reporting Officer</i>	<i>Reviewing Officer</i>	<i>Accepting Authority</i>
1.	Director of Agriculture & Ex-Officio Secretary, West Bengal	Additional Chief Secretary/ Principal Secretary/ Secretary of the Department of Agriculture		M.I.C, Agriculture Department, Govt. of West Bengal

I. ADMINISTRATION WING: [West Bengal Agricultural Service (Administration)]

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
A.	Additional Director of Agriculture			
1.	Additional Director of Agriculture (General/Commercial Crops/ Special/Admn.), WB/(North Bengal Region)	Director of Agriculture & Ex-Officio Secretary, West Bengal	Additional Chief Secretary/ Principal Secretary/ Secretary of the Department of Agriculture	M.I.C, Agriculture Department, Govt. of West Bengal
2.	Project Coordinator & Ex-officio Additional Director of Agriculture, WB			
B.	Joint Director of Agriculture			
1.	Joint Director of Agriculture (World Bank Project/ Planning/ Public Relation, Publicity & Information), WB	Additional Director of Agriculture (General), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
2.	Joint Director of Agriculture, Krishnagar/Alipore/Burdwan/ Bankura/Midnapore Range			
3.	Joint Director of Agriculture, Raigunj Range	Additional Director of Agriculture (North Bengal Region)		
4.	Joint Director of Agriculture (Extension/Plant Protection & Quality Control), WB	Additional Director of Agriculture (Special), WB		
5.	Joint Director of Agriculture (Soil Conservation), WB	Additional Director of Agriculture (Commercial Crops)), WB		
6.	Joint Director of Agriculture (Farm), WB	Project Coordinator & Ex-officio Additional Director of Agriculture, WB		
C.	Deputy Director of Agriculture			
1.	Deputy Director of Agriculture (Training/Irrigation Economics), Headquarters	Additional Director of Agriculture (General), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
2.	Deputy Director of Agriculture (Headquarters)/(Manures & Fertilizers), WB/(Seed Certification), WB	Additional Director of Agriculture (Special), WB		

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
3.	Deputy Director of Agriculture (Tuber & Plantation Crops), WB/(Fiber Crops), HQ	Additional Director of Agriculture (Commercial Crops), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
4.	Deputy Director of Agriculture (Oil Seeds/CDP), HQ	Project Coordinator & Ex-officio Additional Director of Agriculture, WB		
5.	Deputy Director of Agriculture (North Bengal Region)	Additional Director of Agriculture (North Bengal Region)		
6.	Deputy Director of Agriculture (Plant Protection & Quality Control/Bio Control Laboratory), HQ	Joint Director of Agriculture (Plant Protection & Quality Control), WB		
7.	Deputy Director of Agriculture (Sugarcane Development), Ahmedpur/(Sugarcane Development Scheme), Ahmedpur	Joint Director of Agriculture, Bankura Range		
8.	Deputy Director of Agriculture (Sugarcane Development Scheme), Plassey	Joint Director of Agriculture, Krishnagar Range		
9.	Deputy Director of Agriculture (Administration), Murshidabad/ Nadia/North 24-Parganas/South 24-Parganas/Howrah/Hooghly/ Purba Bardhaman/Paschim Bardhaman/Bankura/Birbhum/ Purba Medinipur/Paschim Medinipur/Jhargram/Purulia/ Malda/Dakshin Dinajpur/Uttar Dinajpur	Joint Director of Agriculture of concerned Range		
10.	Deputy Director of Agriculture (WBP), Murshidabad/Nadia/North 24-Parganas/South 24-Parganas/Hooghly/ Purba Bardhaman/Paschim Bardhaman/Bankura/Birbhum/ Purba Medinipur/Paschim Medinipur/Jhargram/Purulia/ Malda/Dakshin Dinajpur/Uttar Dinajpur			
11.	Deputy Director of Agriculture (WM), Murshidabad/Nadia/Purba Medinipur/Paschim Medinipur			
12.	Deputy Director of Agriculture (Training), Agricultural Training Centre, Kalyani/Fulia/ Chinsurah/ Burdwan/Balurghat/Malda			

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
13.	Deputy Director of Agriculture (Administration), Darjeeling/ Kalimpong/Jalpaiguri/Alipurduar/ Coochbehar	Additional Director of Agriculture (North Bengal Region)	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
14.	Deputy Director of Agriculture (WBP), Darjeeling, Kalimpong, Jalpaiguri, Coochbehar			
15.	Deputy Director of Agriculture (WM), Jalpaiguri/Coochbehar			
16.	Deputy Director of Agriculture (Training), Agricultural Training Centre, Coochbehar			
17.	Deputy Director of Agriculture (Soil Conservation Planning/Soil Conservation), HQ	Joint Director of Agriculture (Soil Conservation), WB		
18.	Deputy Director of Agriculture (Soil Conservation Planning), Execution Division, Ganga Basin, Medinipur/(Soil Conservation), KRVP, Kangsabati, Purulia/(Soil & Water Management), Burdwan/ Birbhum/Bankura			
19.	Deputy Director of Agriculture (CADA), DVC, Burdwan/ Mayurakshi, Suri/Kangsabati, Bankura	Administrator, (CADA),DVC, Burdwan/ Mayurakshi, Suri/ Kangshabati, Bankura		
20.	Deputy Director of Agriculture, SDB	Member- Secretary & Project Director, Sunderban Development Board		
D.	Assistant Director of Agriculture			
1.	Assistant Director of Agriculture (Fertilizer), HQ	Deputy Director of Agriculture (Manures & Fertilizers), WB	Additional Director of Agriculture (Special), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal
2.	Assistant Director of Agriculture (IAP), HQ	Deputy Director of Agriculture (Headquarters)		
3.	Assistant Director of Agriculture (Seed Certification/Inspection & Quality Control), HQ	Deputy Director of Agriculture (Seed Certification), WB		
4.	Assistant Director of Agriculture (Multiple Cropping), HQ	Joint Director of Agriculture (Extension), WB		
	Assistant Director of Agriculture (Bio-control Laboratory), HQ/ Coochbehar	Joint Director of Agriculture (Plant Protection & Quality Control), WB		

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
5.	Assistant Director of Agriculture (Information), HQ	Joint Director of Agriculture (Public Relation, Publicity & Information), WB	Additional Director of Agriculture (General), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal
6.	Assistant Director of Agriculture (Planning), HQ	Joint Director of Agriculture (Planning), WB		
7.	Assistant Director of Agriculture (Subject Matter), HQ	Joint Director of Agriculture (World Bank Project), WB		
8.	Assistant Director of Agriculture (Farm), HQ	Joint Director of Agriculture (Farm), WB	Project Coordinator & Ex-officio Additional Director of Agriculture, WB	
9.	Assistant Director of Agriculture (Oilseeds), HQ	Deputy Director of Agriculture (Oilseed), HQ		
10.	Assistant Director of Agriculture (Pulses), HQ	Deputy Director of Agriculture (CDP), HQ		
11.	Assistant Director of Agriculture (Jute), HQ/(Headquarters)/ (Administration), Sugarcane, WB/ (Sugarcane), HQ	Additional Director of Agriculture (Commercial Crops), WB	Additional Director of Agriculture (Commercial Crops))	
12.	Assistant Director of Agriculture (Sisal & Ramie/Cotton), HQ	Deputy Director of Agriculture (Fiber Crops), HQ		
13.	Assistant Director of Agriculture of Block/Sub-division/District	Deputy Director of Agriculture (Administration) of concerned District	Additional Director of Agriculture, NBR for Alipurduar, Jalpaiguri, Coochbehar, Darjeeling & Kalimpong districts and Joint Director of Agriculture of concerned Range for all other Districts	

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
14.	Assistant Director of Agriculture (Training) of Agricultural Training Centre	Deputy Director of Agriculture (Training) of concerned Agricultural Training Centre	Additional Director of Agriculture, NBR for ATC, Coochbehar, & Kalimpong and Joint Director of Agriculture of concerned Range for all other ATCs	Director of Agriculture & Ex-Officio Secretary, West Bengal
15.	Assistant Director of Agriculture (Seed/Information/Soil & Fertilizer)	Joint Director of Agriculture, Burdwan Range	Additional Director of Agriculture (General), WB	
16.	Assistant Director of Agriculture (Farm), SAF, Burdwan	Joint Director of Agriculture, Burdwan Range	Project Coordinator & Ex-officio Additional Director of Agriculture, WB	
17.	Assistant Director of Agriculture (Farm), SAF, Malda	Economic Botanist-I, WB	Project Coordinator & Ex-officio Additional Director of Agriculture, WB	
18.	Assistant Director of Agriculture (Farm), PORS, Berhampore/ Beldanga, Murshidabad	Joint Director of Agriculture (Pulses), PORS, Berhampore, Murshidabad		
19.	Assistant Director of Agriculture (Farm), Agricultural Demonstration Farm, WMRS, Ranaghat	Project Officer & Ex-Officio Joint Director of Agriculture, WMRS, Ranaghat, Nadia		
20.	Assistant Director of Agriculture (Farm), ZARS, Krishnagar, Nadia	Economic Botanist-IX, WB, ZARS, Krishnagar, Nadia		
21.	Assistant Director of Agriculture (Farm), ZARS, Nalhati, Birbhum	Economic Botanist-VIII, WB, ZARS, Nalhati, Birbhum		
22.	Assistant Director of Agriculture (Farm), Potato & Vegetable Seed Multiplication Farm, Anandapur, Paschim Medinipur	Economic Botanist-IX, WB,		

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
23.	Assistant Director of Agriculture (Farm), DSF, Mohitnagar, Jalpaiguri	Additional Director of Agriculture (North Bengal Region)	Additional Director of Agriculture (North Bengal Region)	Director of Agriculture & Ex-Officio Secretary, West Bengal
24.	Assistant Director of Agriculture (Farm), DSF, Coochbehar	Deputy Director of Agriculture (Training), ATC, Coochbehar		
25.	Assistant Director of Agriculture (Farm Superintendence), JSMF, Goaltore, Paschim Medinipur	Deputy Director of Agriculture (Administration), Paschim Medinipur	Joint Director of Agriculture, Midnapore Range	
26.	Assistant Director of Agriculture (Farm Superintendence), DSF, Chinsurah, Hooghly	Joint Director of Agriculture (Rice Development), RRS, Chinsurah, Hooghly	Project Coordinator & Ex-officio Additional Director of Agriculture	
27.	Assistant Director of Agriculture (Farm Production), ZARS, Mohitnagar/Nalhati/ Krishnagar and FCRS, Burdwan	EB-IV/EB-VIII/EB-IX, ZARS, Mohitnagar/ Nalhati/ Krishnagar and Chief Agronomist & Ex-officio Joint Director of Agriculture, FCRS, Burdwan		
28.	Assistant Director of Agriculture (Farm) of other Govt. Farms	Deputy Director of Agriculture (Administration) of concerned District	Additional Director of Agriculture, NBR for Alipurduar, Jalpaiguri, Coochbehar, Darjeeling & Kalimpong districts and Joint Director of Agriculture of the concerned Range for all other districts	
29.	Assistant Director of Agriculture, North Bengal Region	Additional Director of Agriculture, North Bengal Region		
30.	Assistant Director of Agriculture (Administration), Seed Certification/Seed Certification/ Seed Inspection & Quality Control	Deputy Director of Agriculture (Seed Certification), WB	Additional Director of Agriculture (Special)	
31.	Assistant Director of Agriculture (Sugarcane) at Sugarcane Research Station, Bethuadahari	Economic Botanist-VII	Joint Director of Agriculture, Krishnagar Range	

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
32.	Assistant Director of Agriculture (Sugarcane), Bethuadahari/ Plassey/Berhampore/Beldanga (Sugarcane Development Scheme)	Deputy Director of Agriculture (Sugarcane Development Scheme), Plassey	Joint Director of Agriculture, Krishnagar Range	Director of Agriculture & Ex-Officio Secretary, West Bengal
33.	Assistant Director of Agriculture (Sugarcane), Ahmedpur/Sainthia/ Suri/Bolpur (Sugarcane Development Scheme)	Deputy Director of Agriculture (Sugarcane Development Scheme), Ahmedpur	Joint Director of Agriculture, Bankura Range	
34.	Assistant Director of Agriculture (Sugarcane), Ahmedpur (Sugarcane Development)	Deputy Director of Agriculture (Sugarcane Development), Ahmedpur		
35.	Assistant Director of Agriculture (Administration), Socioeconomic & Evaluation/(Socioeconomic & Evaluation)	Additional Director of Agriculture (Evaluation)	Additional Director of Agriculture (Evaluation)	
36.	Assistant Director of Agriculture (Soil Conservation Planning), HQ	Deputy Director of Agriculture (Soil Conservation Planning)	Joint Director of Agriculture (Soil Conservation), WB	
37.	Assistant Director of Agriculture (Administration) Soil Conservation, Hill Dev, GTA, Darjeeling/ Jalpaiguri/ Diamond Harbour, South 24 Parganas/ Soil Survey, Siliguri.			
38.	Assistant Director of Agriculture (Soil Conservation Demonstration), Kalimpong / (Soil Conservation)/ Darjeeling/ (Soil Conservation)/ Kalimpong/ (Soil Conservation) Kurseong			
39.	Assistant Director of Agriculture (Soil Conservation), Jalpaiguri/ (Soil Conservation), Alipurduar/ (Soil Conservation), Siliguri	Deputy Director of Agriculture (Soil Conservation Planning),HQ		
40.	Assistant Director of Agriculture (Soil Survey), HQ	Deputy Director of Agriculture (Soil Conservation), HQ		
41.	Assistant Director of Agriculture (Administration) Soil Conservation, Coochbehar/Canning, South 24 Parganas/Soil Survey, Kalyani/ Soil Survey, Malda			

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
42.	Assistant Director of Agriculture (Soil Conservation), Coochbehar/ (Soil Conservation), Mathabhanga/ (Soil Conservation), Tufangunj.	Deputy Director of Agriculture (Soil Conservation), HQ	Joint Director of Agriculture (Soil Conservation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal
43.	Assistant Director of Agriculture (Soil Conservation), Canning/ (Soil Conservation), Basanti/ (Soil Conservation), Hasnabad, North 24 –Parganas.			
44.	Assistant Director of Agriculture (Soil Survey) Kalyani/ (Soil Survey) Kalyani.			
45.	Assistant Director of Agriculture (Soil Survey) Malda			
46.	Assistant Director of Agriculture (Administration) Soil Conservation, Purulia/ DPAP, Purulia.	Deputy Director of Agriculture (Soil Conservation), RVP, Kangsabati, Purulia		
47.	Assistant Director of Agriculture (Soil Conservation) RVP, Purulia/ RVP, Arsha/ RVP, Manbazar/ RVP, Balarampur/			
48.	Assistant Director of Agriculture (Soil Conservation Demonstration), Purulia/ Jhalda/ Kashipur/			
49.	Assistant Director of Agriculture (Soil Conservation), DPAP, Balarampur/ DPAP, Jhalda.			
50.	Assistant Director of Agriculture (WMT)/ (Agril. Economics), Burdwan	Deputy Director of Agriculture (S & WM), Burdwan		
51.	Assistant Director of Agriculture (Admn.), DSS, Burdwan			
52.	Assistant Director of Agriculture, DSS, Burdwan			
53.	Assistant Director of Agriculture (Administration) Soil Conservation, Bankura/ DPAP, Bankura/S&P, Bankura/ DSS, Bankura.	Deputy Director of Agriculture (Soil & Water Management) Bankura		
54.	Assistant Director of Agriculture (Water Management & Training)/ (Agril. Economist), Bankura.			
55.	Assistant Director of Agriculture (Soil Conservation Demonstration) Bankura/(Soil Conservation),, North Bankura/(Soil Conservation), South Bankura/(Soil Conservation), Bishnupur.			

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
56.	Assistant Director of Agriculture (Soil Conservation) DPAP Khatra/ DPAP, Saltora.	Deputy Director of Agriculture (Soil & Water Management) Bankura	Joint Director of Agriculture (Soil Conservation) West Bengal	Director of Agriculture & Ex-officio Secretary, West Bengal
57.	Assistant Director of Agriculture (Survey & Planning) Bankura			
58.	Assistant Director of Agriculture (Detail Soil Survey) Bankura			
59.	Assistant Director of Agriculture (Administration) Soil Conservation, Midnapore / DPAP, Jhargram/Soil Survey, Midnapore / Soil Conservation Training Centre, Midnapore/ Soil Conservation Research Station, Midnapore.	Deputy Director of Agriculture (Soil Conservation Planning), Execution Division, Ganga Basin, Medinipur		
60.	Assistant Director of Agriculture (Soil Conservation Demonstration) Midnapore/(Soil Conservation), Midnapore /(Soil Conservation) Garbeta/ (Soil Conservation), Jhargram			
61.	Assistant Director of Agriculture (Soil Conservation), DPAP, Jhargram.			
62.	Assistant Director of Agriculture (Soil Survey) Midnapore.			
63.	Assistant Director of Agriculture (Training) SCTC, Midnapore.			
64.	Assistant Director of Agriculture (Soil) Soil Conservation Research Station, Midnapore			
65.	Assistant Director of Agriculture (Administration) Soil Conservation, Birbhum-Burdwan, Suri/ DSS, Birbhum	Deputy Director of Agriculture (Soil & water Management) Birbhum		
66.	Assistant Director of Agriculture (Soil Survey), Suri, Birbhum/(Water Management & Training), Suri, Birbhum./ (Agril. Economist), Suri, Birbhum/ (Water Management) Suri, Birbhum.			
67.	Assistant Director of Agriculture (Soil Conservation), Suri, Birbhum/ (Soil Conservation), Rampurhati, Birbhum /(Soil Conservation), Asansol, Paschim Burdwan .			
68.	Assistant Director of Agriculture (Detail Soil Survey) Birbhum			

II. RESEARCH WING

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
A.	Ex-Cadre			
1.	Additional Director of Agriculture (Research)	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture	MIC, Agriculture Department, Govt. of West Bengal
B.	West Bengal Higher Agricultural Service (Research), Grade-I			
1.	Joint Director of Agriculture (Research)	Additional Director of Agriculture (Research), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
2.	Joint Director of Agriculture (Rice Development/Pulses/Mycology & Plant Pathology/Entomology/Chemistry)/ Project Officer & Ex-officio Joint Director of Agriculture, (WM)/Chief Agronomist & Ex-officio Joint Director of Agriculture, FCRS			
C.	West Bengal Higher Agricultural Service (Research), Grade-II			
1.	Chief Soil Survey Officer & Ex-officio Agricultural Chemist	Joint Director of Agriculture (Soil Conservation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
2.	Chief Seed Testing Officer & Ex-officio Economic Botanist-VI/ Entomologist, WB/Mycologist, WB /Economic Botanist-I/III/VII/VIII/ IX, WB/ Agronomist (DLRS, Bankura/ ZARS, Nalhati)	Joint Director of Agriculture (Research), WB		
3.	Agricultural Chemist, West Bengal/Soil Testing Laboratory/ Fertilizer Control Laboratory/ Quality Control Cell & Insecticide Control Laboratory	Joint Director of Agriculture (Chemistry), WB		
4.	Rice Breeder/Rice Physiologist/ Agronomist (AICRIP/Water Use)/ Entomologist/Plant Pathologist, RRS, Chinsurah	Joint Director of Agriculture (Rice Development), RRS, Chinsurah		
5.	Economic Botanist-II, WB /Plant Breeder (Oilseeds)/ Oilseeds (Sesame) Breeder/Agronomist/ Entomologist/ Plant Pathologist, PORS, Berhampore	Joint Director of Agriculture (Pulses), PORS, Berhampore		
6.	Economic Botanist-V, WB, RRS, Bankura	Joint Director of Agriculture (Mycology & Plant Pathology)		
7.	Economic Botanist-IV, WB/ Agronomist, ZARS, Mohitnagar	Joint Director of Agriculture (Entomology)		

Sl. No.	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authority
8.	Wheat Specialist, WB	Chief Agronomist & Ex-officio Joint Director of Agriculture, FCRS	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
9.	Plant Pathologist, Krishnagar/ Raiganj	Joint Director of Agriculture, Krishnagar/Raiganj Range		
10.	Entomologist	Joint Director of Agriculture, Alipore/Bankura/ Midnapore Range		
D.	West Bengal Agricultural Service (Research)			
1.	Assistant Agronomist/Assistant Botanist, HQ	Joint Director of Agriculture (Research). WB	Additional Director of Agriculture (Research), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal
2.	WBAS Officers in different Research Stations/ Soil Testing Laboratory/ Fertilizer Control Laboratory/ Quality Control Cell & Insecticide Control Laboratory/ Seed Testing Laboratory	Respective Head of Research Stations/Service Laboratories		
3.	Assistant Soil Chemist, Soil Testing Lab. Tollygunge, under Joint D.A(Soil Conservation), WB	Chief Soil Survey Officer, WB		

III. EVALUATION WING

<i>Sl. No.</i>	<i>Category of Officers</i>	<i>Reporting Officer</i>	<i>Reviewing Officer</i>	<i>Accepting Authority</i>
A.	Ex- Cadre			
	Additional Director of Agriculture (Evaluation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary of the Department of Agriculture	MIC, Agriculture Department, Govt. of West Bengal
B.	West Bengal Higher Agricultural Service (Evaluation), Grade-I			
	Joint Director of Agriculture (Agricultural Statistics/Survey & Evaluation)	Additional Director of Agriculture (Evaluation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
C.	West Bengal Higher Agricultural Service (Evaluation), Grade-II			
	Deputy Director of Agriculture (Agricultural Statistics/ Agricultural Census/ Agricultural Economics/ Evaluation/Rural Sociology)	Additional Director of Agriculture (Evaluation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
D.	West Bengal Agricultural Service (Evaluation)			
	Evaluation Officer	Deputy Director of Agriculture (Rural Sociology)	Additional Director of Agriculture (Evaluation), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal

IV. OTHER SERVICES

<i>Sl. No.</i>	<i>Category of Officers</i>	<i>Reporting Officer</i>	<i>Reviewing Officer</i>	<i>Accepting Authority</i>
1.	Meteorologist, WB	Additional Director of Agriculture (Special), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal
2.	Assistant Meteorologist	Meteorologist, WB	Additional Director of Agriculture (Special), WB	Director of Agriculture & Ex-Officio Secretary, West Bengal
3.	Editor	Joint Director of Agriculture (Public Relation, Publicity & Information), WB	Additional Director of Agriculture (General), WB	
4.	Storage & Transportation Officer	Joint Director of Agriculture (Extension) W.B.	Director of Agriculture & Ex-Officio Secretary, West Bengal	Secretary, Department of Agriculture, Govt. of West Bengal

V. DEPUTATION

<i>Sl. No.</i>	<i>Category of Officers</i>	<i>Reporting Officer</i>	<i>Reviewing Officer</i>	<i>Accepting Authority</i>
1.	Managing Director, West Bengal State Seeds Corporation Ltd.	Chairman, West Bengal State Seeds Corporation Ltd	Chairman, West Bengal State Seeds Corporation Ltd	Chairman, West Bengal State Seeds Corporation Ltd
2.	General Manager, West Bengal State Seeds Corporation Ltd.	Managing Director, West Bengal State Seeds Corporation Ltd.	Chairman, West Bengal State Seeds Corporation Ltd	Chairman, West Bengal State Seeds Corporation Ltd
3.	District Manager, West Bengal State Seeds Corporation Ltd.	General Manager, West Bengal State Seeds Corporation Ltd.	Managing Director, West Bengal State Seeds Corporation Ltd.	Chairman, West Bengal State Seeds Corporation Ltd



Assistant Secretary to the Govt. of West Bengal