

**FIXED DATE**

**GOVERNMENT OF ASSAM**  
**e-Governance Unit, FINANCE (Estb.-B) DEPARTMENT**

NO.FEB (eGU).06/2016/7

Dated Dispur the 6<sup>th</sup> May, 2016

From : **L. Choudhury, ACS,**  
**Deputy Secretary to the Government of Assam,**  
**Finance Department, Dispur,**

To: 1. **The Commissioner & Secretary to the Government of Assam,**  
**Pension & Public Grievance Department, Dispur, Guwahati-6**

Sub : **Hands on Training on online Ceiling Module.**

Sir,

With reference to the above, I am directed to inform you that Finance Department is going to organize **Hands on Training on online Ceiling Module.**

In this regard, you are requested kindly to direct Sr.FA/FA and one dealing Assistant from Administrative Dept as well as FAO/Sr FAO and one dealing assistant from each Head of the Departments under your administrative control to attend the Training as per scheduled mentioned below.

Date & Time	Administrative Department	Head of Department	Venue
12.05.2016	Pension & Public Grievance	Directorate of Pension (PEN)	Training Hall, Finance Department, 1 <sup>st</sup> Floor, Block-F
10.30 AM to 12.30 PM			

Further, HoDs may be requested to bring the budget distribution in either Soft copy or Hard copy for the financial year 2016-17 as per the approved Vote on Accounts.

Yours faithfully,

**Deputy Secretary to the Government of Assam**  
**Finance Department, Dispur, Guwahati**

Memo. No.FEB (eGU).06/2016/7 -A

Dated Dispur the 6<sup>th</sup> May, 2016

Copy to:

1. P.S to the Additional Chief Secretary, Finance Department, for kind information of Additional Chief Secretary.
2. P.S to the Commissioner & Secretary (RK/ST/IH) to the Government of Assam, Finance Department, for kind information of Commissioner & Secretary.
3. Shri D.K. Bora, Dy Director, Finance (Budget) Dept. He is requested to coordinate the training session as per schedule as well as also allow the concerned dealing assistant of Finance (Budget) dept who is responsible for issuing ceiling to the aforesaid Administrative Deptt. to attend the training programme.
- ✓ 4. Technical Support Group of M/s KRAN Consulting Pvt. Ltd. for information and necessary action. They are requested to make presentation and demonstration of the software to the concerned department and attend the training programme without fail.

By orders etc.

*by L. Choudhury*  
**Deputy Secretary to the Government of Assam,**  
**Finance Department, Dispur,**

*9/5/16*