

Memo. No. 3085/V-51(Part-5)/BDA

Dated: 08/09/2020

From : Chief Executive Officer,
Burdwan Development Authority,
Purba Bardhaman

To : The Additional District Magistrate (Development),
Purba Bardhaman

Sub :- Reservation of the BDA Meeting Hall on 09/09/2020 at 4:30 pm onwards relating to Covid-19 management specially COVID-19 testing and containment zone, surveillance testing etc.

Ref :- Your letter under Memo No. 80(6)/1(10)/ADM(Dev) Dated 08/09/2020.

Sir,

With reference to your letter mentioned above, this is to confirm that the meeting hall of the Burdwan Development Authority at the 5th Floor of the New Administrative Building of the Collectorate, Burdwan, is reserved for holding your above Meeting on 09/09/2020 from 4:30 pm onwards.

Yours faithfully

W *8/9* ✓ *08.09.2020*
Chief Executive Officer,
Burdwan Development Authority
Purba Bardhaman

Memo. No. 3085/1(3)/V-51(Part-5)/BDA

Dated: 08/09/2020

Copy forwarded to:

1. The Cashier, Burdwan Development Authority.
2. The Assistant System Manager with request to upload the confirmation letter in the office Website.
3. Syed Imran Hossain, Burdwan Development Authority for information & taking necessary action.

✓ *W* *8/9* *08.09.2020*
Chief Executive Officer
Burdwan Development Authority
Purba Bardhaman