



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

Dated: Dispur, the 27th October, 2021

ORDER BY THE GOVERNOR OF ASSAM
NOTIFICATION

No.GAG(B)249/2021/4 : In the interest of public service, a State Level Steering Committee comprising of the following members is hereby constituted for implementation of e-Office system in Districts:

1. Additional Chief Secretary, Information Technology Deptt., Dispur- **Chairman**.
2. Principal Secretary, AR&T Deptt., Dispur- **Member**.
3. Commissioner & Secretary, GAD, Dispur - **Member Secretary**.
4. State Informatics Officer, NIC, Assam – **Member**.
5. Secretary, GAD, Dispur- **Member**.
6. Technical Director, NIC, Assam- **Member**.

The Committee shall have the following responsibilities:

- a. Will coordinate and steer the overall implementation as per the timeline proposed.
- b. Provide guidance to the district administration in matters of implementation.
- c. Suggest Budget projection for e-Office.
- d. Promote a participative strategy in the implementation so that responsibility and ownership is taken by the district administration.

Sd/-

(M.S. Manivannan, IAS)

Commissioner & Secretary to the Govt. of Assam,
General Administration Department.

Memo No. GAG(B)249/2021/4-A

Dated: Dispur, the 27th October, 2021

Copy to:

- 1) The Commissioner & Secretary to the Governor of Assam, Guwahati - 1.
- 2) The P.P.S. to the Hon'ble Chief Minister, Assam.
- 3) The S.O. to the Chief Secretary, Assam.
- 4) All concerned members.
- 5) All Administrative Departments, Dispur, Assam.
- 6) All Divisional Commissioners
- 7) All Deputy Commissioners.
- 8) All Assam Houses.
- 9) The Director, Directorate of Sainik Welfare, Assam.
- 10) Website of GAD.

By order etc.,

M.S. Manivannan
27/10/21

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