

**GOVERNMENT OF ASSAM
FINANCE (BUDGET) DEPARTMENT**

No.BB.215/2011/Pt/109

Dated Dispur the 8th March, 2017

From : Dr. Ravi Kota, IAS
Commissioner & Secretary to the Govt. of Assam
Finance Department

To : Addl Chief Secretaries / Principal Secretaries / Commissioner & Secretaries /
Secretaries / HoDs.

..... Department

Sub: Issue of Ceiling directly to the DDOs – Training for Absentees.

Ref: Letter No. No.BB.215/2011/Pt/107 Dated 28th February, 2017.

Sir,

This has reference to the above and the training program organized from 3rd March to 6th March, 2017 in this regard. It is noted that officers under few HoDs have not attended the training.

It is reiterated that, the Budget should compulsorily be distributed to the DDOs, for the DDO to incur any expenditure against the respective Head of Account. To facilitate the smooth implementation of the new process, it is also mandatory for all DDOs to be verified by the respective Administrative Department / HoD. As the Distribution of Budget facility will be enabled tentatively by 15th March, 2017, it is required that all DDOs are verified and their complete information updated on the Finance Department Portal (finassam.in) before **15th March, 2017.**

It may be noted that for those DDOs whose details are not verified and updated on the Finance Portal, the respective Departments / HoDs will not be able to distribute the budget and consequently the DDO will not be able to submit bills at the Treasury for any expenditure.

For the benefit of those who did not attend the original programme, one more training program is scheduled on 14th March, 2017 at the Training Hall (1st Floor, 'F' Block), Finance Department. You are once again kindly requested to nominate the concerned officers for the training as per the attached schedule.

This has the approval of the Hon'ble Finance Minister, Assam.

Yours faithfully


(Dr. Ravi Kota IAS)

Commissioner & Secretary to the Govt. of Assam
Finance Department

MemoNo.BB.215/2011/Pt/109 – A

Dated Dispur the 8th March, 2017

Copy Forwarded to:

1. PS to the Addl. Chief Secretary to the Govt. of Assam, Finance Department for kind information of Addl. Chief Secretary
2. PS to the Commissioner & Secretary (IH/ST) to the Govt. of Assam, Finance Department for kind information of Commissioner & Secretary.


(Dr. Ravi Kota IAS)

Commissioner & Secretary to the Govt. of Assam
Finance Department

TRAINING SCHEDULE FOR DDO VERIFICATION & ONLINE BUDGET DISTRIBUTION

Venue : Training Hall (1st Floor, F Block), Finance Department

Date: 14th March, 2017

Date	Time	Name of the Dept.	Name of Head of Department
14.03.2017	10:30am - 12:30pm	Administrative Reforms and Training Department	Assam Administrative Staff College
		Animal Husbandry & Veterinary Department	Directorate of Animal Husbandry & Veterinary (AHV)
		Animal Husbandry & Veterinary Department	Directorate of Dairy Development (DD)
		Assam Legislative Assembly Secretariat	Assam Legislative Assembly Secretariat (ALA)
		Environment & Forest Department	Principal Chief Conservator of Forest (FOR)
		Finance Establishment B	Directorate of Audit (Local Fund) (AUD)
		Finance Establishment B	Directorate of Accounts & Treasuries (AAT)
		Finance Establishment B	Directorate of Financial Inspection
		Finance Establishment B	Directorate of Small Savings
		Finance Establishment B	Directorate of State Lotteries
		Finance Taxation	Commissioner of Taxes (TAX)
14.03.2017	01:30pm - 03:30pm	General Administration Department	Directorate of Sainik Welfare (SW)
		General Administration Department	Directorate of Trade Adviser
		Governor Secretariat	Governor's Secretariat
		Health and Family Welfare Department	Directorate of Medical Education (DME)
		Health and Family Welfare Department	Chief Medical Officer, ESI scheme
		Industries and Commerce Department	Directorate of Tea
		Legislative Department	Assam Law Commission
		Legislative Department	Assam Official Language Commission
		Mines & Minerals Department	Directorate of Geology & Mining (GAM)
		Minorities Development Department	Director of Char Area Development
Municipal Administrative Department	Directorate of Municipal Administration		

		Political Department	Foreigner's Tribunal (IMD)
14.03.2017	3:30pm - 5:30pm	Public Health Engineering Department	Chief Engineer, Public Health Engineering (PHE)
		Public Works (Buildings & NH) Department	Chief Engineer, Building (PWB)
		Public Works (Roads) Department	Chief Engineer, Roads (PWR)
		Public Works Department	Chief Engineer, (NH Works)
		Registration Department	Registration of Firms and Societies
		Revenue and Disaster Management Department	Assam Board of Revenue
		Revenue and Disaster Management Department	Assam State Disaster Management Authority
		Town and Country Planning	Directorate of Town and Country Planning(TCP)
		Welfare of Plain Tribes & Backward Classes Department	Directorate of WSC
		Welfare of Plain Tribes & Backward Classes Department	Directorate of Assam Institute of Research for Tribal and SC
		Welfare of Plain Tribes & Backward Classes Department	Directorate of Tea Garden & Ex Tea Garden Tribes (TEA)