



West Bengal Board of Secondary Education

Nivedita Bhavan, DJ - 8, Sector II, Salt Lake, Kolkata-700091.

Memo No: 196/Sec/Appt.Cell/22

Date: 23/11/2022

Intimation to the Death-in-Harness candidates for collecting Appointment Letter for Clerk and Group-D (DH Category) from Appointment Cell, Nivedita Bhavan, Karunamoyee, DJ-8, Sector-II, Salt Lake, Kolkata-700091.

Bring Original and One Self Attested Photocopy of the following on 25-11-2022 at 12 noon and collect copy of appointment letter from Appointment Cell, 4th floor, Nivedita Bhavan.

1. Recommendation Letter of WBSSC.
2. Candidates application for Appointment to the Competent Authority. (Photocopy allowed).
3. Death Certificate of Employee.
4. Last Pay slip showing gross monthly salary of deceased before his / her demise.
5. Monthly Income Certificate issued by D.M./ S.D.O./ B.D.O. OR ANY Gazetted Officer.
6. Legal Heir Certificate issued by competent authority (Judicial Magistrate or District Magistrate).
7. Amount of Death benefit (Gratuity, Leave Encashment etc.) sanctioned by Pension sanctioning authority / Pension Payment Order.
8. Amount of Family Pension received.
9. N. O. C. from other family members in the form of affidavit (Original).
10. Birth Registration Certificate OR School leaving certificate
11. One Photo bearing document viz. EPIC/AADHAR/PAN/Driving License.
12. Caste Certificate and Disabled Certificate, if applicable.
13. Marksheet and relevant certificate testifying minimum qualification.
14. Two coloured passport size photographs.
15. Judgement copy of Hon'ble court .

16. Updated pensioner Passbook

● Candidates in the given list who have meanwhile collected Appointment letter from Board generated against any other recommendation letter if issued by Regional School Services Commissions and joined respective schools, need not turn up on the given date and time

SL. NO	Candidate _Name	Guardians Name	POST NAME	School District	Date
1	ARUN MAHESH	S/O : LATE ALOKE KHATUA MAHESH	CLERK	PURBA MEDINIPUR	25.11.2022

Sd/-

Secretary