

**GOVERNMENT OF ASSAM**  
**FINANCE (ESTABLISHMENT-B) DEPARTMENT**  
**DISPUR, GUWAHATI – 781006**

No.FEB.194/2019/20

Dated Dispur the 4<sup>th</sup> February, 2020

**OFFICE MEMORANDUM**

**Sub : Regarding providing Accounts training.**

District Legal Aid Cells operating in various districts have been suggested to send their junior level staffs for training on accounts and methods of maintaining various books related to accounts to the nearest establishments where there is Accounts Officers or in-charge Accounts Officers. It is therefore directed to all the Accounts Officers & i/c Accounts Officer/ Deputy Accounts Officers concerned to prepare at least two weeks' training schedule for the staff of the District Legal Aid Cells when approached without hampering their official works.

Sd/-Udayan Hazarika, IAS  
Secretary to the Govt. of Assam,  
Finance (Establishment-B) Department.

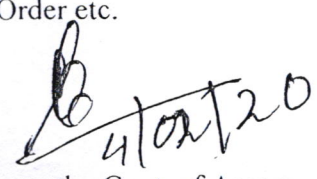
Memo No.FEB.194/2019/20 – A

Dated Dispur the 4<sup>th</sup> February, 2020

Copy forwarded for information and necessary action to :

1. District Legal Aid Cells for information and necessary action
2. All Deputy Commissioners.
3. Director, Accounts and Treasuries, Assam with a request to circulate the O.M. to all concerned.
4. All Executive Engineer,
5. All Accounts Officer
6. The eGU. of Finance Department for uploading in the website.

By Order etc.

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