

Government of Assam
Office of the Principal Secretary
General Administration Department
Janata Bhawan, Dispur, Guwahati-06

Dated Dispur, the 29th January, 2022

OFFICE ORDER

No. PS/AJ/Misc/2019/107 : For quick disposal of Departmental works the Commissioner & Secretary to the Govt. of Assam, General Administration Department is hereby allowed to dispose the following works of General Administration Department (which also include the erstwhile Secretariat Administration Department) at his own level.

1. Matter relating to Pension, GIS
2. Matters relating to sanction of non refundable GPF advance.
3. Matter relating to medical reimbursement.
4. Matter relating to leave encashment.
5. Matter relating to LTC.
6. Arrear salary.
7. Matter relating to annual increment.
8. Matter relating to transfer and posting of drivers and Grade-IV.
9. Matters relating to Gradation and confirmation of drivers and Grade-IV staff.
10. Matter relating to ACR of non gazetted staff.

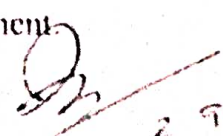
Sd/- (Avinash Joshi)
Principal Secretary to the Govt. of Assam
General Administration Department

Memo No. PS/AJ/Misc/2019/107-A

Dated Dispur, the 29th January, 2022

Copy to:

1. The Commissioner & Secretary, General Administration Department.
2. The Secretary, General Administration Department.
3. The Additional Secretary, General Administration (Sectt. Fstt.) Department.
4. The Joint Secretary, General Administration Department.
5. The Sr. Financial Adviser, General Administration Department.
6. P.S. to Hon'ble Minister, General Administration Department.
- ✓ 7. All Superintendents, General Administration Department.


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