



7

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) 106/2019/41

Dated : Dispur, the 24<sup>th</sup> October, 2019

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

- To :
- 1) Superintendent  
Finance (EC III) Department
  - 2) Superintendent  
Finance (PRU) Department
  - 3) Superintendent  
Finance (SIU) Department
  - 4) Superintendent  
Finance (Institutional Finance) Department
  - 5) Superintendent  
Food, Civil Supplies & Consumer Affairs(A) Department
  - 6) Superintendent  
Food, Civil Supplies & Consumer Affairs(B) Department
  - 7) Superintendent  
Fisheries Department
  - 8) Superintendent  
Guwahati Development Department
  - 9) Superintendent  
Handloom, Textiles & Sericulture Department
  - 10) Superintendent  
Hill Areas Development Department
  - 11) Superintendent  
Home (A) Department
  - 12) Superintendent  
Home (B) Department
  - 13) Superintendent  
Home ( C ) Department
  - 11) Superintendent  
Judicial Department
  - 12) Superintendent  
Legislative Department
  - 13) Superintendent  
Elementary Education Department
  - 14) Superintendent  
Higher Education Department
  - 15) Superintendent  
Secondary Education Department
  - 16) Superintendent  
Education Department (CTM)
  - 17) Superintendent  
Education Department (Planning Cell)
  - 18) Superintendent  
Education Department (Legal cell)
  - 18) Superintendent  
Labour Welfare Department
  - 19) Superintendent  
Mines & Minerals Department
  - 20) Superintendent  
Power (Electricity) Department
  - 21) Superintendent  
Panchayat & Rural Development (A) Department
  - 22) Superintendent  
Panchayat & Rural Development (B) Department
  - 23) Superintendent  
Panchayat & Rural Development (C) Department
  - 24) Superintendent  
Parliamentary Affairs Departmen
  - 25) Superintendent  
Passport Department

*N. Boro*  
24/10/19

- (12)
- 26) Superintendent  
Pension & Public Grievances Department
  - 27) Superintendent  
Personnel (A) Department
  - 28) Superintendent  
Personnel (B) Department
  - 29) Superintendent  
Political (A) Department

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, 2<sup>nd</sup> 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

*Mano*  
*24/10/19*  
Deputy Secretary to the Govt. of Assam,  
Secretariat Administration (E) Department

Memo No. S(E) 106/2019/41-A

Dated : Dispur, the 24<sup>th</sup> 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.

By order etc.,

*Mano*  
*24/10/19*  
Deputy Secretary to the Govt. of Assam,  
Secretariat Administration (E) Department

*O/c*



25 <sup>th</sup> October, from 11.00 A.M.-12.00 P.M.		
1	Smti. Sherin Rahman	Finance (EC III) Department
2	Smti Kalpana Ramchiary	Finance (EC III) Department
3	Lunkhohao Lhoujiem	Finance (PRU) Department
4	Shri Amrit Narayan Pegu	Finance (PRU) Department
5	Shri Satyendra Nath Das	Finance (PRU) Department
6	Sri Bikash Sahu Gupta	Finance (SIU) Department
7	Smti. Dharitri Lahkar	Finance (SIU) Department
8	Tara Nath Goutam	Finance (Institutional Finance) Department
9	Smti. Sujata Ghosh	Food, Civil Supplies & Consumer Affairs(A) Department
10	Shri Hem Ch. Baruah	Food, Civil Supplies & Consumer Affairs(A) Department
11	Shri Trinayan Bhuyan	Food, Civil Supplies & Consumer Affairs(A) Department
12	Sri Sanjoy Deka	Food, Civil Supplies & Consumer Affairs(B) Department
13	Shri Avinav Koushik Das	Food, Civil Supplies & Consumer Affairs(B) Department
14	Smti. Kalpana Patowary	Fisheries Department
15	Smti. Tapati Medhi	Fisheries Department
16	Shri Kishor Kr. Lahakar	Fisheries Department
17	Sri Hitesh Baruah	Guwahati Development Department
18	Shri K. Prakash Singha	Guwahati Development Department
19	Smti. Anushka Neog Sarma	Guwahati Development Department
20	Shri Rajdhar Das	Handloom, Textiles & Sericulture Department
21	Smti. Prativa Yein	Handloom, Textiles & Sericulture Department
22	Sri Allen Kuki	Hill Areas Development Department
23	Sri Biraj Kr. Das	Hill Areas Development Department
24	Krishna Kanta Brahma	Hill Areas Development Department
25	Shri Bipul Sarma	Home (A) Department
26	Shri Hareswar Das	Home (A) Department
27	Shri Suresh Kumar	Home (A) Department
28	Sri Mrinal Saikia	Home (A) Department
29	Shri Niraj Ch. Das	Home (A) Department
30	Shri Rakesh Baruah	Home (A) Department
31	Sri Diganta Das	Home (B) Department
32	Lentinmang Lhoujem	Home (B) Department
33	Smti. Daisy Doley	Home (B) Department
34	Smti Chetana Medhi	Home (B) Department
35	Shri Jayantajit Chetia	Home (B) Department
36	Smti. Raju Rahang	Home (C) Department
37	Smti. Saniara Siddique	Home (C) Department
38	Shri Harish Nath	Home (C) Department
39	Marigold Terangpi	Finance(EC-III)
40	Sri Mridul Saikia	Finance (Institutional Finance) Department
41	Pankaj Das	Home(A)
42	Bikramjit Gogoi	Home(B)
43	Shri Prabal Jyoti Mazumdar	Home(B)
44	Shri Hitesh Nath	Hill Areas Development Department
45	Upama Ray	Hill Areas Development Department
46	Shri Pranab Kr. Borah	Judicial Deptt.
47	Hemanga Shekhar Nath	Legislative Deptt

*Memo*  
24/10/19



78

25 <sup>th</sup> October, from 12.00 A.M.-1.00 A.M.		
1	Sri Tarini Kt. Das	Elementary Education Department
2	Sri Bharat Ch. Konwar	Higher Education Department
3	Smti. Ila Devi Goswami	Education Department(CTM)
4	Sri Bhagaban Ch. Das	Secondary Education Department
5	Sri Utpal Sharma	Education Department (pln cell)
6	Shri Nabajyoti Borgohain	Education Department
7	Shri Nitul Barman	Elementary Education Department
8	Sri Bhaskar Barptra	Education Department(CTM)
9	Sri Deveswar Engti	Secondary Education Department
10	Shri Pankaj Bezbaruah	Higher Education Department
11	Sri Jajneswar Pathak	Secondary Education Department
12	Altaf Hussain Mazumdar	Education Department
13	Smti. Meethu Rani	Secondary Education Department
14	Arupjyoti Nath	Elementary Education Department
15	Smti. Swapnali Mohan	Elementary Education Department
16	Shri Rabindra Pathak	Education Department
17	Smti. Swarmila Swargiary	Secondary Education Department
18	Shri Dhruvabjyoti Swargiary	Secondary Education Department
19	Smti. Kasturi Barman	Secondary Education Department
20	Smti. Nibedita Kalita	Higher Education Department
21	Shri Koilash Gogoi	Higher Education Department
22	Shri Munindra Laskar	Judicial Department
23	Smti. Neelakshi Bardoloi	Judicial Department
24	Sri Ranjit Ch. Haloi	Legislative Department
25	Smti. Rituparna Das	Legislative Department
26	Smti Pallabi Terron	Labour Welfare Department
27	Shri Golap Injal	Labour Welfare Department
28	Shri Sankar Das	Labour Welfare Department
29	Girin Ch Mali	Mines & Minerals Department
30	Shri Munir Hazarika	Mines & Minerals Department
31	Noikham Chowhai	Mines & Minerals Department
32	Smti. Sachiprova Kakati	Power (Electricity) Department
33	Sri Amal Bayan	Power (Electricity) Department
34	Smti. Sherima Farheen	Power (Electricity) Department
35	Smti Sudipa Dhar	Power (Electricity) Department
36	Sri Dwijendra Nath Sarma	Panchayat & Rural Development (A) Department
37	Sri Sanjib Kr. Sarma	Panchayat & Rural Development (A) Department
38	Sri Jayanta Gogoi	Panchayat & Rural Development (B) Department
39	Smti. Juli Hazarika	Panchayat & Rural Development (B) Department
40	Sri Nabin Teron	Panchayat & Rural Development (B) Department
41	Shri Pranab Das	Secondary Education Department
42	Smti Chumki Khanikar	Education Department
43	Jyotipriya Dutta	Education Department(CTM)
44	Pankaj Kr. Rahang	Power & Electricity
45	Dhrubajyoti Talukdar	Panchayat & Rural Development (A) Department

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24/10/19



25 <sup>th</sup> October, from 2.30 P.M.-3.30P.M.		
1	Smti Aditi Saikia	Elementary Education Department
2	Shri Ashrif Ullah	Education Department
3	Smti. Pranjolly Baruah	Secondary Education Department
4	Shri Palash Baruah	Elementary Education Department
5	Shri Jyotirmoy Sarma	Education Department
6	Shri Ashim Brahma	Secondary Education Department
7	Smti. Navaneeta Gogoi	Secondary Education Department
8	Sri Dhanti Bora	Education Department(CTM)
9	Smti. Anju Basumatary	Elementary Education Department
10	Shri Ranjan Kumar Sarkar	Education Department
11	Sri Hiranya Nath	Education Department
12	Shri Rupjyoti Boro	Secondary Education Department
13	Smti. Shatabdi Chetia	Elementary Education Department
14	Shri Debojyoti Bhattacharjee	Secondary Education Department
15	Shri Deepjyoti Pramanik	Higher Education Department
16	Shri Judhajit Mazumdar	Education Department (Legal cell)
17	Shri Dipankar Bhattacharya	Education Department
18	Sri Kamini Kr. Haloi	Judicial Department
19	Shri Raju Bhattacharya	Judicial Department
20	Kanoj Baishya	Legislative Department
21	Sri Arunjyoti Kalita	Legislative Department
22	Shri Chandan Saikia	Labour Welfare Department
23	Sri Siddharta Phookan	Labour Welfare Department
24	Shri Abul Hussain Laskar	Labour Welfare Department
25	Sri Hiren Deka	Mines & Minerals Department
26	Smti Rita Moni Deuri	Mines & Minerals Department
27	Smti. Amiya Kr. Das	Power (Electricity) Department
28	Sri Arup Bhuyan	Power (Electricity) Department
29	Shri Partha Sarathi Das	Power (Electricity) Department
30	Shri Moheswar Mirdha	Panchayat & Rural Development (A) Department
31	Sri Prabin Choudhury	Panchayat & Rural Development (A) Department
32	Shri Kusum Mahanta	Panchayat & Rural Development (A) Department
33	Smti. Kumkum Ranjita Goswami	Panchayat & Rural Development (B) Department
34	Smti. Manisha Khaklari	Panchayat & Rural Development (B) Department
35	Shri Deepak Deka	Panchayat & Rural Development (B) Department
36	Smti. Jahnabi Konwar	Panchayat & Rural Development (B) Department
37	Kartik Nath	Higher Education Department
38	Smti Kakali Das	Secondary Education Department
39	Shri Diganta Deka	Education Department(CTM)
40	Smti Karabi Bhattacharjya	Elementary Education (Planning) Deptt
41	Smti Manjushree Roy Deb	Labour Welfare Deptt.
42	Debastuti Borah	Mines & Minerals Department
43	Shri Moni Kanta Sinha	Power & Electricity
44	Shri Prasanna Mazumdar	Panchayat & Rural Development (A) Department
45	Amarjyoti Nath	Panchayat & Rural Development (B) Department

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24/10/19



25<sup>th</sup> October, from 3.30 P.M to 4.30 P.M

1	Lalengzana Chhakchhuak	Panchayat & Rural Development (C) Department
2	Dhiraj Choudhury	Panchayat & Rural Development (C) Department
3	Smti Sangita Baruah	Panchayat & Rural Development (C) Department
4	Shri Jayanta Sarma	Panchayat & Rural Development (C) Department
5	Smti. Dipali Bora	Parliamentary Affairs Departmen
6	Smti. Khirada Kalita	Parliamentary Affairs Department
7	Shri Ishan Kalita	Parliamentary Affairs Department
8	Shri Manahari Deka	Passport Department
9	Shri Uttam Bora	Passport Department
10	Sri Kamaleswar Bordoloi	Passport Department
11	Sri Rudra Bora	Pension & Public Grievances Department
12	Sri Mantim Mani Borah	Pension & Public Grievances Department
13	Sri Satyanarayan Das	Pension & Public Grievances Department
14	Shri Upen Boro	Pension & Public Grievances Department
15	Shri Basanta Dowania	Pension & Public Grievances Department
16	Smti. Jilikani Das	Personnel (A) Department
17	Sri Rajani Bongjang	Personnel (A) Department
18	Kaushik Krishna Saikia	Personnel (A) Department
19	Sri Partha Pratim Das	Personnel (A) Department
20	Sri Ranjit Kr. Adhikary	Personnel (A) Department
21	Sri Ratul Talukdar	Personnel (A) Department
22	Sri Sanjib Kr. Narzary	Personnel (A) Department
23	Shri Medad L. Khobung	Personnel (A) Department
24	Smti Jonali Devi	Personnel (A) Department
25	Smti. Ankita Boruah	Personnel (A) Department
26	Sri Kamaleswar Saharia	Personnel (B) Department
27	Sri Samin Rongpi	Personnel (B) Department
28	Shri Ajoy Ranjan Pathak	Personnel (B) Department
29	Shri Hiren Kr. Boro	Personnel (B) Department
30	Sri Lalit Ch. Kalita	Political (A) Department
31	Sri Alok Sen	Political (A) Department
32	Sri Avijit Saha (Lokayukta Cell)	Political (A) Department
33	Shri Hiranya Kr. Das	Political (A) Department
34	Shri Utpaljit Das	Political (A) Department
35	Sri Kanak Kr Das	Political (A) Department
36	Shri Gakul Baro	Political (A) Department
37	Shri Dhrubajyoti Doley	Political (A) Department
38	Shri Mamjyoti Sarania	Political (A) Department
39	Prafulla Sarania	Panchayat & Rural Development (C) Department
40	Shri Dipak Kr. Das	Parliamentary Affairs Departmen
41	Smti Barnali Bharali	Passport Department
42	Utsabh Hazarika	Pension & Public Grievances Department
43	Shri Kochen Muchahary	Personnel (A) Department
44	Pranami Datta	Personnel (A) Department
45	Uddhav Baro	Personnel (B) Department
46	Shri Pankaj Deka	Political (A) Department
47	Shri Niranjan Sarma	Political (A) Department
48	Shri Rakesh Patowary	Political (A) Department

16/10/19  
24/10/19