



GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER:::KAMRUP:::AMINGAON
(PERSONNEL BRANCH)

O R D E R

In pursuance of the decision of the review meeting dt.25/03/2022, it is decided to ensure that – all **New Files** of all Branches of the Deputy Commissioner's Office, Kamrup need to be created and processed in electronic mode only w.e.f. 28/03/2022. No Physical Paper Files will be moved for these files.

All existing files in all branches of the Deputy Commissioner's Office, Kamrup are to be created and moved by generating ECF Number (Physical Mode) and move in eOffice along with the physical files. Phase-wise these files will be converted to full electronic mode for processing without Physical Files.

All existing files of "**E-Governance/PFC**" and "**Bakijai**" Branch are to be scanned & converted to electronic mode immediately and to be processed in electronic mode only in eOffice.

Further, the following Officers/Staff will assist Smti. Moonmi Kalita, ACS, SDO(S), Kamrup & Nodal Officer, e-Governance activities including e-District.

- 1) Shri Ajit Kr. Nath, DIO,NIC, Kamrup.
- ✓ 2) Shri Mridul Deka, ADIO, Kamrup.
- 3) Shri Bishal Bhuyan, DM, DITEC, DC's Office, Kamrup.
- 4) Shri Nitul Medhi, Jr. Asstt. & Nodal Staff, eOffice/District.
- 5) Smti. Jupita Barua, Jr. Asstt., DC's Office(K) & Local Admin.
- 6) Shri Samin Bezbarua, Jr. Asstt. DC's Office(K) & Local Admin.
- 7) Shri Diganta Bharali, Jr. Asstt.,DC's Office(K) & Local Admin.
- 8) All staff of NIC, Kamrup.

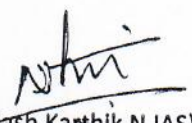
This order will come into force with immediate effect.


(Kailash Karthik N, IAS)
Deputy Commissioner,
Kamrup, Amingaon.
Dated:-28/03/2022.

Memo No.KPE.03/2022/01(A)

Copy for information and necessary action to :-

- 1) The DDC, Kamrup, Amingaon.
- 2) The ADC & I/c SDO(C), Rangia.
- 3) All Addl. Deputy Commissioners, Kamrup.
- 4) Smti. Moonmi Kalita, ACS, SDO(S), Kamrup & Nodal Officer, e-Governance activities including e-District.
- 5) Smti. Sujata Gogoi, ACS, SDO(S), Kamrup.
- 6) All Assistant Commissioners of Kamrup District.
- 7) All Circle Officers of Kamrup District.
- 8) The DIO/ADIO, NIC, Kamrup.
- 9) Shri Bishal Bhuyan, DM, DITEC, DC's Office, Kamrup.
- 10) Shri Nitul Medhi, Jr. Asstt. & Nodal Staff, eOffice/District.
- 11) All Local Admin concerned.
- 12) All Staff concerned.
- 13) All other concerned.


(Kailash Karthik N, IAS)
Deputy Commissioner,
Kamrup, Amingaon.