



GOVERNMENT OF ASSAM  
SECRETARIAT ADMINISTRATION (ESTT.) DEPARTMENT  
DISPUR ::: GUWAHATI-6

Block-A, Ground Floor, Janata Bhawan, sad.assam@gov.in, sad.assam.gov.in

No.S(E)39/2020/24

Dated Dispur, the 3<sup>rd</sup> October, 2020.

**NOTICE**

The following Sr.A.A./ Jr.A.A. /Computer Operators of Secretariat Administration Department are hereby directed to undergo hands-on training on e-Filing under eOffice to be held at the **Computer Training Centre, Secretariat Administration Department, 1st Floor, Block-A, Janata Bhawan** as per schedule below:

Sl.	Name, Designation & Deptt.	Date & Time
1	Shri Dadul Kakati, Sr.A.A., S.A. (G. Cell) Department	05-10-2020, 11:00 A.M. to 1:00 P.M.
2	Shri Bhaskar Jyoti Das, Jr.A.A., S.A. (G. Cell) Department	
3	Smti. Chumi Kalita, Sr.A.A., S.A. (G. Cell) Department	
4	Shri Rajat Rangpi, Sr.A.A. S.A. (G. Cell) Department	
5	Smti. Pallabi Baishya, Sr.A.A., S.A. (G. Cell) Department	
6	Shri Birendra Kr. Dihingia, Sr.A.A., S.A. (Estt.) Department	
7	Shri Dul Ch. Borah, Jr.A.A., S.A. (Estt.) Department	
8	Shri Nripendra Nath Barman, Jr.A.A., S.A. (Estt.) Department	
9	Shri Kandarpa Kalita, Jr.A.A. S.A. (Estt.) Department	
10	Smti. Utpala Saikia, Jr.A.A., S.A. (G. Cell) Department	

Continued

11	Shri Biswajit Borah, Jr.A.A., S.A. (G. Cell) Department	05-10-2020, 2:00 P.M. to 4:00 P.M.
12	Shri Swagata Bharadwaj, Jr.A.A., S.A. (G. Cell) Department	
13	Shri Partha Pratim Gogoi, Jr.A.A., S.A. (G. Cell) Department	
14	Shri Himon Jyoti Bez, Jr.A.A., S.A. (Estt.) Department	
15	Shri Nilim Jyoti Gogoi, Jr.A.A., S.A. (Estt.) Department	
16	Shri Mrinmoy Kumar Nath, Jr.A.A., S.A. (Estt.) Department	
17	Shri Arunav Goswami, Computer Operator, S.A. (Estt.) Department	
18	Shri Partha Sarathi Borah, Computer Operator, S.A. (Estt.) Department	
19	Shri Pranab Jyoti Bhuyan, Jr.A.A. S.A. (Estt.) Department	

*H.rul*  
*03/10/2020*  
Under Secretary to the Govt. of Assam,  
Secretariat Administration Department.

Memo No.S(E)39/2020/24-A

Dated Dispur, the 3<sup>rd</sup> October, 2020.

Copy for information and necessary action to:-

1. P.S. to the Commissioner & Secretary to the Govt. of Assam, SA Deptt., Dispur.
2. P.S. to the Secretary to the Govt. of Assam, SA Department, Dispur, Ghy-06.
3. The Nazir, Janata Bhawan. He is requested to provide light refreshment during the training.
4. The Superintendent, S.A. (Estt./Gazetted Cell/P.F. Cell) Department. He is requested to ensure participation of the nominees.
5. Shri T. K. Gogoi, Sr. Technical Director, NIC, Dispur, Ghy-06.
6. Smti. Nilufer Yasmin, Team Lead, eOffice.
5. Persons concerned.

By order etc.

*M. Gul*  
*03/10/2020*  
Under Secretary to the Govt. of Assam,  
Secretariat Administration Department

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