

Government of West Bengal  
Finance Department  
Budget Branch

**ORDER**

No. – 50-SB(SM)-20

Howrah, the 23<sup>rd</sup> day of March, 2020

**Subject: Constitution of the West Bengal State Emergency Relief Fund**

The State Government is required to take urgent steps to provide relief and assistance for combating emergencies which are not related to natural disaster.

2. In order to effectively combat these unforeseen emergencies, it is decided to create “The West Bengal State Emergency Relief Fund” so that additional resources are quickly mobilized to cope up with the situation and to provide immediate relief.

**3. Object:**

The purpose of the fund will be as follows:

- (i) to provide relief to the people affected by the emergency situations.
- (ii) to assist the State Government for creation/upgradation of infrastructure and other logistics to cope with the emergency.
- (iii) to provide funds for transportation and rehabilitation for persons affected by the emergency.
- (iv) to provide fund for mass awareness among the public about the emergency and ways to prevent it.
- (v) to provide funds for R&D/ development of newer methods / techniques for affectively coping with the emergency.
- (vi) any other aspects related to prevention and control of situation arising out of emergency.

**4. Source**

The contribution to the West Bengal State Emergency Relief Fund may be received in cash and kind from the following sources: -

- (i) Donations/contributions from Charitable Institutions/ Organizations/ Trusts and individuals.
- (ii) Contribution from the State and Central Public Sector Companies.
- (iii) Contribution from the Private Sector Companies.

(iv) Any other source as may be deemed appropriate.

5. The said Fund shall be **operated by the Finance Department.**

#### **6. Manner of Administration of the Fund.**

(a) The criteria as well as the amount for allocation for specific purposes, shall be decided by a Committee to be known as the West Bengal State Emergency Relief Fund Management Committee.

(b) The Managing Committee shall comprise of the following –

- i. Chief Secretary to the Government of West Bengal, – Chairman
- ii. Secretary to the Government of West Bengal, Finance Department – Member will act as convener,
- iii. Secretary to the Government of West Bengal, Home Department – Member
- iv. Secretary to the Government of West Bengal, Disaster Management and Civil Defence Department – Member

(b) The Committee shall determine its own procedure.

7. All cash contributions received in the fund shall be kept in a dedicated Bank Account to be opened for this purpose.

8. The fund will be audited by a Chartered Accountant firm empanelled by the Accountant General, West Bengal.

9. Joint Secretary, Finance will act as the Nodal Officer for managing the contributions received under the fund. Details of the Nodal officer are as follows:

(i) **For contribution in Kind: Shri Sanjay Bansal, IAS, Secretary, Health, Mobile: 9051022000, email: [wbsacs@gmail.com](mailto:wbsacs@gmail.com)**

(ii) **For contribution by Cheque/ Draft/ Online payments: Shri. Khalid A. Anwar, IAS, Joint Secretary Finance, Mobile: 9903236466, email: [wbserf@gmail.com](mailto:wbserf@gmail.com)**

10. Details of the Bank Account for the West Bengal State Emergency Relief Fund are as follows: **Bank: ICICI Bank Ltd., Branch: Howrah, A/c No: 628005501339, IFSC Code: ICIC0006280, MICR Code: 700229010**

Sd/-

H.K. Dwivedi

Additional Chief Secretary  
to the Govt. of West Bengal

Finance Department

No. 50-SB(SM)-20

Dated: 23<sup>rd</sup> March, 2020

Copy forwarded for information & necessary action to:

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (R.W. & L.B. Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5<sup>th</sup> Floor, Salt Lake, Sector-I, Kolkata-700 064.
4. Accountant General (E &RSA) West Bengal, 3<sup>rd</sup> MSO Building, CGO Complex, DF Block, 5<sup>th</sup> Floor, Sector-1, Salt Lake, Kolkata-700 064.
5. .... Group/ Branch, Finance Department.
6. Sr. P.S. to Chief Secretary.
7. The Additional Chief Secretary/Principal Secretary/Secretary, ..... Department.
8. The Director of Treasuries & Accounts, West Bengal, 3<sup>rd</sup> Floor, Mitra Building, 8 , Lyons Range, Kolkata - 700 001.
9. The State Information Officer, National Informatics Centre, Bidyut Bhaban, Ground Floor, D.J. Block, Sector-II, Salt Lake, Kolkata- 700 091
10. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I 81/2/2, Phears Lane Kolkata 700 012
11. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II P-1 Hyde Lane Kolkata 700 012
12. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III IB Market, 1<sup>st</sup> Floor, Salt Lake, Sector-III Kolkata 700 106.
13. The Commissioner, .....Division
14. District Magistrate, ..... District.
15. The Treasury Officer,.....Treasury.

**Sd/-**  
**Joint Secretary**  
**to the Government of West Bengal**  
**Finance Department**