



GOVERNMENT OF WEST BENGAL
OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER
PARA ICDS PROJECT, PURULIA

Memo No. 246/ICDS/Para

Date: 03.11.2025

To,
Siba Prasad Dutta
The CDPO, Dinhat-II ICDS Project, Cooch Behar
(Former CDPO Para ICDS Project, Purulia)

Sub: Regarding return back the official Laptop

Dear,

After my joining and taken over the official charge of Para ICDS Project, it is found in the stock register that there was an official Laptop (Dell) with SSD silicon power 256 NVME M.2, antivirus quick heal total security and wireless combo Logitech M220 key board and mouse, but which is not in my office. After discussion with the office stuffs it is found that the Dell laptop and above mentioned other materials is in your custody till now. Than I have contact you via phone call and WhatsApp SMS to return back the same and you promise to give me those within puja vacation, but you have not given return back till now, the puja vacation is over. I have faced very difficult problems to submitting the bills and hampering my official work. The above mentioned Laptop and other materials is not your personal things, It is belongs to the Para ICDS Project.

So, you are hereby requested to return back the Laptop with other materials within 7 days after receiving the letter. This is for your kind information and taking necessary action.

Thanking you

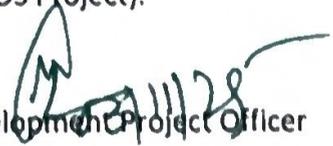

Child Development Project Officer
Para ICDS Project, Purulia

03/11/2025
Date: 29.10.2025

Memo No. ^{246/}(7) /ICDS/Para

Copy forwarded for necessary information to:-

1. The Director of ICDS, Govt. of W.B., Shaishali Complex
2. The Additional District Magistrate (ICDS), Purulia
3. The Additional District Magistrate (ICDS), Cooch Behar
4. The Sub-Divisional Officer, Raghunathpur, Purulia
5. The District Programme Officer, (ICDS), Purulia
6. The District Programme Officer (ICDS), Cooch Behar
7. INDRANATH DUTTA, CDPO, Kashipur (former CDPO in charge, Para ICDS Project).


Child Development Project Officer
Para ICDS Project, Purulia