



92

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) 106/2019/48

Dated : Dispur, the 31st October, 2019

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

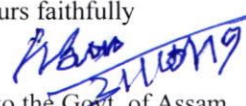
To : 1) Superintendent
Skill, Employment & Entrepreneurship Department
2) Superintendent
Sports & Youth Welfare Department
3) Superintendent
Social Welfare Department
4) Superintendent
Soil Conservation Department
5) Superintendent
Tea Tribes Welfare Department
6) Superintendent
Transport Department
7) Superintendent
Transformation & Development Department
8) Superintendent
Urban Development (T&CP Cell) Department
9) Superintendent
Urban Development (Municipal Administration Wing) Department
10) Superintendent
Welfare of Plain Tribes & Backward Classes Department
11) Superintendent
Welfare of Minorities Development Department
12) Superintendent
Tourism Department
13) Superintendent
Water Resources Department
14) Superintendent
Veterinary & AH Department
15) Person concerned in Establishments of various ministries, chief Secretaries, Addl. Chief Secretaries, Comm & Secretaries, Secretaries etc

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 attend or 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

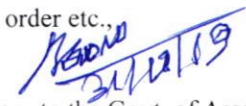
Dated : Dispur, the 31st October, 2019

Memo No. S(E) 106/2019/48-A

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..


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

O/c

1 st November, from 10.00 A.M.-11.00 A.M.		
1	Shri Satyajit Deka	Skill, Employment &Entrepreneureship Department
2	Smti. Anima Boro	Skill, Employment &Entrepreneureship Department
3	Smti Swapnali Devi	Skill, Employment &Entrepreneureship Department
4	Shri Kaushik Ram Baruah	Skill, Employment &Entrepreneureship Department
5	Smti. Rekhamoni Bora	Sports &Youth Welfare Department
6	Sri Ranjan Jyoti Deuri	Sports &Youth Welfare Department
7	Shri Anukul Sinha	Sports &Youth Welfare Department
8	Smti. Bornali Mili	Social Welfare Department
9	Sri Gunajit Sarma	Social Welfare Department
10	Shri Dhiraj Bora	Social Welfare Department
11	Shri Porag Jyoti Das	Social Welfare Department
12	Shri Nirvan Choudhury	Social Welfare Department
13	Shri Brajen Ch. Deka	Soil Conservation Department
14	Smti. Puspanjali Basumatary	Soil Conservation Department
15	Shri Pulin Ch. Barman	Tea Tribes Welfare Department
16	Smti. Dilira Naiding	Tea Tribes Welfare Department
17	Sri Diganta Baishya	Transport Department
18	Smti. Madhushri Das	Transport Department
19	Smti. Kamala Das	Transport (TSP Cell) Department
20	Smti. Sujana Thausen	Transformation &Development Department
21	Shri Biren Kalita	Transformation &Development Department
22	Smti Mamoni Bhuyan	Transformation &Development Department
23	Shri Saumen Deb	Transformation &Development Department
24	Shri Raju Ram	Urban Development (T&CP Cell) Department
25	Shri ManabJyoti Goswami	Urban Development (T&CP Cell) Department
26	Shri Tilak Talukdar	Urban Development (T&CP Cell) Department
27	Shri Pabitra Baruah	Urban Development (Municipal Administration Wing) Department
28	Md. Musraf Hussain Saikia	Urban Development (Municipal Administration Wing) Department
29	Smti. Marina Gogoi	Urban Development (Municipal Administration Wing) Department
30	Shri Nipendra Nath Barman	Urban Development (Municipal Administration Wing) Department
31	Smti. Niru Gohai	Welfare of Plain Tribes &Backward Classes Department
32	Sri Jyotikon Sutradhar	Welfare of Plain Tribes &Backward Classes Department
33	Shri Ranjan Dutta	Welfare of Plain Tribes &Backward Classes Department
34	Md. Tazuddin Ahmed,	Welfare of Plain Tribes &Backward Classes Department
35	Shri Manoranjan Rajbongshi	Welfare of Plain Tribes &Backward Classes Department
36	Saurav Mitra	Welfare of Minorities Development Department
36	Hedayat Ullah	Welfare of Minorities Development Department
37	Songginthang Chongloi	Skill, Employment &Entrepreneureship Department
38	Rinku Deka	Sports &Youth Welfare Department
39	Smti Chayamoni Saikia	Social Welfare Department
40	Partha Pratim Hazarika	Social Welfare Department
41	Shri Manik Ch. Ghosh	Soil Conservation Department
42	Rajesh Nag	Soil Conservation Department
43	Shri Human Baruah	Transport Department
44	Paramananda Sarmah	Transport Department
45	Ruma Deka	Transport (TSP Cell) Department
46	Anshuman Gogoi	Tourism Deptt.

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3/11/19

1 st November, from 11.00 A.M.-12.00 P.M.		
1	Zinnia Bora	Tourism Department
2	Nishad Nawaz Ahmed	Tourism Department
3	Sri Binoy Choudhury	Water Resources Department
4	Md. Nuriman Ali	Water Resources Department
5	Smti. Minati Barman	Water Resources Department
6	Sri Himangshu Sarma	Water Resources Department
7	Shri Satyajit Konwar	Water Resources Department
8	Shri Tarun Deori	Water Resources Department
9	Smti. Manika Basumatary	Water Resources Department
10	Smti. Rashmirekha Chetia	Water Resources Department
11	Ram Kr. Ojha	Establishment of Chief Secretary
12	Sri Suresh Kr. Gupta	Establishment of Chief Secretary
13	Jatin Ch Das	Establishment of Addl Chief Secretary Sanjay Krishna, IAS, FCS&CA etc. Deptts
14	Shri Chanchal Roy	Establishment of Vice Chairman, SITA
15	Shri Bhupen Barman	Establishment of Secretary, Parliamentary Affairs and Health & FW Deptts. Dr. Chandrima Baruah, IAS
16	Pulak Kr Deka	Establishment of Addl Chief Secretary, Social Welfare, Labour Welfare, Tea Tribes Welfare, Excise and Secretariat Administration (Archives) Deptts, Assam Shri Jishnu Baruah, IAS
17	Shri Hitesh Deka	Establishment of Secretary, Elementary Education Department Shri K Kalita, IAS
18	Shri Monoranjan Talukdar	Establishment of Secretary, Revenue & DM Department
19	Shri Tarun Ch. Deka	Establishment of Principal Secretary, Health & Family Welfare, Finance Deptts. and Addl Principal Resident Commissioner, Assam Bhawan, New Delhi Shri Samir Kumar Sinha
20	Sri Manashjyoti Boruah	Establishment of the Media Advisor to CM Shri H Goswami
21	Sri Pankaj Barman	Establishment of Principal Secretary to the Chief Minister and Principal Resident Commissioner, Assam Bhawan, New Delhi Shri Sanjay Lohiya
22	Sri Jitupon Gogoi	Establishment of Principal Secretary, Higher Education Department Shri Manindar Singh
23	Sri Khagen Barman	Establishment of Secretary, Skill, Employment and Entrepreneurship Department Smti Honmille Teronpi
24	Sri Prakash Singh	Establishment of Addl Chief Secretary, WPT & BC and Soil Conservation Deptts. and Chairman, SLNA(IWMP) Shri Rajiv Kr Bora, IAS
25	Shri Bhakta Deuri	Establishment of Secretary, Border Protection & Dev. Department Smti Prabhati Thaoson, ACS
26	Sri Rajat Dutta	Establishment of Chief Electoral Officer and Commissioner & Secretary, Election Deptt Shri M C Sahu, IAS
27	Shri Someswar Pathak	Establishment of Commissioner & Secretary, Finance and Animal Husbandry & Vety Deptts Shri S Jagannathan, IAS
28	Shri Rajnish Pratim Das	Establishment of Addl Chief Secretary, Agriculture Department
29	Dhiraj Kumar Bora	Establishment of Dr. M Angamuthu, Commissioner & Secretary, SAD, GAD etc.

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31/10/19

1 st November, from 12.00PM to 1.00 PM		
1	Sri Utpal Sarmah	Water Resources Department
2	Shri Prafulla Saikia	Water Resources Department
3	Shri Atung Gogoi	Water Resources Department
4	Shri Moni Kanta Bori	Water Resources Department
5	Shri Mriganka Kumar Nath	Water Resources Department
6	Shri Pankaj Kumar	Water Resources Department
7	Shri Dhruvajyoti Talukdar	Water Resources Department
8	Shri Jagannath Das	Water Resources Department
9	Shri Dipak Dey	Establishment of Chief Secretary
10	Shri Himangshu Deka	Establishment of Addl Chief Secretary Sanjay Krishna, IAS, FCS&CA etc. Deptts
11	Shri Chitraman Baishya	Establishment of Commissioner & Special Secretary, PWD Shri Raj Chakraborty
12	Shri Pronay Deori	Establishment of Principal Secretary, P&RD and T&D Department, Shri J.B. Ekka, IAS
13	Shri Arup Suklabaidya	Establishment of Addl Chief Secretary, Social Welfare, Labour Welfare, Tea Tribes Welfare, Excise and Secretariat Administration (Archives) Deptts, Assam Shri Jishnu Baruah, IAS
14	Shri Pulak Haloi	Establishment of Secretary, Elementary Education, Cooperation Department, Mrs. Bandana Dutta Tamuly, ACS
15	Shri Rajib Rabha	Establishment of Dr. Mihir Kanti Chowdhury, Education Advisor to CM
16	Shri Manoj Kalita	Establishment of Secretay, Social Welfare Deptt., Sajeeda Islam Rashid, IAS
17	Shri Salim Ahmed	Establishment of Principal Secretary, Power(E), UDD etc. Department
18	Shri Prafulla Das	Establishment of Principal Secretary, Health & Family Welfare, Finance Deptts.and Addl Principal Resident Commissioner, Assam Bhawan, New Delhi Shri Samir Kumar Sinha
19	Shri Bhaben Ch. Das	Establishment of Shri Hemen Das, Secretary, Social Welfare, Science & Technology Department
20	Sri Bijit Borthakur	Establishment of Secretary, PHE Deptt and MD, Swachh Bharat Mission (Gramin), Director, Neer Nirmal Pariyojan, World Bank Project, PHED, SPMU, PD, AUIIP and MD, Guwahati Metropolitan Drinking Water & Sewerage Board Shri Siddharth Singh, IAS
21	Shri Kalyan Kumar Das	Establishment of Principal Secretary, Water Resources, PHE Deptt Shri Avinash Joshi, IAS
22	Shri Pankaj Rajkhowa	Establishment of Addl Chief Secretary, Pensions & Public Grievances, Hill Areas and Mines and Minerals Deptts, Shri V.S. Bhaskar, IAS
23	Shri Nitul Barman	Establishment of Commissioner & Secretary, Finance and Animal Husbandry & Vety Deptts Shri S Jagannathan, IAS
24	Shri Kirti Nath Roy	Establishment of OSD to CM Shri Kashyap Prakash
25	Shri Akhil Ch. Roy	Establishment of Estt of COMMISSIONER & SECRETARY, Transport, Skill, Employment & Entrepreneurship, Industries & Commerce

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 21/11/19

		etc Deptt. Ashutosh Agnihotri, IAS
26	Mrinmoy Saikia	Establishment of Dr. M Angamuthu, Commissioner & Secretary, SAD,GAD etc.
27	Shri Sandip Dey	Establishment of Secretary, Cooperation and Health & FW Deptts. and MD, Housfed Shri Madan Ch Deka, IAS
28	Shri Hareswar Baro	Establishment of Secretay, Personnel and AR & Training Deptts Smti Ruby Bora, IAS
29	Harihar Kalita	Establishment of Secretay, Soil, Personnel and AR & Training Deptts., Majnur Hussain, IAS
30	Shri Swasti Sundar Choudhury	Establishment of Commissioner of Taxes and Commissioner & Secretary, Health & FW Deptt Shri Anurag Goel, IAS
31	Shri Binit Nath Choudhury	Establishment of Legal Adviser to CM Shri Shantanu Bharali
32	Shri Prakash Kalita	Establishment of Commissioner & Secretary, Elementary Education, Secondary Education and Cultural Affairs Deptts Shri Preetom Saikia, IAS
33	Sri Sanjib Gogoi	Establishment of Commissioner & Secretary, Industries and commerce etc Deptt., Shri S. S. Meenakshi Sundaram, IAS
34	Shri Tinku Bora	Establishment of Secretary, Home & Political Department B.L. Sarma, ACS
35	Shri Kartik Ch. Talukdar	Establishment of Secretary, T&D Department Shri Kamala Kanta Nath, ISS
36	Sri Rakesh Talukdar	Hon'ble Chief Ministers Residence
37	Shri Ramen Dhing	Hon'ble Chief Ministers Residence
38	Shri Kanak Kr. Das	Establishment of Sjt Atul Bora, Minister of Agriculture etc.
39	Shri Utsab Ch. Das	Establishment of Sjt Phani Bhusan Choudhury, Minister of Food, civil supplies & CA etc.
40	Shri Ranjan Bargohain	Establishment of Sjt Parimal Suklabaidya, Minister of Excise, Env. & Forests etc.
41	Shri Rakesh Phukon	Establishment of Sjt Ranjit Dutta, Minister of H&T etc.
42	Shri Paneswar Engti	Establishment of Sjt Ranjit Dutta, Minister of H&T etc.
43	Shri Tripod Roy	Establishment of Sjt Chandan Brahma, Minister of Tourism, WPT&BC etc.
44	Sri Dulu Pegu	Establishment of Sjt Naba Kumar Doley, MOS(I) P&RD etc.
45	Abhijit Saikia	Hon'ble Chief Ministers Residence

Handwritten signature and date: 31/10/19

1 st November, from 2.30PM to 3.30 PM		
1	Smti. Debory Lalhmingsang	Water Resources Department
2	Smti. Pallavi Chamuah	Water Resources Department
3	Smti. Riku Borary	Water Resources Department
4	Sri Ngairangbam Basanta	Water Resources Department
5	Shri Samir Ranjan Hazarika	Water Resources Department
6	Nangluhomseng Chiring Daosong	Water Resources Department
7	Smti Manashi Dutta	Water Resources Department
8	Shri Rainul Hussain Choudhury	Establishment of Chief Secretary
9	Shri Jitendra Singha	Hon'ble Chief Ministers Residence
10	Bishnu Prasad Bonia	Establishment of Sjt Phani Bhusan Choudhury, Minister of Food, civil supplies & CA etc.
11	Shri Shyamal Kr Saha	Establishment of Smti Pramila Rani Brahma, Minister of Social Welfare etc.
12	Shri Abhijit Hazarika	Establishment of Sjt Ranjit Dutta, Minister of H&T etc.
13	Shri Indra Prasad Saikia	Establishment of Sjt Ranjit Dutta, Minister of H&T etc.
14	Shri Ranjit Hazarika	Establishment of Sjt Chandra Mohan Patowary, Minister of Commerce & Industry etc.
15	Sri Kabul Das	Establishment of Sjt Rihon Daimary, Minister of PHE, Cooperation
16	Shri Sumanta Hazarika	Establishment of Sjt Chandan Brahma, Minister of Tourism, WPT&BC etc.
17	Sangkhang Mushahary	Establishment of Sjt Siddhartha Bhattacharya, Minister of Education, GDD, Law & Justice
18	Shri Pranjal Chainery	Establishment of Sjt Naba Kumar Doley, MOS(I) P&RD etc.
19	Shri Mahatsing Khataniar	Establishment of Sum Ronghang, Minister of Hills Areas Developmet, Mines and Minerals
20	Shri Raju Dev Roy	Establishment of Topon Kumar Gogoi, MoS(I), Power etc.
21	Shri Rabindra Nath	Establishment of Bhabesh Kalita, MoS(I), Irrigation etc.
22	Shri Biswajit Saha	Establishment of Pijush Hazarika, MoS Urban Dev, H&FW etc
23	Shri Kandarpa Thakuria	Establishment of Shri Biswaranjan Samal, IAS, Principal Secretary, Transport, etc.
24	Kalyan Kr. Medhi	Establishment of Sjt. Keshab Mahanta, Hon'ble Minister of Water Resources, etc. Deptts.
25	Smti. Himakshi Deka	Establishment of Sjt. Keshab Mahanta, Hon'ble Minister of Water Resources, etc. Deptts.
26	Shri Amrit Baruah	Establishment of Sjt. Keshab Mahanta, Hon'ble Minister of Water Resources, etc. Deptts.
27	Shri Bikash Das	Hon'ble Chief Ministers Residence
28	Shri Ekanta Gogoi	Hon'ble Chief Ministers Residence
29	Shri Koyel Dutta	Establishment of Sjt Parimal Suklabaidya, Minister of Excise, Env. & Forests etc.
30	Shri Kushal Boro	Establishment of Sjt Chandan Brahma,

K. Saha
31/10/19

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		Minister of Tourism, WPT&BC etc.
31	Shri Tutumoni Talukdar	Establishment of Sjt Chandrá Mohan Patowary, Minister of Commerce & Industry etc.
32	Shri Bishnu Mudoï	Establishment of Sjt Siddhartha Bhattacharya, Minister of Education, GDD, Law & Justice
33	Shri Mrinmoy Das	Establishment of Pijush Hazarika, MoS Urban Dev, H&FW etc
34	Shri Jiban Ch. Taid	Establishment of the Media Advisor to CM Shri H Goswami
35	Shri Subinoy Biswas	Establishment of Education Adviser to Govt. of Assam, Dr. Mihir Kanti Choudhury
36	Shri Chandan Saikia	Establishment of Chief Secretary
37	Upendrajit Pachani	Establishment of Addl Chief Secretary Sanjay Krishna, IAS, FCS&CA etc. Deptts
38	Shri Bipul Sutradhar	Establishment of Addl Chief Secretary, Social Welfare, Labour Welfare, Tea Tribes Welfare, Excise and Secretariat Administration (Archives) Deptts, Assam Shri Jishnu Baruah, IAS
39	Shri Nila Kamal Sarma	Establishment of Principal Secretary to the Chief Minister and Principal Resident Commissioner, Assam Bhawan, New Delhi Shri Sanjay Lohiya
40	Shri Chambal Brahma	Establishment of Principal Secretary to the Chief Minister and Principal Resident Commissioner, Assam Bhawan, New Delhi Shri Sanjay Lohiya
41	Pronab Chorei	Establishment of Principal Secretary, Higher Education Department Shri Manindar Singh
42	Shri Manoj Kr. Das	Establishment of Dr. M Angamuthu, Commissioner & Secretary, SAD, GAD etc.
43	Smti Purabi Karigapsa	Establishment of Commr. & Spl. Secy., PWD, Shri Rajesh Kemprai,
44	Kumar Krishna Chowdhury	Establishment of Commissioner & Special Secretary, PWD Shri Raj Chakraborty
45	Shri Tahrajar Rahman	Establishment of Secy., Urban Dev and Finance, Hitesh Dev Sarma, ACS
46	Shri Ajay Shankar Rabha	Establishment of Secy., Education (Higher) Deptt., Shri Deepak Mazumdar, IAS

Mudoi
21/10/19

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1 st November, 2019, from 3.30PM to 4.30PM		
1	Shuwala Borgohain	Urban Development (T&CP Cell) Department
2	Smti Smita Saikia	Urban Development (Municipal Administration Wing) Department
3	Amlandeep Nath	Urban Development (Municipal Administration Wing) Department
4	Juri Choudhury	Veterinary & AH Department
5	Krishna Banikya	Welfare of Plain Tribes & Backward Classes Department
6	Bhaskarjyoti Pegu	Welfare of Plain Tribes & Backward Classes Department
7	Shri Jyotirmoy Baruah	Tea Tribes Welfare Department
8	Smti Meera Devi	Water Resources Department
9	Smti Sunity Das Deka	Water Resources Department
10	Shri Anup Kr. Sinha	Water Resources Department
11	Deepamoni Patowary	Water Resources Department
12	Gulson Nunisa	Water Resources Department
13	Pranjit Phukan	Water Resources Department
14	Himangshu Jyoti Nath	Water Resources Department
15	Safiul Mujnabin Zaman	Welfare of Minorities Development Department
16	Shri Khirod Saikia	Establishment of Secy., PPG, etc. Alak Kumar Saharia, IAS
17	Sauradeep Nath	Establishment of Commissioner & Secretary, Industries and commerce etc Deptt., Shri S. S. Meenakshi Sundaram, IAS
18	Bhargab Chetia	Establishment of Secy., P & S Deptt., Neera Gogoi Sonowal, IAS
19	Sourav Jyoti Barman	Establishment of Secretary, Skill, Employment and Entrepreneurship Department Smti Honmille Teronpi
20	Hemen Kalita	Establishment of Secy., Revenue & DM, Home Deptts., Manoj Kumar, IAS
21	Shri Durga Ram Kalita	Establishment of Secretary, Home & Political Deptts., Shri Moniratna Mahanta, ACS,
22	Shri Dhiraj Kr. Nath	Establishment of Secretary, Welfare of Minorities & Dev and Act East Policy Affairs Deptts, Shri Tosheswar Muktiar, ACS,
23	Shri Mintu Kr. Das	Establishment of Secretary, Elementary Education & Cooperation Deptt., Mrs. Bandana Dutta Tamuly, ACS,
24	Shri Mir Nagib Hassan	Establishment of Secretary, Border Protection & Dev. Department Smti Prabhati Thaosen, ACS
25	Shri Imran Hussain	Establishment of Principal Secretary, Water Resources, PHE Deptt Shri Avinash Joshi, IAS
26	Samiran Dutta	Establishment of Secretary, Tourism & Transport Deptt., Shri Razvee Hussain, ACS,
27	Shri Bidyut Sharma	Establishment of Shri Hemen Das, Secretary, Social Welfare, Science & Technology Department
28	i) Angshuman Barman ii) Shri Dilip Kr. Baishya	Establishment of Comm. & Secy., Finance Deptt., Shri Nitin Khade, IAS,
29	Bishwajit Bora	Establishment of Rakesh Kumar, IAS Secy., Fisheries
30	Smti. Jonali Nath	Establishment of Smti. Ruby Borah, IAS Secy., UDD
31	Shri Gautam Das	Establishment of Shri Ranjan Chakraborty, IAS Secy., C.M's Sectt.
32	Shri Dhanjit Das	Establishment of Shri Lalit Gogoi, IAS, Secretary, Transport
33	Shri Binod Deka	Establishment of Chandrima Baruah, IAS, Secy., Parliamentary Deptt.
34	Shri Funkha Basumatary	Establishment of Smti. Ranjana Barua, ACS, Commissioner & Secretary, Tea Tribes Welfare and Excise Deptts.
35	Raju Teron	Establishment of Shri Devajyoti Hazarika, ACS Secy., veterinary & AH Deptt
36	Shri Dhaneswar Nath	Establishment of Shri Sanjeev Kumar Sharma, L..R-cum-Commissioner & Secretary, Judicial Deptt.
37	Dilep Sen Deka	Science & Technology Deptt

Nava
30/11/19