



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

Block-A, 2nd Floor, Janata Bhawan, email-ID:-gad.assam@gov.in, Website:-https://www.gad.assam.gov.in

Dated Dispur, the 21st March, 2020.

OFFICE ORDER

No. GAG(B).122/2020/5:- In the light of S.A(E) Department's order No.S(E).30/2020/12, dated 21st March, 2020, a weekly roster duty for the officials of General Administration Department has been prepared as shown below :

Sl. No	Name of employees to attend office (from 23-3-2020 to 26-3-2020)	Name of employees to attend office (from 27-3-2020 to 31-3-2020)
1	Smti. Pratima Dey Purkayastha, Supdt.	Shri Arunangshu Bhattacharjee, Supdt.
2	Smti. Ritamoni Borkakoti, Sr. AA	Shri Ajit Chandra Nath, Supdt
3	Shri Amitabh Goswami, Sr. AA	Shri Manashjyoti Sarma, Sr.AA
4	Smti Amrita Baruah, Sr.AA	Shri Bibekananda Das, Sr.AA
5	Smti Hemlata Taro, Sr.AA	Smti Bornali Gogoi, Sr.AA
6	Shri Kirti Kamal Talukdar, Sr.AA	Shri Mohan Baruah, Sr.AA
7	Shri S. Changsan, Sr.AA	Shri Ranjan Kr. Nath, Sr.AA
8	Shri Dipjyoti Nath, Sr.AA	Shri Kshirod Sarma, Jr. AA
9	Smti Niru Borah Baruah, Jr.AA	Shri Arjun Haloi, Jr.AA
10	Smti Rimli Borah, Jr.AA	Smti Pratyasha Dutta, Jr.AA
11	Shri Pinku Sarma, Jr.AA	Shri Dhruvajyoti Patowary, Jr.AA
12	Shri Debraj Purkayastha, Jr.AA	Shri Rahul Kashyap, Jr.AA
13	Shri Kishore Dutta, C.O	Shri Hemen Medhi, Sr.C.O
14	Shri Abhijit Kakoti, C.O	Smti Urmimala Mahanta, C.O
15	Shri Pankaj Sarma, D.E.O	Shri Dipjyoti Sarma, Monitor
16	Shri Dipak Deka, Peon	Shri Dipak Das, Peon
17	Shri Biren Boro, Peon	Shri Dodan Rabha, Peon
18	Shri Bobby Sonar	

All Officials /employees who are working from home on that particular Day as per their roster drawn up should be available on telephone, mobile phone and electronic means of communication at all times. The period of working from home shall not be treated by the Official /employee as leave. They should attend Office if called for any exigency or work.

Deputy Secretary to the Govt. of Assam
General Administration Department

Dated Dispur, the 21st March, 2020

Memo No. GAG (B).122/2020/5-A

Copy forwarded for information & necessary action to:-

1. P.S. to Commissioner & Secretary, General Administration Department, Dispur, Guwahati-6.
2. All Officer/ Officials concerned

By Order etc.

Deputy Secretary to the Govt. of Assam
General Administration Department