



GOVERNMENT OF ASSAM
GENERAL ADMINISTRATION DEPARTMENT
DISPUR :: GUWAHATI-6

Block-A, 2nd Floor, Janata Bhawan, gadassam2011@gmail.com, gad.assam@gov.in, gad.assam.gov.in

No.GAG(A)39/2018/179

Dated- Dispur, the 20th November 2019.

OFFICE ORDER

All Assistants and Computer Operators of General Administration Department are hereby requested to attend the Review Meeting for the Updated Status of the Website of General Administration Department as per the date, time and venue mentioned below:

Date	Time	Venue
28-11-2019	1500 hrs	Conference Hall, 2 nd Floor, Block- A, Janata Bhawan, Dispur.

Sd/-

(Shri N. Pathak, ACS)

Deputy Secretary to the Govt. of Assam,

General Administration Department

Memo No.GAG(A)39/2018/179-A

Dated- Dispur, the 20th November 2019.

Copy to:

- 1) All Joint Secretaries to the Govt. of Assam, General Administration Department, Dispur for kind information. They are requested kindly to make it convenient to attend the meeting.
- 2) All Deputy Secretaries to the Govt. of Assam, General Administration Department, Dispur for kind information. They are requested kindly to make it convenient to attend the meeting.
- 3) Under Secretary to the Govt. of Assam, General Administration Department, Dispur for kind information. He is requested kindly to make it convenient to attend the meeting.
- 4) Smti Anindita Kashyap, ACS, Protocol Officer, General Administration Department, Dispur for kind information. She is requested kindly to make it convenient to attend the meeting.
- 5) All Superintendents of General Administration Department for kind information. They are requested kindly to make it convenient to attend the meeting.
- 6) P.A. to Secretary to the Govt. of Assam, General Administration Department, Dispur for kind appraisal of the Secretary.
- 7) All concerned Assistants and Computer Operators of General Administration Department for kind information and necessary action.
- 8) The Nazir, Secretariat Administration (N) Department, Dispur for information. He is also requested kindly to provide Tea & Snacks for approx. 40 persons. Further, he is requested to arrange for Projector, Laptop/Computer, Internet connection for the said meeting at the venue.
- 9) Website of General Administration Department. (<https://gad.assam.gov.in>).

By order etc.,

(Shri N. Pathak, ACS)

Deputy Secretary to the Govt. of Assam,

General Administration Department

24/11/19