



GOVT. OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER, CHIRANG DISTRICT.....KAJALGAON.

ORDER

In supersession of all earlier orders, the following works are hereby allotted to the officers as shown against their names for administrative convenience and smooth disposal of works in the interest of public service.

This order shall come into force with immediate effect.

Sl. No.	Name & designation	Subject allotted
1	Shri Dibakar Nath, IAS ADC i/c & SDO(C), Bijni	<ol style="list-style-type: none"><li>1. Health &amp; Family Welfare</li><li>2. CI Operation</li><li>3. e-Governance/ e-District</li><li>4. AADHAAR (Nodal Officer)</li><li>5. Excise</li><li>6. Food, Civil Supplies &amp; Consumer Affairs</li><li>7. Transport</li><li>8. Irrigation</li><li>9. Sports &amp; Youth Welfare</li><li>10. Forest matters including FRA</li><li>11. Agriculture/ Sericulture/ Horticulture</li><li>12. Animal Husbandry &amp; Veterinary</li><li>13. Fishery</li></ol>
2	Shri Ajit Kumar Sarmah, ACS ADC, Chirang	<ol style="list-style-type: none"><li>1. Magistracy</li><li>2. Revenue &amp; Disaster Management</li><li>3. Development</li><li>4. ORUNODOI Scheme</li><li>5. Re-SVAYEM Scheme</li><li>6. NRC (Nodal Officer)</li><li>7. PRC/ RC</li><li>8. PHED</li><li>9. Matters relating Judicial Courts</li><li>10. Haj Committee</li><li>11. P&amp;RD works</li><li>12. Co-operative Societies</li><li>13. Foreigner's Tribunal</li><li>14. Zila Sainik Board</li><li>15. Labour &amp; Employment</li></ol>

3	Smt. Nirmali Baruah, ACS, ADC, Chirang	<ol style="list-style-type: none"> <li>1. Personnel and Account</li> <li>2. Administration</li> <li>3. Vaccination</li> <li>4. IDSP</li> <li>5. National Human Rights Commission</li> <li>6. RTI</li> <li>7. GAIL (Pipeline related matters)</li> <li>8. PWD</li> <li>9. Cultural Affairs</li> <li>10. Tourism</li> <li>11. Census (Nodal Officer)</li> <li>12. Education</li> <li>13. Social Welfare</li> <li>14. National Green Tribunal</li> <li>15. Town &amp; Country Planning</li> <li>16. Urban Development</li> <li>17. Treasury Matters</li> <li>18. Industry</li> <li>19. Bakijai</li> <li>20. Public Grievances</li> <li>21. Economic &amp; Statistics</li> </ol>
4	Shri Kushal Kalita, ACS Assistant Commissioner, Chirang (Branch Officer)	<ol style="list-style-type: none"> <li>1. Magistracy</li> <li>2. CI Operation</li> <li>3. Assam Human Rights Commission</li> <li>4. Bakijai Cases</li> <li>5. NoK Certificate</li> <li>6. Labour and Employment</li> <li>7. Non Creamy Layer Certificate</li> </ol>
5	Shri Partha Pratim Baruah, ACS Election Officer, Chirang (Branch Officer)	<ol style="list-style-type: none"> <li>1. Election</li> <li>2. Health &amp; Family Welfare</li> <li>3. e-Governance</li> <li>4. Nazarat Branch</li> <li>5. Indo Bhutan Matters</li> <li>6. IOCL-BGR matters including CSR</li> <li>7. NGO matters</li> <li>8. State Property &amp; Govt. Quarters</li> </ol>
6	Smt. Pratishaa Dutta, ACS Assistant Commissioner, Chirang (Branch Officer)	<ol style="list-style-type: none"> <li>1. Disaster Management</li> <li>2. Schedule Caste Certificates</li> <li>3. Schedule Tribe Certificates</li> <li>4. NHAI matters</li> <li>5. Soil Conservation</li> <li>6. Handloom &amp; Textiles</li> <li>7. Women's Cell</li> </ol>

7	Smt. Rakhishree Lakharu, ACS Assistant Commissioner, Chirang (Branch Officer)	<ol style="list-style-type: none"> <li>1. Revenue</li> <li>2. Development</li> <li>3. Food, Civil Supplies &amp; Consumer Affairs</li> <li>4. OBC/ MOBC Certificates</li> <li>5. Birth/ Death Certificates</li> <li>6. Countersignature of all categories of Scholarship</li> <li>7. Power and Electricity</li> <li>8. Water Resources</li> <li>9. Media &amp; social media affairs</li> </ol>
8	Shri Subansing Basumatary Assistant Planning Officer, Chirang	Development schemes/ works. He will route the files through the concerned Branch Officer
9	Shri Dhanjit Kr. Das Project Officer, DDMA, Chirang	DDMA matters. He will route the files through the concerned Branch Officer

1. Any other matter left unallotted shall be looked after by the undersigned and the files relating to development matter should be routed through Assistant Planning Officer to the undersigned.
2. All Magistrates shall be assigned Law & Order duties, CrPC cases, magisterial enquiry and inquests as per situation.
3. Any other works apart from mentioned above may be assigned by the undersigned.

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Deputy Commissioner,  
Chirang.

Memo No. CHR-PE-10/2017/68 – A

dated Kajalgaon, the 2<sup>nd</sup> June, 2021.

Copy to:

1. Officers concerned for information and necessary action.
2. Branch Assistants concerned for information and necessary action.
3. Office file.

Deputy Commissioner,  
Chirang.

*[Handwritten Signature]*  
2/6/21