

URGENT  
FIXED DATE  
(17-01-2022)

GOVERNMENT OF ASSAM  
GENERAL ADMINISTRATION(SECTT. ESTT) DEPARTMENT  
DISPUR :: GUWAHATI - 6  
Block - A, Ground Floor, Janata Bhawan, sad.assam@gov.in, sad.assam.gov.in

No. S(E)37/2021/19

Dated : Dispur the 12<sup>th</sup> Jan, 2022

From : Shri Umananda Doley, IAS  
Secretary to the Govt. of Assam,  
General Administration Department

To : 1. The Additional Chief Secretary/Principal Secretary/Commissioner and Secretary/  
Secretary to the Govt. of Assam,  
.....Department, Dispur, Guwahat-6  
2. ....Departmenta, Dispur, Guwahati-6

Sub: Interactive session of Officials of Assam Secretariat with Hon'ble Chief Minister, Assam  
regarding launch of Project Sadbhawana on 17<sup>th</sup> January, 2022

Sir / Madam,

With reference to subject cited above, I am directed to inform you that Hon'ble Chief Minister, Assam desires to hold interactive session with the Officials of Assam Secretariat on 17<sup>th</sup> January, 2022 at 11.00 A.M. at Srimanta Sankardev Kalakshetra, Panjabari in connection with the launch of Project Sadbhawana.

You are therefore requested kindly to depute the Superintendents, Senior Administrative Assistants, Junior Administrative Assistants and Computer Operators of your Department as mentioned in the Annexure attached to attend the said interactive session.

Buses for the officials to attend the said programme will be arranged from Janata Bhawan premises at 09.00 A.M. on 17-01-2022.

All officials should wear mask and maintain proper COVID protocols.

Yours faithfully

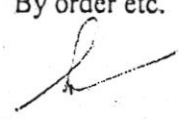
Sd/- Umananda Doley, IAS  
Secretary to the Govt. of Assam,  
General Administration Department  
Dated : Dispur the 12<sup>th</sup> Jan, 2022

Memo No. S(E) 37/2021/19-A

Copy for information and necessary action to:-

1. P.P.S. to Hon'ble Chief Minister, Assam for kind information of Hon'ble Chief Minister.
2. S.O. to Chief Secretary, Assam for kind information of Chief Secretary.
3. P.S to Principal Secretary to Hon'ble CM, Assam for kind information of Principal Secretary.
4. Managing Director, ASTC, Paltanbazar, Assam. He is requested kindly to arrange 20 numbers of Buses for transportation of the Janata Bhawan staff to and fro Srimanta Sankardev Kalakshetra on 17-01-2022 at 08.00 A.M.
5. Secretary, Srimanta Sankardev Kalakshetra, Panjabari. He is requested to reserve the Sankardev International Auditorium for the purpose mentioned above on 17-01-2022.
6. P.S. to Commissioner & Secretary to the Govt. of Assam, General Admn. Deptt. for kind information of Commissioner & Secretary.
7. Nazir, Assam Secretariat. He is requested to arrange for the lunch and delicacies as requested by the Principal Secretary to Hon'ble Chief Minister vide Letter No. PR.SECY/CMO/07/2021/57 dated 10<sup>th</sup> January, 2022.
8. Office copy.

By order etc.

  
Additional Secretary to the Govt. of Assam  
General Administration Department

## List of Officials Department wise / Cadre wise to be deputed

Sl. No.	Name of the Department	No. of Officials to be deputed			
		Superintendent	Sr.A.A.	Jr.A.A.	C.O
1	Animal Husbandry & Veterinary Department	2	3	1	1
2	Act East Policy Affairs Department	1	1	-	1
3	Administrative Reforms and Training & PPG Department	2	4	6	1
4	Agriculture Department	1	4	3	1
5	Border Protection & Development Department	1	3	1	1
6	Co-Operation Department	1	3	3	1
7	Chief Minister's Secretariat	2	8	9	2
8	Cultural Affairs Department	1	1	2	1
9	Education Department	4	17	7	2
10.	Excise Department	1	2	1	1
11	Election Department	1	3	5	1
12	Environment & Forests Department	1	5	1	1
13	Finance Department	12	38	15	2
14	Food, Civil Supplies & Consumer Affairs Department	3	5	2	1
15	Fisheries Department	1	2	1	1
16	General Administration (A&B) Department	1	4	3	1
17	General Administration (Sectt Admn) Department	7	Estt-3 Accounts-15 G Cell- 2 Nazarat-2 Issue-5 Vehicle Cell-2	Estt-4 Accounts-6 G Cell-2 Nazarat-2 Issue-3 Vehicle Cell-1	1

18	Housing & Urban Affairs Deptt	2	8	3	1
19	Handloom, Textiles & Sericulture Department	1	1	1	1
20	Hill Areas Development Department	1	2	2	1
21	Home (A,B & C) Department	3	12	7	1
22	Health & Family Welfare (A & B) Department	2	8	3	2
23	Indigenous and Tribal Faith and Culture Department	1	1	1	-
24	Industries, Commerce & PE Department	2	7	2	1
25	Implementation of Assam Accord Department	1	1	1	1
26	Printing & Stationery and IPR Department	2	5	1	1
27	Information Technology Department	1	2	1	1
28	Irrigation Department	3	7	5	1
29	Judicial Department	1	3	3	1
30	Legislative Department	1	3	2	1
31	Labour Welfare Department	1	3	2	1
32	Mines & Minerals Department	-	1	1	1
33	Power Department	-	3	1	1
34	Panchayat & Rural Development (A,B & C) Department	3	10	3	1
35	Parliamentary Affairs Department	1	1	2	1
36	Personnel (A & B) Department	2	8	2	1
37	Political (A & B) Department	2	8	7	1

38	Public Health Engineering Department	1	2	1	1
39	Public Works Department	6	30	8	1
40	Revenue & Disaster Management Department	4	20	11	1
41	Science, Technology & Climate Change Department	1	1	1	1
42	Skill, Employment & Entrepreneurship Department	1	1	2	1
43	Sports & Youth Welfare Department	1	2	1	1
44	Social Welfare Department	1	2	2	1
45	Soil Conservation Department	1	2	-	1
46	Tea Tribes Welfare Department	1	2	-	1
47	Tourism Department	1	1	1	1
48	Transport Department	1	3	2	1
49	Transformation & Development Department	1	5	2	1
50	Welfare of Bodoland Department	1	1	1	1
51	Welfare of Plain Tribes & Backward Classes Department	1	5	1	1
52	Welfare of Minorities Development Department	1	1	1	1
53	Water Resources Department	2	9	6	1
<b>Total</b>		<b>97</b>	<b>313</b>	<b>168</b>	<b>56</b>

Grand Total-----634

**GOVERNMENT OF ASSAM  
GENERAL ADMINISTRATION (SECTT. ESTT.) DEPARTMENT  
DISPUR ::: GUWAHATI-6**

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

File No.S(E) 37/2021/24

Dated Dispur, the 13<sup>th</sup> Jan, 2022

**OFFICE ORDER**

In continuation of this Department's letter No. S(E) 37/2021/19 dated 12<sup>th</sup> January, 2022, it is for information of all the officials of Assam Secretariat who are attending the interactive session with Hon'ble Chief Minister, Assam on 17<sup>th</sup> January, 2022 at 11.00 A.M. at Srimanta Sankardev Kalakshetra in connection with the launch of Project Sadbhawana that the mandatory requirements relating to Covid-19 pandemic have been stated as follows :

1. Officials should bring the Certificate of double vaccination or should be able to produce it on mobile.
2. Officials should wear face mask.

Sd/-

Sandita Baruah Bora  
Additional Secretary to the Govt. of Assam,  
General Administration Department

Memo File No.S(E) 37/202/24-A


Dated Dispur, the 13<sup>th</sup> Jan, 2022

Copy to:-

1. P.P.S. to Hon'ble Chief Minister, Assam for kind information of Hon'ble Chief Minister.
2. S.O. to Chief Secretary, Assam for kind information of Chief Secretary.
3. P.S to Principal Secretary to Hon'ble CM, Assam for kind information of Principal Secretary.
4. P.S. to Commissioner & Secretary to the Govt. of Assam, General Admn. Deptt. for kind information of Commissioner & Secretary.
5. P.S. to Secretary to the Govt. of Assam, General Admn. Deptt. for kind information of Secretary.
6. All Departments of Janata Bhawan.
7. Nazir, he is requested to arrange hand sanitization at the entry points.
8. Office copy.

By order etc.,



Additional Secretary to the Govt. of Assam,  
 General Administration Department