

GOVT OF ASSAM
FINANCE (ESTABLISHMENT – B) DEPARTMENT
DISPUR :: GUWAHATI-6

OFFICE ORDER

Dated Dispur the 29th December, 2020

FEB.366/2016/Pt.VI/8.: Government in Finance Department is hereby declared eGovernance Unit of Finance Department as Project Management Unit (PMU), AS-CFMS. Further, the following members/ officials/ officers attached with the project are designated with project designation with the responsibilities assigned for them as shown against their names:

	Employee	Substantive Post Held in Government	Designation under ASPIRe	Primary Job Responsibility (in addition to ad hoc assignments)
1	Shri Suparna Chakraborty	Sr. Administrative Assistant	Administrative Official	1. Implementation of AA/FS Module under FM IS systems 2. Matters Relating to Domain Expert — Regulation 3. Coordination with stakeholders for the matter of revision of Budget Manual, DFPR and other Rules and Manuals under Finance Department
2	Shri Bhaskar Mahanta	Assistant Publicity Official	Administrative Official (Social Media)	1. Matters Relating to Social Media of Finance Department 2. Matters Relating to Communication, graph is designing & audio-visual related matters 3. Matters Relating to ePrastuti of Finance Department
3	Shri Pranjal Konwar	Sr. Administrative Assistant	Administrative Official (Procurement)	1. Procurement Matters 2. FM S AMC 3. GeM support 4. FM IS Server related matters 5. Maintenance of ASPIRe office 6. Coordination with Transport, Revenue, Forest and Mines & Minerals Departments for revenue Augmentation under ASPIRe
4	Shri Mujammil Ali	Sr. Administrative Assistant	Administrative Official (Procurement)	1. Procurement Matters 2. GeM support 3. Asset Management of Finance Department 4. e Prastuti Training 5. Matters relating to civil works under Finance Department 6. Matters relating to LEAP Cell 7. Matters relating to EAP

				Portal
5.	Smti Upasana Bhuyan	Assistant Audit Officer	Developmental Technical Official	<ol style="list-style-type: none"> 1. Implementation of Salary Bill and Other Bills Modules under FMIS systems. 2. Matters relating to Operational Support persons in treasuries/sub-treasuries. 3. Budget Transparency Initiatives - matters relating to publishing of Child budget, Gender Budget, Outcome budget, Open budget initiative. 4. Coordination with UNICEF for driving the Child Budget Initiative under Finance Department 5. Matters relating to coordination with AG Office for integration of FMIS systems with AG Systems. 6. Local Fund Audit Reforms
6.	Smti Kalpana Das	Computer Operator	Administrative Official	<ol style="list-style-type: none"> 1. Coordination with master trainers of all Admn. Departments for AA/FS module under FinAssam. 2. Assistance in IT related matters. 3. ePrastuti Training Coordination for convening meetings under project, compiling presentations and coordination with concerned officials for minutes of the meeting.
7.	Shri Munin Sarma	Deputy Accounts Officer	Finance Officer	Accounts matters
8.	Shri Debajit Phukan	Deputy Accounts Officer	Developmental Technical Official	<ol style="list-style-type: none"> 1. Overall Project management and coordination. 2. Works and Procurement matters.
9.	Shri Tamajyoti Bose	Assistant System Administrative	Developmental Technical Official	<ol style="list-style-type: none"> 1. Overall Project management and coordination 2. Technical Matters under ASPIRe
10.	Shri Avikesh Dutta	Sr. Admn. Assistant, Finance (Taxation) Department)	Administrative Official	<ol style="list-style-type: none"> 1. Matters relating to Commercial Taxes. 2. Refurbishment of Finance Department.
11.	Shri Mrinal Saikia	Sr. Admn. Assistant. Finance (Estt B)	Administrative Official	<ol style="list-style-type: none"> 1. Procurement Matters 2. Matters relating to Financial Rules under

		Department)		Finance Department
12.	Smti Jinee Choudhury	Sr. Administrative Assistant. Finance (Budget) Department)	Administrative Official	1. Matters relating to Budget Modules under' F M IS. 2. Matters to relating Pension Automation under FMIS
13.	Shri Bikash Haloi	Research Assistant, Finance(Budget) Department	Administrative Official	1. Monthly Expenditure Report generation and submission to Higher Officials 2. Budget Disclosure — Compilation and Publishing of Budget Highlights.
14.	Smti Rashmi Baruah	Research Assistant Finance(Budget) Department	Administrative Official	1. Budget Disclosure- Compilation and Publishing of Analytical statement 2. Coordination regarding SDG and Outcome Budget
15.	Shri Parijat Chetia	Research Assistant, Finance(Budget) Department	Administrative Official	1. Budget Disclosure — Compilation and Publishing of Action Taken Report of Budget Announcements.

Sd/-Shyam Jagannathan, IAS
Commissioner & Secretary to the Govt. of Assam
Finance Department.
Dated Dispur the 29th December , 2020

Memo No. FEB.366/2016/Pt.VI/8-A
Copy for information :

1. P.S. to Principal Secretary to the Govt.of Assam , Finance Department for kind information of the Principal Secretary.
2. The Commissioner & Secretary to the Govt.of Assam and Project Director ASPIRe, AS-CFMS.
3. The Deputy Secretary to the Govt. of Assam and Additional Project Director, ASPIRe, AS-CFMS .
4. Person concerned.
5. eGovernance Unit for necessary uploading.

By order etc.,

Mahua

Deputy Secretary to the Govt.of Assam
Finance (Establishment -B) Department