



GOVERNMENT OF ASSAM,
SECRETARIAT ADMINISTRATION DEPARTMENT
(GAZETTED CELL)
DISPUR:::GUWAHATI-6

Block-A, 2nd Floor, Janata Bhawan, sad.assam@gov.in, sad.assam.gov.in

No.SAE.22/2017/41

Dated Dispur, the 14th October, 2019

From : Shri N. Boro
Deputy Secretary to the Govt. of Assam,
Secretariat Administration Department.

To : Superintendents,
All Departments,
Assam Secretariat

Sub : Implementation of online ACR module.

Sir,

With reference to the subject cited above, I am directed to inform you that a training on "Online ACR" module and other related modules is scheduled to be held at Room No.A-226, Block-A, 2nd Floor, Conference Hall as per the date and time mentioned at Annexures which can be downloaded in this official website at <https://sad.assam.gov.in/documents/office-orders>.

You are therefore requested to attend the training (as enclosed in the Annexures) without fail.

Yours faithfully

Deputy Secretary to the Govt. of Assam,
Secretariat Administration Department.

Encl: As stated above.

Memo No.SAE.22/2017/41-A

Dated Dispur, the 14th October, 2019

Copy to:-

1. P.S. to Commissioner & Secretary, Secretariat Administration Department for kind appraisal of Commissioner & Secretary.
2. P.S. to Secretary, Secretariat Administration Department for kind appraisal of Secretary.
3. Smti. Anindita Kashyap, ACS, Protocol Officer, GAD.
4. Shri Bhaswati Duara, Technical Director, NIC, Dispur, Assam. She is requested to present the training accordingly.

By Order etc.,

Deputy Secretary to the Govt. of Assam,
Secretariat Administration Department.

ANNEXURE - I

Department-wise Superintendent for ACR training

ANNEXURE - I		
Department-wise Superintendent for ACR training		
A.R. & T Department		
Name of cadre	Officers of Secretariat Cadre	Date & Time
Superintendent	Shri Sarat Hazarika	22/10/2019 11am to 1pm
A.R & T (Secretariat)		
Superintendent	Sri Parananda Goswami	22/10/2019 11am to 1pm
Animal Husbandry &		
Superintendent	Smti. Dolly Sarmah Shri Dinesh Ch. Kalita	22/10/2019 11am to 1pm
Act East Policy Affairs		
Superintendent	Shri Dipak Kr. Hazarika	22/10/2019 11am to 1pm
Agriculture Department		
Superintendent	1. Sri Akbar Ali 2. Sri Chandan Kakati	22/10/2019 11am to 1pm
Border Areas Department		
Superintendent	Victor Tete	22/10/2019 11am to 1pm
C.M. Secretariat		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	1. Sri Parash Moni Baishya 2. Sri Ghana Kt. Bora 3. Sri Prasanta Baruah 4. Sri Loknath Saikia 5. Shri Kamal Ch. Sarma	22/10/2019 11am to 1pm
Co-operation Department		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	1. Sri Dilip Kalita (I)	22/10/2019 11am to 1pm
Cultural Affairs Department		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	1. Sri Dilip Kr. Das(II) 2. Sri Prabin Basumatary 3. Smti Kabita Saikia	22/10/2019 11am to 1pm
Education Department		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	1. Sri Khagen Saikia (H) 2. Smt Dipti K. Mazumdar(CTM) 3. Bani Baruah (Sec) 4. Sri Diganta Pathak (El) 5. Jatin Bharali (Sec)	22/10/2019 11am to 1pm
Election Department		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	1. Sri Abdus Chamad 2. Sri Tapas Gupta	22/10/2019 11am to 1pm
Environment & Forest		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	Sri Pranab Choudhury Sri Dilip Kr. Saikia	22/10/2019 11am to 1pm
Excise Department		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	Sri Phanidhar Deka	22/10/2019 11am to 1pm

Finance Department		
Superintendent	<ol style="list-style-type: none"> 1. Sri Balen Kr. Deka (Budget) 2. Sri Janak Konwar (PRU) 3. Sri Budhin Pujari (Estt.-B) 4. Sri Shyam Mahanta (Eco Affr.) 5. Sri Pradip Kr. Deka (A & F) 6. Sri Paban Ch. Sarma (EC-I) 7. Sri Dipen Ch. Phukan (EC-II) 8. Sri Sumit P.Nabish (Budget) 9. Sri Kharsheb Ali (Estt.-A) 10. Sri Mujibul Haque (Taxation) 11. Sri Probir Kr. Dutta (SIU) 12. Shri Pradip Ch. Sharma (II) 13. Smti Subarnalata Hazarika 14. Smti Kalpana Borgohain 15. Shri Pratul Kr. Borah 16. Sri Prabin Basumatery 17. Sri Paresh Deka (Estt.-B) 18. Smt. Krishna Saikia Patowary 	22/10/2019 11am to 1pm
Fisheries Department		
Superintendent	Guru Charan Das	22/10/2019 11am to 1pm
Food & Civil Supplies		
Superintendent	<ol style="list-style-type: none"> 1. Smti. Mira Baishya (A) 2. Smti. Alpana Chaudhury (B) 	22/10/2019 11am to 1pm
Guwahati Development		
Superintendent	Sri Hitesh Roy	22/10/2019 11am to 1pm
General Administration		
Superintendent	<ol style="list-style-type: none"> 1. Smti. Pratima Dey Purkayastha 2. Sri Arunangshu Bhattacharjee 3. Sri Ajit Ch. Nath 	22/10/2019 11am to 1pm
Handloom, Textiles &		
Superintendent	Sri Jayanta Das	22/10/2019 11am to 1pm

ANNEXURE - II

Department-wise Superintendent for ACR training

Health & Family Welfare		
Superintendent	1. Smti. Juti Rani Gogoi (A) 2. Smti. Sarala Das Sarma (A) 3. Nazmul Karim Borbhuyan (A) 4. Sri Madan Rabha (B) 5. Shri Dinesh Talukdar (B)	22/10/2019 2:30 pm to 4:30 pm
Hills Areas Department		
Superintendent	Sri Nikhilesh Kr. Roy	22/10/2019 2:30 pm to 4:30 pm
Under Secretary	1. Sri Achitra Sonowal 2. Sri Puneswar Hira	22/10/2019 2:30 pm to 4:30 pm
Home Department		
Superintendent	Sri Rishi P.D. Purkayastha (A) Sri Anjan Bujarbaruah (B) Smti. Pranita Boro (C) Shri Lankeswar Medhi (B) Shri Jugal Kumar Baruah (A)	22/10/2019 2:30 pm to 4:30 pm
Implementation of Assam		
Superintendent	Sri Kanai Ch. Mandal	22/10/2019 2:30 pm to 4:30 pm
Industries & Commerce		
Superintendent	Sri Sanaton Haloi Shri Manmath Kr. Dey	22/10/2019 2:30 pm to 4:30 pm
Information & Public		
Superintendent	Sri Sumit Sinha Choudhury	22/10/2019 2:30 pm to 4:30 pm
Information & Technology		
Superintendent	Smti Nirmala Bora	22/10/2019 2:30 pm to 4:30 pm
Irrigation Department		
Superintendent	1. Sri Kumud Ch. Das 2. Sri Ranjit Sarma (Bt.) 3. Sri Ajay Bordoloi 4. Smti. Anu Devi Barman	22/10/2019 2:30 pm to 4:30 pm
Judicial Department		
Superintendent	1. Sri Sankar Charan Talukdar 2. Sri Dilip Kalita (II)	22/10/2019 2:30 pm to 4:30 pm
Labour Welfare Department		
Superintendent	Smti Nilima Kalita	22/10/2019 2:30 pm to 4:30 pm
Legislative Department		
Superintendent	Smti Ratna Daimary	22/10/2019 2:30 pm to 4:30 pm
Power, Mines & Minerals		
Superintendent	1. Makibur Rahman 2. Sri Dwijen Barman	22/10/2019 2:30 pm to 4:30 pm
Panchayat & Rural		
Superintendent	1. Sri Pradip Das (A) 2. Sri David Chakraborty (B) 3. Sri Dimbeswar Bora (C) 4. Shri Jatin Talukar 5. Shri Subheswar Deka	22/10/2019 2:30 pm to 4:30 pm
Parliamentary Affairs		
Superintendent	Shri Pranab Kr. Saikia	22/10/2019 2:30 pm to 4:30 pm
Passport Department		
Superintendent	Sri Mantu Hazarika	22/10/2019 2:30 pm to 4:30 pm
Pension & Public Grievances		

Superintendent	1. Sri Maheswar Das 2. Sri Upen Boro	22/10/2019 2:30 pm to 4:30 pm
Personnel Department		
Superintendent	1. Sri Budheswar Pegu (A) 2. Smti. Juliet Tete (B) 3. Shri Chandra Kt. Gogoi (A) 4. Shri Anupam Bora (B)	22/10/2019 2:30 pm to 4:30 pm
Political Department		
Superintendent	1. Sri Nagendra Pegu (A) 2. Sri Dipak Das (VC) 3. Sri Dayal Ch. Das (B) 4. Shri Anil Ch. Pathak (VC) 5. Sri Amulya Ch. Bora (A)	22/10/2019 2:30 pm to 4:30 pm
Printing and Stationery		
Superintendent	Smti. Alaka Chakraborty	22/10/2019 2:30 pm to 4:30 pm

ANNEXURE - III
Department-wise Superintendent for ACR training

Public Enterprises		
Superintendent	Sri Rajgirihi Singh Smti Ashamoni Doley	23/10/2019 11am to 1pm
Public Health Engineering		
Superintendent	Sri Tanuram Talukdar	23/10/2019 11am to 1pm
Public Works Department		
Superintendent	1. Sri Dipen Ch. Das 2. Smti. Bharati Pathak Borah 3. Sri Nabajyoti Kalita 4. Sri Pradeep Kr. Bora 5. Sri Dibakar Swargiary (Bt.) 6. Shri Minaram Deka 7. Shri Chanakya Das	23/10/2019 11am to 1pm
Revenue & D.M. Department		
Superintendent	1. Sri Ashim Kr. Bora (G) 2. Sri Tahid Ali (Ref.) 3. Sri Swarna Mohan Rabha (LR) 4. Sri Phanidhar Bhuyan(Reg.) 5. Smti. Dipanwita Das (S) 6. Sri Ramesh Ch. Doley (S) 7. Sri Hiren Thakuria (R&R) 8. Ramen Kr. Bora	23/10/2019 11am to 1pm
Science & Technology		
Superintendent	Sri Bichitra Pd. Deuri	23/10/2019 11am to 1pm
Secretariat Administration		
Superintendent	1. Sri Ahindra Changkakati (Acct) 2. Rupshree Bhattacharjee (Acct) 4. Sri Pradip Ch. Sharma (Estt) 5. Smti. Renu Devi (Issue) 6. Sri Babul Ch. Medhi (R&L) 7. Sri Mukul C. Buragohain (GC) 8. Smti. Mina Boro (PF) 9. Sri Pancham Pawe (Nazrat) 10. Smti. Tapasree Biswas (GS) 11. Shri Tarun Kr. Deka (V.C.) 12. Smti Junjun goswami (Estt.)	23/10/2019 11am to 1pm
Skill Development		
Superintendent	Smti Mita Guha	23/10/2019 11am to 1pm
Social Welfare Department		
Superintendent	1. Sri Sukumar Das 2. Sri Animesh Das 3. Sri Sakayat Hussain	23/10/2019 11am to 1pm
Sports & Youth Welfare		
Name of cadre	Officers of Secretariat Cadre	
Superintendent	Smti. Aimagi Bhuyan	23/10/2019 11am to 1pm
State Enquiry Office		
Superintendent	Sri Chandra Kt. Gogoi (Addl.Ch)	23/10/2019 11am to 1pm
State Human Rights		
Superintendent	Shri Ranjan Katakya	23/10/2019 11am to 1pm
Tea Tribes Welfare		
Superintendent	Smti Mina Dutta	23/10/2019 11am to 1pm

Tourism Department		
Superintendent	Smti. Juri Das	23/10/2019 11am to 1pm
Transformation &		
Superintendent	Sri Rabin Rabha	23/10/2019 11am to 1pm
Transport Department		
Superintendent	Sri Phukan Ch. Sarma	23/10/2019 11am to 1pm
Urban Development		
Superintendent	Smti. Niva Rani Das	23/10/2019 11am to 1pm
Water Resources Department		
Superintendent	1. Smti. Juri (Gogoi) Dutta 2. Sri Bishnu Narayan Dev 3. Smti Minu Das	23/10/2019 11am to 1pm
Welfare of Minority		
Superintendent	Ahmed Ali	23/10/2019 11am to 1pm
Office of CS		
Superintendent	Shri Haren Bargohain Shri Shrawan Kr. Rai	23/10/2019 11am to 1pm