

TO & E OF OFFICE OF THE DEPUTY COMMISSIONER

Deputy Commissioner & District Magistrate, Dinajpur.
Personel-16,
 1×DC,
 1×Ac (Confidential),
 2×Deputy Administrative Officer,
 1×Assistant Administrative Officer,
 2× Deputy Assistant Administrative Officer,
 1×Office Assistant Cum-Computer Typist,
 2×Driver,
 1×Dofitory,
 1×Farash,
 4× Office Assistance

ANNEXURG-VI
 for special and catagory-1
 District with 8 or more upazilas



<u>Personel-8</u> DDLG 1× DDLG 1×AD 1×AO 1×Assistant Administrative Officer 1×Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 2× Office Assistance	ADC(General) <u>Personel-5</u> 1×ADC 1×Deputy Administrative Officer 1×Driver 2×Office Assistance	ADC(Rev) <u>Personel-5</u> 1×ADC 1× Deputy Administrative Officer 1×Driver 2×Office Assistance	ADM <u>Personel-6</u> 1×ADM 1×Deputy Administrative Officer 1×Bench Clerk 1×Driver 2× Office Assistance	ADC (E & ICT) <u>Personel-6</u> 1×ADC 1× Assistant Administrative Officer 2× Office Assistance	ADC (D & HRM) <u>Personnel-4</u> 1×ADC 1× Deputy Administrative Officer 1×Driver 1×Office Assistance
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<u>Personel-21</u> NDC-21 1×NDC 1×AO 1× Deputy Assistant Administrative Officer 1× Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 1×Mechanic 3×Driver 4×P.Server. 1×Helper 1×Farash 2×Security.Guard. 1×Cleaner 1×Mali 2×Office Assistance	<u>Personel-22</u> RDC 1×RDC 1×AO 1×KGO 1× Deputy Assistant Administrative Officer 10× Office Assistant Cum-Computer Typist 1×Surveyer 1×Tracer 2×Chainman 2× Security.Guard. 1×Daftry 2×Office Assistance	AC (JM) <u>Personel-8</u> 1×AC 1× Deputy Assistant Administrative Officer 4× Office Assistant Cum-Computer Typist 2× Office Assistance	AC(Education & Welfare) <u>Personel-6</u> 1×AC 1× Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 2× Office Assistance
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<p style="text-align: center;"><u>AC(General)</u></p> <p><u>Personel-13</u> 1×AC 1×AO 1× Assistant Administrative Officer 7× Office Assistant Cum-Computer Typist 3×Office Assistance 1×Photocopy Machine Operetor</p>	<p style="text-align: center;"><u>GCO</u></p> <p><u>Personel-4</u> 1×GCO 2× Office Assistant Cum-Computer Typist 1×Office Assistance</p>	<p style="text-align: center;"><u>Trying Magistrate</u></p> <p><u>Personel-3</u> 1×T.M 1×Bench Clerk 1× Office Assistance</p>	<p style="text-align: center;">LIBRARY</p> <p><u>Personel-3</u> 1×Librarian 1×Library Asstt. 1×Office Assistance/Dhoptory</p>
<p style="text-align: center;">AC(Complains & Information)</p> <p><u>Personel-5</u> 1×AC 1×Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 1× Office Assistance</p>	<p style="text-align: center;">LAO</p> <p><u>Personel-22</u> 1× LAO 1×ADDL. LAO 1×AO 2×KGO 1× Deputy Assistant Administrative Officer 3×Surveyer 3× Office Assistant Cum-Computer Typist 6×Chainman 2×P.Server. 1×Tracer 2× Office Assistance</p>	<p style="text-align: center;">Treasury Section</p> <p>1× Assistant Administrative Officer 2×Deputy Assistant Administrative Officer 6× Office Assistant Cum-Computer Typist <u>2×Office Assistance</u></p>	<p style="text-align: center;">Helpdesk (Proposal)</p> <p><u>Personel-5</u> 1×Ac 1×Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist (১টি অনুমোদিত) 1× Office Assistance (১টি অনুমোদিত)</p>
<p style="text-align: center;">AC(T&C)</p> <p><u>Personel-5</u> 1×AC 1×Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 1× Office Assistance</p>	<p style="text-align: center;">AC(Rev.Munshikhana)</p> <p><u>Personel-7</u> 1×AC 1× Deputy Assistant Administrative Officer 4× Office Assistant Cum-Computer Typist 1× Office Assistance</p>	<p style="text-align: center;">MAGISTRATE</p> <p>1× Magistrate 1×Bench Asst. 1×Office Assistant Cum-Computer Typist 2×Process Server 1×Office Assistance</p>	<p style="text-align: center;">ICT SECTION</p> <p>Personel-3 1×Assistant Programar 1× Computer Oparetor 2× Office Assistant Cum-Computer Typist(Proposal) 1× Office Assistance</p>
<p style="text-align: center;">AO</p> <p><u>Personel-5</u> 1×AO 1×Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 1× Office Assistance</p>	<p style="text-align: center;">AC(Record Room)</p> <p><u>Personel-14</u> 1×AC 1× Deputy Assistant Administrative Officer 8× Office Assistant Cum-Computer Typist 4× Office Assistance</p>		
<p style="text-align: center;">NGO Cell (Proposal)</p> <p><u>Personel-5</u> 1×Ac 1× Deputy Assistant Administrative Officer 2× Office Assistant Cum-Computer Typist 1× Office Assistance</p>	<p style="text-align: center;">Asstt. Engineer</p> <p>Asstt. Engineer <u>Personel-5</u> 1×AE 1×Overseer 1×Draftman 1×Work. Asstt. 1× Office Assistance</p>		



<p>Forms & Stationery Section (Proposal)</p> <p><u>Personal-5</u></p> <p>1×Ac</p> <p>1× Deputy Assistant Administrative Officer</p> <p>2× Office Assistant Cum-Computer Typist</p> <p>1× Office Assistance</p>
<p>Probashi Welfare Section (Proposal)</p> <p><u>Personal-5</u></p> <p>1×Ac</p> <p>1× Deputy Assistant Administrative Officer</p> <p>2× Office Assistant Cum-Computer Typist</p> <p>1× Office Assistance</p>

<p>UPAZILA PARIHAD</p> <p>1× Chairman</p> <p>1×Steno typist cum computer operator</p> <p>2×Office Assistance</p> <p>1× Driver</p>
<p>UPAZILA NIRBAHI OFFICE</p> <p>1×UpazilaNirbahi Officer</p> <p>1×Upazila Project Implementation officer</p> <p>1×AO</p> <p>2× Deputy Administrative Officer</p> <p>1×Assistant Administrative Officer</p> <p>2×Office Assistant Cum-Computer Typist</p> <p>1×Accounts asst.</p> <p>1×Process Server</p> <p>1×Office Assistance</p> <p>3×Security.Guard</p> <p>3×Cleaner</p>
<p>REVENUE OFFICER</p> <p>1×Assistant commissioner (Land)</p> <p>1× Kanungo</p> <p>1×Surveyar</p> <p>1×HA-cum Accountant</p> <p>1×nazir-cum cashier</p> <p>1×Mutation cum-certificate Assistant</p> <p>1× Certificate assistant</p> <p>1× Certificate Peshkar</p> <p>1× Office Asst cum-Computer Typist</p> <p>2× Credit Chaking Cum-Shairat Asst</p> <p>2× Process Server</p> <p>2×Office Assistance</p> <p><u>2×chainman</u></p>
<p>Union Land Office</p> <p>1×Union Land Assistant Officer</p> <p>1×Union Land Sub-Assit Officer</p> <p><u>2×Office Assistance</u></p>

