

**IMMEDIATE**

**GOVERNMENT OF ASSAM  
FINANCE (BUDGET) DEPARTMENT  
ASSAM SECRETARIAT, DIPSUR, GUWAHATI**

No. BB.171/2016/47

Dated Dispur the 9<sup>th</sup> January, 2017

From: Dr. Ravi Kota, IAS,

Commissioner & Secretary to the Govt. of Assam,  
Finance Department, Dispur.


To : All Addl. Chief Secretary to the Govt. of Assam  
All Principal Secretary to the Govt. of Assam  
All Commissioner & Secretary to the Govt. of Assam  
All Secretary to the Govt. of Assam

Subject: Day-Long Meeting on review of Expenditure of 2016-17 and  
Preparation of Annual Budget 2017-18 by Dr. H.B. Sarma, Hon'ble  
Finance Minister, Assam and Shri V.K. Pipersenia, IAS, Chief  
Secretary, Assam at Assam Administrative Staff College (AASC) on  
12-01-2017.

Sir / Madam

With reference to the subject quoted above, I am directed to invite you for  
a meeting to be taken by Hon'ble Finance Minister, Assam and Chief Secretary,  
Assam to be held on 12-01-2017 (Thursday) from 10 A.M. onwards in Room  
No. 308, at Assam Administrative Staff College, Khanapara as per following  
agenda:

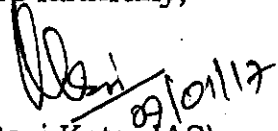
- 10 AM : Welcome Address by Shri V.B. Pyarelal, IAS, Addl.  
Chief Secretary, Finance Deptt.
- 10.05 AM : DEPARTMENT-WISE REVIEW OF BUDGET 2016-17**
- 10.05-11.30 AM : Status of Implementation of Budget announcements.
- 11.30 AM- 1PM : Dept-wise review of expenditure made till 31.12.2016  
for 2016-2017.
- 1 PM-1.30 PM : Planning of expenditure for January'17 and Feb'17.
- 1.30 PM : **LUNCH.**
- 2.30 PM-4.30PM : BUDGET PREPARATION 2017-18**
- 2.30 PM : Presentation by Finance Department on the procedure  
& format of Budget preparation 2017-2018.

  
09/01/17

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- 2.45 PM : Discussion on the Signature/Priority Projects proposed by Hon'ble Ministers/MLAs.
- 3.30 PM : Open House discussion on the suggestions to be included in the Budget Speech.
- 4.30 PM : Concluding Remarks by Hon'ble Finance Minister.
2. You are, therefore, requested to kindly attend the meeting.
3. You are also requested to bring it to the kind notice of Hon'ble Minister-in-charge of the Department seeking his/her kind presence in the meeting.

Yours faithfully,

  
(Dr. Ravi Kota, IAS)

Commissioner & Secretary to the Govt. Of Assam  
Finance (Budget) Department

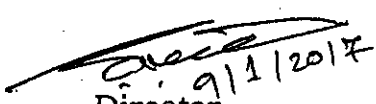
Memo No. BB.171/2016/47-A

Dated Dispur the 9<sup>th</sup> January, 2017

Copy to :

1. The Commissioner & Secretary to Hon'ble Chief Minister, Assam for kind appraisal of Chief Minister.
2. P. S to all Hon'ble Ministers, Assam.
3. S.O to Chief Secretary, Assam for kind information of the Chief Secretary.
4. The all Addl. Secretary/ Joint Secretary/Deputy Secretary Finance Department.
5. The Director, Finance (EA) / IF for information.
6. The Director, Planning & Development Department for information.
7. The Joint Director/ Deputy Director Finance Budget Department.
8. All Senior Financial Advisor/ Financial Advisor. They are requested to attend the meeting positively.
9. The P.S to Hon'ble Finance Minister for kind information of the Minister.
10. The P.S to Additional Chief Secretary, Finance Department for kind information.
11. The P.S to Commissioner & Secretary (SJ/I.H/ST) Finance Department for kind information.

By orders etc.,

  
Director,

Finance (Budget) Department