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**Government of West Bengal**  
**Backward Classes Welfare Department**  
Administrative Building, DJ-4, Sector-II,  
Salt Lake City, Kolkata- 700 091  
**www.anagrasarkalyan.gov.in**

No. 934 -BCW

Date: 13.05.2025

From: Deputy Secretary to the Government of West Bengal;

To: The Special Commissioner,  
Women & Child Development & Social Welfare Department, Government of West Bengal,  
Bikash Bhavan, North Block, 10<sup>th</sup> Floor, Salt Lake City, Kolkata-700 091;

**Sub:** Nomination of one (1) Nodal Officer for the SHe-Box Portal i.r.o. Backward Classes Welfare Department

**Ref:** Memo No. 2515(56)/WCD-12012/03/2022, dated 08.05.2025

Sir,

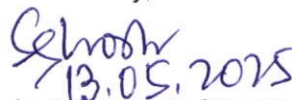
With reference to the letter mentioned above, I am directed to state that Smt. Saswati Datta, WBA&AS, Assistant Financial Advisor, Backward Classes Welfare Department, is hereby nominated as the Nodal Officer in respect of Backward Classes Welfare Department, for the SHe-Box Portal implemented as per directive of the Hon'ble Supreme Court of India. The details of the officer are annexed hereby.

I am further directed to state that the Internal Complaints Committee (ICC) under the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2023 i.r.o. Backward Classes Welfare Department, formed vide this Department's Order No. I/547765/2024, dated 14.08.2024, are attached for your ready reference.

This has the approval of the Secretary of this Department.

Enclo: As stated

Yours faithfully,



Deputy Secretary to the Government of West Bengal

No. 934 1(4)-BCW

Date: 13.05.2025

Copy forwarded for information and necessary action to: -

1. Smt. Sanjukta Chakraborty, IAS, Special Commissioner, Backward Classes Welfare Department;
2. The Senior Deputy Secretary, Women & Child Development & Social Welfare Department;
3. Smt. Saswati Datta, WBA&AS, Assistant Financial Advisor, Backward Classes Welfare Department;
4. The Guard file for office records.



Deputy Secretary to the Government of West Bengal

**DETAILS OF DEPARTMENTAL NODAL OFFICER IN RESPECT OF BACKWARD  
CLASSES WELFARE DEPARTMENT**

Sl. No.	Particulars	Details
1.	Name of the Department	BACKWARD CLASSES WELFARE DEPARTMENT
2.	Name of the Nodal Officer	SMT. SASWATI DATTA
3.	Email ID	<b><i>saswati2669@gmail.com</i></b>
4.	Mobile No.	9051068540
5.	Landline No. (with STD Code)	033 2359 2313
6.	Pin Code	700 091
7.	State	WEST BENGAL
8.	District	NORTH 24 PARGANAS
9.	Office Address	ADMINISTRATIVE BUILDING, DJ-4, SECTOR-II, SALT LAKE CITY, KOLKATA- 700 091