

I/107369/2023

GOVERNMENT OF ASSAM  
DEPARTMENT OF PERSONNEL (PERSONNEL:: A)  
ASSAM SECRETARIAT (CIVIL) DISPUR  
GUWAHATI: 781006

No. 223610/145

Dated Dispur, the 14<sup>th</sup> January, 2023

OFFICE MEMORANDUM

**Subject: Permission for Headquarter Leave of senior officers of Government of Assam.**

It is observed that on some occasions senior officers of Government of Assam are not available in the Head Quarters and hence were not present in important meetings, etc.

Henceforth, all officers in the rank of Commissioner & Secretary and above and the Senior-most Secretary of a Department in Government of Assam, will obtain prior permission of Hon'ble Chief Minister of Assam before leaving Head Quarter for any visit outside the State.

This O.M. shall come into force with immediate effect.

Sd/- Ghanshyam Dass, IAS  
Secretary to the Govt. of Assam,  
Personnel Department.

Memo No. 223610/145-A

Dated Dispur, the 14<sup>th</sup> January, 2023

Copy to:-

1. The Chairman, Assam Administrative Tribunal, Guwahati.
2. The Chairman, Assam Board of Revenue, Guwahati.
3. All Principal Secretaries/Commissioner & Secretaries/Secretaries to the Govt. of Assam.
4. The Principal Secretary to the Chief Minister, Assam.
5. The Chief Electoral Officer, Assam.
6. All Commissioners of Divisions.
7. The Secretary to the Governor of Assam.
8. The P.P.S. to Chief Minister, Assam.
9. All Principal Secretaries of the Autonomous Councils.
10. All Deputy Commissioners/Sub-Divisional Officers.
11. The Secretary, State Election Commission, Assam.
12. All Heads of Department/Departments of Assam Secretariat.
13. The Deputy Director, Assam Govt. Press, Guwahati-21 for publication.
14. The P.S. to Chief Secretary, Assam.
15. The P.S. to Chief State Information Commissioner, Assam.

I/107369/2023

16. The P.S. to State Information Commissioner, Assam.
17. The P.S. to Addl. Chief Secretaries, Assam.
18. The P.S. to Ministers/Ministers of State.

By order etc.  
**Signed by Syed Md. Zahid  
Chistie**  
Date: 14-01-2023 15:35:28  
Joint Secretary to the Govt. of Assam,  
Reason: Approved  
Personnel (A) Department.