

**GOVERNMENT OF ASSAM**  
**ADMINISTRATIVE REFORMS AND TRAINING DEPARTMENT**  
**DISPUR : GUWAHATI- 781006.**

**ORDERS BY THE GOVERNOR**

**NOTIFICATION**

Dated Dispur, the 22<sup>nd</sup> May, 2017.

**No. AR 94/2016/Pt-1/2:** In the interest of public service, the Governor of Assam is pleased to order the creation of a new Department, viz, the “**Act East Policy Affairs**” Department with immediate effect.

**(A) Broad Mandate:** The Department will formulate, implement and monitor the state policies concerning the neighbouring and other foreign countries so as to reap the benefits of implementation of the Act East Policy by the Government of India.

Towards meeting its objectives the Department will perform the following function as its broad mandate:

1. Lead research, analyse and suggest to the State Government in the areas of Act East Policy-where the State can be stakeholders.
2. Prepare Policy/schemes to reap the benefits of Act East Policy and translate such policy objectives to actions.
3. Identify issues concerning Foreign Affairs and play a creative role in the Foreign Policy making – especially in furthering the Act East Policy by suggesting effective measures.
4. Handle the Non-resident Affairs of the people of Assam.
5. Any other programmes connected with the development of related areas.

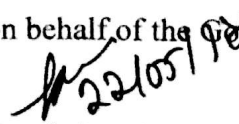
**(B) Staffing Pattern:** The following staffing pattern for the Act East Policy Affairs has been approved:

1. One Additional Chief Secretary.
2. Principal Secretary / Secretary to Government of Assam = 1 (One)
3. Additional Secretary / Joint Secretary = 1 (One)
4. Deputy Secretaries to Government = 2 (Two)
5. Senior Stenographers = 2 (Two)
6. Superintendent = 1 (One)
7. Senior Assistant = 2 (Two)
8. Junior Assistant = 4 (Four)
9. Grade IV = 4 (Four)

The posts indicated above from ii) to ix) shall be filled up by creation of additional posts or by redeployment / suppressing the equivalent number of existing sanctioned posts in other departments by the respective cadre controlling departments.

**(C) Detailed Mandate of the Department:** Upon its creation, the Department will conduct a well guided research and then work out the areas of Act East Policy – where the State can be stakeholders. Depending on the findings, the mandate of the Department will be finalised and notified in due course.

By order and on behalf of the Governor of Assam

  
( P.K. Borthakur, IAS)

**Principal Secretary to the Government of Assam**  
**Administrative Reforms and Training Department.**

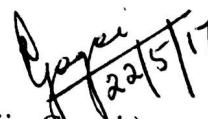
Memo No. AR 94/2016/Pt-1/2-A,

Dated Dispur, the 22<sup>nd</sup> May, 2017.

Copy forwarded to:-

16. All Additional Chief Secretaries to the Govt. of Assam
17. All Principal Secretaries to the Govt. of Assam.
18. All Commissioner and Secretaries to the Govt. of Assam.
19. All Commissioners of Divisions, Assam.
20. The Accountant General, Assam, Maidamgaon, Beltola, Guwahati-29.
21. The Staff Officer to the Chief Secretary, Assam, Dispur.
22. The Principal Private Secretary to the Chief Minister, Assam, Dispur.
23. All Departments of Assam Secretariat.
24. All Heads of Departments.
25. All Deputy Commissioners / Sub-Divisional Officers.
26. The Secretary to his Excellency, the Governor of Assam, Guwahati-4.
27. The Private Secretary to all Ministers / Minister of State / Parliamentary Secretary, Dispur.
28. Political (Cabinet Cell) Department, Dispur.
29. All Treasury Officers, Assam.
30. The Superintendent of Assam Government Press, Bamunimaidam, Guwahati-21. He is requested to publish this notification in the next issue of the Assam Gazetted and submit 300 (three hundred) copies of this issue to the undersigned.

By order etc.



( Riju Gogoi )

**Joint Secretary to the Govt. of Assam  
Administrative Reforms & Training Departments  
Dispur, Guwahati-6**