

**GOVERNMENT OF ASSAM  
DEPARTMENT OF PERSONNEL : : PERSONNEL (B)  
DISPUR : : : GUWAHATI**

No. ABP. 78/90/Pt-III/7

Dated, Dispur, the 11<sup>th</sup> Sept., 2002

**OFFICE MEMORANDUM**

In order to bring about an effective and efficient administration and with a view to eliminating avoidable paperworks, Government of Assam have decided that henceforth the Chief Secretary to the Government of Assam would approve of the tour programmes of all officers of the rank of Commissioner and Secretary, and Inspector General of police, Chief conservator of Forest etc. and above, so far their visit outside the State is concerned

In case of officers of the rank of Secretary, Additional Secretary, Joint Secretary, Heads of Department, Deputy Inspector General of Police and equivalent rank, tour programmes outside the State of all such officers shall be approved by the Additional Chief Secretary to the Government of Assam, except in the case of the officers of the Departments under his control.

Sd/ J.P. Saikia,  
**Commissioner & Secretary to the Government of Assam,  
Personnel Department.**

Memo. No. ABP. 78/90/Pt-III/7-A

Dated, Dispur, the 11<sup>th</sup> Sept., 2002

- Copy to :-
1. The Commissioner & Secretary to the Governor of Assam, Dispur.
  2. The Commissioner & Secretary to the Chief Minister, Assam.
  3. PS to Ministers / Ministers of State, Assam
  4. PS. to Chief Secretary, Assam.
  5. The Chairman, Assam Administrative Tribunal, Guwahati.
  6. The Chairman, Assam Board of Revenue, Guwahati.
  7. PS to Additional Chief Secretary, Assam.
  8. All Principal Secretaries/Commissioner & Secretaries/ Secretaries to the Government of Assam
  9. All Heads of Departments.
  10. All Commissioners of Divisions.
  11. All Deputy Commissioners.
  12. Secretary, Assam Public Service Commission, Jawaharnagar, Guwahati
  13. Principal Secretary, Karbi Anglong Autonomous Council, Diphu / Rabha Hasong Autonomous Council, Dudhnoi /Missing Autonomous Council,