

Government of West Bengal

DIRECTORATE OF LOCAL BODIES
Poura Prashasan Bhawan (3rd & 4th Floor),
DD-I, Sector - I, Salt Lake City,
Kolkata - 700064

No. 830/DLB/SA/IOSMS/2018

Dated: Kolkata, 28th June, 2019

From : The Director of Local Bodies, West Bengal
&
Commissioner, U.D. & M.A. Department.

To : The Chairperson / Administrator,
Bankura, Baranagar, Barrackpore, Berhampore, Bhatpara, Burdwan, Champdani, Dumdum,
English Bazar, Habra, Hoogly Chinsurah, Jiaganj Zimganj, Kamarhati, Kharaghpur, Khardah,
Konnagar, Midnapore, Nabadwip, Naihati, North Barrackpore, North Dumdum, Panihati, Purulia,
Raiganj, Ranaghat, Rishra, Serampore, South Dumdum, Suri, Titagarh and Uttarpara Kotrung
Municipality.

Sub: Training on Salary Bill Generation through I-OSMS Portal for the ULBs in West Bengal

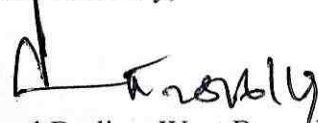
Sir / Madam,

A hands on training for generation of salary bill for the month of July, 2019 through the I-OSMS portal and integration of iOSMS and iFMS portal will be conducted at Conference Hall of West Bengal Valuation Board (2nd Floor), Poura Prasasan Bhavan, DD-I, Sector - I, Salt Lake City, Kolkata - 700064, as per the enclosed schedule. You are requested to send two officials of your municipality, as mentioned below to attend the training program.

1. One staff associated with iOSMS
2. One staff associated with preparation of salary bill.

You are also requested to kindly ensure the presence of the officers as mentioned above along with a Laptop, dongle for internet connectivity, copy of salary bill for the month of June, 2019, updated list of Earned Leave details in downloaded EXCEL file from IOSMS portal.

Yours sincerely,



Director of Local Bodies, West Bengal
&
Commissioner, U.D. & M.A. Department.

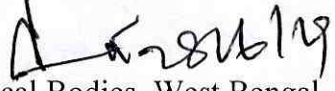
No. 830 /1(3)/DLB/SA/IOSMS/2018

Dated: Kolkata, 28th June, 2019

Copy forwarded to:

- 1) Shri Sagar Sinha, WBCS (Exe.), Addl. Director of Local Bodies.
- 2) Shri Samir Das, WBCS (Exe.), Joint Director.
- 3) Shri Bibhas Ganguly, Joint Director

- All are requested to ensure completion of online approval process of employees of assigned ULBs as enclosed herewith positively by 20/07/2019.

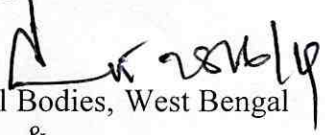

Director of Local Bodies, West Bengal
&
Commissioner, U.D. & M.A. Department.

No. 830 /2(3)/DLB/SA/IOSMS/2018

Dated: Kolkata, 28th June, 2019

Copy forwarded for information to:

1. The Joint Secretary to Govt. of West Bengal, UD & MA Department.
2. Sri S. Mahajan, Sr.Scientist, N.I.C., is requested to circulate this letter though email, sms and by uploading to iOSMS portal and to attend with his team & conduct the training.
3. Sri Goutam Kumar Chatterjee, H.A. of this Directorate is requested to arrange for refreshment and tea.


Director of Local Bodies, West Bengal
&
Commissioner, U.D. & M.A. Department.

Schedule for hands on training for generation of Salary Bill through the I-OSMS portal and integration of iOSMS and iFMS portal

Date & Time	Name of the ULB
<u>08.07.2019 At 11 A.M.</u>	<ol style="list-style-type: none">1. Bankura2. Berhampore3. Burdwan4. English Bazar5. Jiaganj Zimganj6. Kharaghpur7. Midnapore8. Nabadwip9. Purulia10. Raiganj11. Suri12. Baranagar13. Barrackpore14. Bhatpara15. Champdani16. Dumdum
<u>08.07.2019 At 2 P.M.</u>	<ol style="list-style-type: none">1. Habra2. Hoogly Chinsurah3. Kamarhati4. Khardah5. Konnagar6. Naihati7. North Barrackpore8. North Dumdum9. Panihati10. Ranaghat11. Rishra12. Serampore13. South Dumdum14. Titagarh15. Uttarpara Kotrung