

GOVERNMENT OF ASSAM
FINANCE (ESTABLISHMENT-B) DEPARTMENT
DISPUR, GUWAHATI – 6.

No.FEB.300/2016/7

Dated Dispur the 11th November, 2016.

OFFICE ORDER

In pursuance of the provision of sub-section (I) and (2) of Section 5 of the Right to Information Act, 2005 (No 22 of 2005) and in modification of orders issued from time to time in this regard, the following officers are hereby designated as State Public Information Officer and Assistant State Public Information Officer to provide information under the Act.

State Public Information Officer

Sl. No.	Name and Designation	Office Address	Telephone Number	e-Mail address
01	Shri Hareswar Kalita, Deputy Secretary	Room No.F-001 Ground Floor, Finance (EC-I) Deptt.	98543-25706	
02	Shri Ranjan Chakroborty, Deputy Secretary	Room No.F-001 Ground Floor Finance (EC-II) Deptt.	84860-87135	
03	ShriMahadev Ch. Baishya, Deputy Secretary	Room No.222 2 nd Floor Finance (Estt.-B) Deptt.	81350-04568	baishyamahadevchandra@g mail.com
04	Shri Naren Ch. Das, Deputy Secretary	Room No. 219 2 nd Floor Finance (SIU) Deptt.	98542-27571	narendas0123@gmail.com
05	Shri Ratul Ch. Kakaty, Under Secretary	Room No.F-017 Ground Floor, Finance (EC-III) Deptt.	98640-85149	ratulkakati@yahoo.com
06	Shri Sudarshan Sarma, Under Secretary	Room No.F-002 1 st Floor Finance (Budget) Deptt.	98540-78452	sudarshansarma91@gmail.c om
07	Shri Lila Kanta Borah, Under Secretary	Room No. 225 2 nd Floor Finance (Estt.-A) Deptt.	96132-10473	lilakantaborah60@gmail.co m
08	Shri Bhaskar Panda, Under Secretary	Room No.F-221 2 nd Floor Finance (IF) Department	95083-61576	bhaskar791@gmail.com
09	Shri Monomahan Das, Under Secretary	Room No.2 nd Floor Finance (PRU) Deptt.	97066-73939	
10	Shri Prasanta Phukan, Joint Director	Room No.F-102 1 st Floor Finance (Eco. Aff.) Deptt.	98643-22342	prasantaphukan@hotmail.c om
11	Smti. Nirala Borah, Under Secretary	Room No. F-006 Ground Floor Finance (A & F) Deptt.	98642-71303	niralaborah1960@gmail.co m
12	Smti. Bipasha Kherkatary, Under Secretary	Room No.001 1 st Floor Finance (Taxation) Deptt.	88227-53903	bipashakherkatari11@gmai l.com

2. Further, to remove difficulties face by RTI applicants in approaching the appropriate PIO, a Nodal Officer for RTI Cell has been designated with the authority to receive requests for information on behalf of all PIOs under the Finance Department. The Nodal Officer will be assisted by three support staff including one Computer Operator.

Assistant State Public Information Officer/Nodal Officer/Support Staff for RTI Cell

Sl. No.	Name and Designation	Office Address	Telephone Number	e-Mail address
01	Shri Bharat Thakuria, Under Secretary, ASPIO & Nodal Officer	Room No.F-216 2 nd Floor Finance (SIU) Department	98640-40077	bharatthakuria5@gmail.com
02	Shri Uttam Hazarika, Sr. A.A., (Support Staff)	Finance (EC-III) Department	9435651748	uttam.hazarika352@gmail.com
03	Smti. Pranta Borphukan Jr. A.A., (Support Staff)	Finance (E.A) Department.	9508513577	prantanarula.skb@gmail.com
04	Shri Kushal Das, Computer Operator, Support Staff.	Finance (SIU) Department.	9085715165	kushalkrdas1977@gmail.com

3. **Duties & responsibilities of RTI Cell**

- (i) The RTI Cell will be the Central Point within the Finance Department to receive RTI applications and appeals and ensure quick distribution of the same to the concerned SPIO and Appellate Authority on the same day.
- (ii) Transfer of applications not pertaining to the Finance Department to the concerned Public Authority.
- (iii) To keep records of replies send by the State Public Information Officer / Assistant State Public Information Officer.
- (iv) To receive decisions of the SIC/CIC and to rout them to SPIO /ASPIO and Appellate Authority.
- (v) The Cell will keep record of collection of fees and depositing the same in the state exchequer under the appropriate Head of Accounts.
- (vi) The Cell will also maintain record of all SIC cases pertaining to this Department.
- (vii) Prepare Annual Report for the Department.

Sd/- Simanta Thakuria, IAS
Commissioner & Secretary to the Govt. of Assam,
Finance (Estt - B) Department

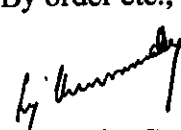
Memo No.FEB.300/2016/7-A

Dated Dispur the 11th November, 2016

Copy to :

1. The Registrar, Assam Information Commission, Jonaki Path, Panjabari, Guwahati - 37 for favour of information.
2. P.S. to Additional Chief Secretary to the Govt. of Assam, Finance Department for favour of kind information to Additional Chief Secretary.
3. P.S. to Commissioner & Secretary(RK/IH/ST) to the Govt. of Assam, Finance Department to Commissioner & Secretary.
4. All branches of Finance Department.
5. Person concerned.
6. e-Governance Unit, for uploading the office order in the official website of Finance Department.

By order etc.,


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


11.11.16