

**GOVERNMENT OF ASSAM  
FINANCE (ESTT-B) DEPARTMENT**

NO. FEB.218/2015/58

Dated Dispur 19/10/2016

From:- Sri Simanta Thakuria, IAS  
Commissioner & Secretary to the Govt. of Assam  
Finance Department

To: Sr. most Secretary to the Govt. of Assam (All)  
Head of Departments (All)  
Treasury Officer (All) (through DoAT)

Sub:- Meeting on recent notifications issued by Finance Department simplifying the procedures

Sir/Madam,

With reference to the subject cited above I am directed to inform you that Hon'ble Minister, Finance will take a meeting on 21/10/2016 at 10 O' clock at Assam Administrative Staff College, Khanapara, Guwahati -781022.

The tentative agenda of the meeting is as follows:-

- (a) Briefing on the notification issued vide No.FEB.122/2015/27 dtd.27/09/2016 on retention of posts
- (b) Briefing on the notification issued vide No.FEB.122/2015/28 dtd.27/09/2016 on the need of SIU's approval for releasing first salary of employees
- (c) Briefing on the notification issued vide.No.FEB.122/2015/28 dtd.27/09/2016 on the procedure for drawing salaries of Grade III and IV employees transferred inter-district
- (d) Pending Utilisation Certificates
- (e) Utilisation of funds( plan expenditure) up to 15/10/2016 by each dept. under 2016-17
- (f) Any other matter/feedback from the depts.

In view of seating constraints, only Sr. most Secretaries and HoDs are requested to be present in the meeting

You are, therefore, requested to make it convenient to attend the meeting positively on the aforesaid date, time and venue.

Yours faithfully

*[Handwritten Signature]*  
19/10/16

Commissioner & Secretary to the Govt. of Assam  
Finance Department

Memo No. FEB.218/2015/58-A

Dated Dispur 19/10/2016

Copy to:-

1. SO to CS for appraisal of CS.
2. Commissioner & Secretary to HCM for appraisal of HCM
3. PS to HFM for appraisal of HFM
4. AG, Assam with a request to depute concerned officer
5. Ps to Addl CS, Finance for appraisal of Addl CS

By order etc.

*i/c* 2- Govt. Unit, Finance Dept.  
Pl. upload the same in  
Govt. Web-Site.

*[Handwritten Signature]*  
Commissioner & Secretary to the Govt. of Assam  
Finance Department

*[Handwritten Signature]*  
19/10/16  
C. S. Fin (ESTT-B) Dept.