



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

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

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No. S(E) 106/2019/28

Dated : Dispur, the 22nd October, 2019

From : Shri N. Boro
Deputy Secretary to the Govt. of Assam,
Secretariat Administration (E) Department
Dispur, Guwahati-781006.

- To :
- 1) Superintendent
Environment & Forests Department
 - 2) Superintendent
Finance(Estt. A) Department
 - 3) Superintendent
Finance(Estt.B) Department
 - 4) Superintendent
Finance (A&F) Department
 - 5) Superintendent
Finance(Taxation) Department
 - 6) Superintendent
Finance (Budget) Department
 - 7) Superintendent
Finance (Economic Affairs) Department
 - 8) Superintendent
Finance (EC I) Department
 - 9) Superintendent
Finance (EC II) Department
 - 10) Superintendent
Finance (EC III) Department
 - 11) Superintendent
Finance (PRU) Department
 - 12) Superintendent
Finance (SIU) Department
 - 13) Superintendent
Finance (Institutional Finance) Department
 - 14) Superintendent
Food, Civil Supplies & Consumer Affairs(A) Department
 - 15) Superintendent
Food, Civil Supplies & Consumer Affairs(B) Department
 - 16) Superintendent
Fisheries Department
 - 17) Superintendent
Guwahati Development Department
 - 18) Superintendent
Handloom, Textiles & Sericulture Department
 - 19) Superintendent
Hill Areas Development Department
 - 20) Superintendent
Home (A) Department
 - 21) Superintendent
Home (B) Department
 - 22) Superintendent
Home (C) Department
 - 23) Superintendent
Finance (E-Governance)
 - 24) Superintendent
Co-operation Deptt.
 - 25) Superintendent
Cultural Affairs Department
 - 26) Superintendent
Election Department
 - 27) Superintendent
Excise Department

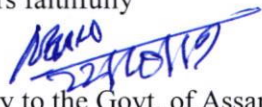
Handwritten initials 'O/c' in the bottom left corner.

Sub : Training of Administrative Assistant and Computer Operators regarding
Implementation of online ACR Module.

Sir,

With reference to the subject cited above, I am directed to inform you that a training on "implementation of online ACR Module" and other related modules is scheduled to be held at the Conference room of SAD & GAD, A Block, 2nd Floor and you are therefore requested to direct all Administrative Assistant and Computer Operators of your Department to attend the training as per date and time mentioned at Annexures enclosed herewith.

Yours faithfully


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

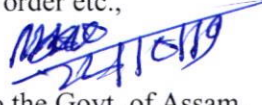
Memo No. S(E) 106/2019/28-A

Dated : Dispur, the 22nd October, 2019

Copy to :-

1. P.S. to Commissioner & Secretary to the Govt. of Assam, Secretariat Administration Department, Dispur, Guwahati – 781006 for kind appraisal of Comm & secretary.
2. P.S. to Secretary to the Govt. of Assam, Secretariat Administration Department, Dispur, Guwahati – 781006 for kind appraisal of secretary.
3. SIO, NIC for information with a request to kindly depute Smti. B. Duarah, Technical Director, NIC for the training accordingly.
4. Smti Anindita Kashyap, ACS, Protocol Officer, GAD for kind information.
5. Nazir, he is requested to provide tea and snacks for the above mentioned training.

By order etc.,


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

etc

25

23rd October, 2019 from 10.00 AM to 11.00 AM

1	Smti. Noni Gogoi	Environment & Forests Department
2	Shri Raju Kr. Basumatary	Environment & Forests Department
3	Smti. Alpana Laskar	Environment & Forests Department
4	Lalhratkam Hmar	Environment & Forests Department
5	Ramani Kt Das	Finance(Estt. A) Department
6	Sri Mukul Kalita	Finance(Estt. A) Department
7	Smti. Anamika Paul	Finance(Estt. A) Department
8	Shri Vaskar Jyoti Khanikar	Finance(Estt.B) Department
9	Suparna Chakraborty	Finance(Estt.B) Department
10	Smti Smita Bhuyan	Finance(Estt.B) Department
11	Smti. Jinee Choudhury	Finance(Estt.B) Department
12	Shri Manik Saikia	Finance(Estt.B) Department
13	Smti. Rina Kalita	Finance(Estt.B) Department
14	Sri Salim Md. Saikia	Finance (A&F) Department
15	Shri Ashad Ali	Finance (A&F) Department
16	Sri Duljit Singha	Finance (A&F) Department
17	Sri Animesh Konger	Finance(Taxation) Department
18	Sri Kokeel Krishna Mahanta	Finance (Budget) Department
19	Sri Anupam Saikia	Finance (Budget) Department
20	Sri Mohan Ch. Nath	Finance (Budget) Department
21	Shri Gobinda Ch. Rabha	Finance (Budget) Department
22	Sri Pranjal Pratim Modoi	Finance (Budget) Department
23	Sri Uttam Hazarika	Finance (Economic Affairs) Department
24	Smti. Sudeshna Chakraborty	Finance (EC I) Department
25	Sri Marcelous Narzary	Finance (EC I) Department

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26	Shri Umesh Ch. Das	Finance (EC I) Department
27	Shri Anurag Pratim Saikia	Finance (EC II) Department
28	Sri Dhrubajyoti Deka	Finance (EC II) Department
29	Shri Rajani Talukdar	Environment & Forests Department
30	Smti. Violina Chetia	Environment & Forests Department
31	Smti. Punam Dutta Choudhury	Finance(Estt. A) Department
32	Shri Puna Ram Doley	Finance(Estt. A) Department
33	Smti. Subhadra Bhattacharjee	Finance(Estt.B) Department
34	Smti. Mridusmita Narzary	Finance(Estt.B) Department
35	Shri Gitam Baruah	Finance(Taxation) Department
36	Sri Sanjib Medhi	Finance (Budget) Department
37	Smti. Preeti Shikha Borah	Finance (Economic Affairs) Department
38	Smti. Banashree Medhi	Finance (EC II) Department
39	Shri Pranjal Mahanta	Co-operation Deptt.
40	Babita Bhattacharjya	Cultural Affairs Department
41	Gautam Sarma	Election Department
42	Kamal Deka	Election Department
43	Shri Raju Das	Excise Department
44	Babita Phangcho	Environment & Forests Department
45	Smti Ashima Bhuyan	Finance(Estt-A)
46	Chanakya Kumar Deka	Finance(Estt-B)
47	Naresh Das	Finance(Budget)
48	Nabajit Das	Finance(EC-I)
49	Dimpi Deka	Finance(EC-II)

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22/10/19



23rd October, 2019 from 12.30 PM to 1.30 PM

1	Jiten Ch Deka Baro	Environment & Forests Department
2	Smti. Kabyashree Mahanta	Environment & Forests Department
3	Sri Diganta Kr. Saikia	Environment & Forests Department
4	Smti. Ruli Das	Finance(Estt. A) Department
5	Shri Arunabh Das	Finance(Estt. A) Department
6	Smti. Antara Talukdar	Finance(Estt. A) Department
7	Smti. Monalisha Pathak	Finance(Estt. A) Department
8	Smti. Momi Handique	Finance(Estt.B) Department
9	Sri Sanjeeb Chaharia	Finance(Estt.B) Department
10	Sri Pranjal Konwar	Finance(Estt.B) Department
11	Md. Mujammil Ali	Finance(Estt.B) Department
12	Shri Ripun Kalita	Finance(Estt.B) Department
13	Shri Bhisma Darjee	Finance(Estt.B) Department
14	Smti. Lakhimai Phukan Bora	Finance (A&F) Department
15	Sri Prabhash Ballav Dutta	Finance (A&F) Department
16	Smti. Sheela Singha	Finance(Taxation) Department
17	Sri Avikesh Dutta	Finance(Taxation) Department
18	Shajenlo Seb Rengma	Finance (Budget) Department
19	Sri Nripen Teron	Finance (Budget) Department
20	Chandan Kr. Sarma	Finance (Budget) Department
21	Hrishikesh Sharma Adhyapak	Finance (Budget) Department
22	Sri Bimal Ch. Das	Finance (Economic Affairs) Department
23	Shri Rajen Chetri	Finance (EC I) Department
24	Sri Kamal Kr. Choudhury	Finance (EC I) Department
25	Sri Dipul Ch. Barman	Finance (EC I) Department
26	Smti. Salina Firdous	Finance (EC I) Department

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27	Smti. Rashmi Chutia	Finance (EC II) Department
28	Smti. Swapnalima Borah	Finance (EC II) Department
29	Shri Manash Jyoti Barman	Environment & Forests Department
30	Shri Tridip Das	Environment & Forests Department
31	Smti Madhabi Deb	Finance(Estt. A) Department
32	Smti. Kalyani Kakati Bora	Finance(Estt.B) Department
33	Smti. Swasti Sundar Choudhury	Finance(Estt.B) Department
34	Smti Manjula Roymedhi	Finance (A&F) Department
35	Shri Dipankar Sarkar	Finance (Budget) Department
36	Shri Kailash Swargiary	Finance (EC II) Department
37	Nabanita Goswami	Co-operation Deptt.
38	Shri Manoranjan Kakati	Cultural Affairs Department
39	Shri Akshay Kr. Barman	Election Department
40	Ziaul Hoque Ahmed	Election Department
41	Bhargav Kumar Das	Election Department
42	Sehnaz Begam	Finance(Estt-B)
43	Bhaskarjyoti Aryya	Finance(Budget)
44	Smti Rita Devi	Finance(A&F)
45	Smti Sunny Sarma	Finance(EC-I)
46	Shri Biswajit Das	Finance(EC-II)

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24th October, 2019 from 3.30 PM to 4.30 PM

1	Shri Nilutpal Das	Finance (EC III) Department
2	Shri Dipankar Deka	Finance (EC III) Department
3	Shri Krisha Priyam Dutta	Finance (EC III) Department
4	Smti Ashimi Kashyap	Finance (PRU) Department
5	Smti. Momita Rahman	Finance (PRU) Department
6	Smti. Anulekha Barman	Finance (SIU) Department
7	Sri Jiban Lal Baro	Finance (Institutional Finance) Department
8	Abdul Ahad Choudhury	Food, Civil Supplies & Consumer Affairs(A) Department
9	Sri Kishore Kr. Bora	Food, Civil Supplies & Consumer Affairs(A) Department
10	Shri Pranjal Baruah	Food, Civil Supplies & Consumer Affairs(A) Department
11	Smti. Pallabi Das	Food, Civil Supplies & Consumer Affairs(B) Department
12	Md. Ibrahim Ali Barbhuyan	Food, Civil Supplies & Consumer Affairs(B) Department
13	Smti. Kalpana Das Bora	Fisheries Department
14	Smti. Monmi Barthakur	Fisheries Department
15	Smti. Pooja Choudhury	Fisheries Department
16	Sri Ratneswar Barman	Guwahati Development Department
17	Shri Jogesh Sonowal	Guwahati Development Department
18	Shri Pranabjyoti Bhuyan	Guwahati Development Department
19	Smti. Gitashree Talukdar	Handloom, Textiles & Sericulture Department
20	Smti. Chandana Das	Handloom, Textiles & Sericulture Department
21	Sri Mohan Teron	Hill Areas Development Department
22	Sri Pranjal Roy	Hill Areas Development Department
23	Smti. Pranita Bala Das	Hill Areas Development Department

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24	Jwngshar Basumatary	Hill Areas Development Department
25	Sri Dadul Chutia	Home (A) Department
26	Shri Utpal Nath	Home (A) Department
27	Shri Pradyut Kr. Deka	Home (A) Department
28	Smti. Antika Naiding	Home (A) Department
29	Shri Barish Engjai	Home (A) Department
30	Sri Phukan Ch. Sarma	Home (B) Department
31	Shri Gautam Nath	Home (B) Department
32	Sri Bhagaban Das	Home (B) Department
33	Shri Ghana Kanta Bhuyan	Home (B) Department
34	Shri Dinesh Ch. Das	Home (C) Department
35	Sri Thagindra Taye	Home (C) Department
36	Shri Rahul Nayak	Home (C) Department
37	Shri Bimal Kamal Saharia	Finance (EC III) Department
38	Kalpana Das	Finance (E-Governance)
39	Shri Kushal Kr. Das	Finance (SIU)
40	Shahin Shabnam	Finance (PRU)
41	Smti Swapna Sinha	Finance (Institutional Finance) Department
42	Manika Deka	Food, C.S. & C.A.(B)
43	Shri Paban Saharia	Fisheries
44	Mayuri Deka Hazarika	Guwahati Development Department
45	Shri Sibn Nath	Handloom, Textiles & Sericulture Department
46	Anangalal Das	Home (A) Department
47	Shri Chandrajit Sinha	Home (B) Department
48	Shri Bankim Kundu	Home (C) Department

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 22/12/19