

I/499061/2024

**GOVERNMENT OF ASSAM**  
**LABOUR WELFARE DEPARTMENT**

ecf No. 457179/14

Dated Dispur, the 15<sup>th</sup> March, 2024.

From : Deputy Secy. to the Govt. of Assam,  
Labour Welfare Department.

- To :
1. The Labour Commissioner, Assam,  
Shram Bhawan, Ulubari, Guwahati-07.
  - ✓ 2. The Chief Inspector of Factories, Assam,  
Betkuchi, Lohra, Guwahati-40.
  3. The Chief Inspector of Boilers, Assam,  
Lalmati, Basistha, Guwahati-29.
  4. The Administrative Medical Officer,  
ESI Scheme, Assam, Beltola, Guwahati-22.

Sub : Regarding Issuance of Digitally Signed payslips to Gazetted Officers  
of the State Govt.

Sir

With reference to the subject cited above, I am directed to forward herewith the copy of letter No. Ecf.458211/2 dated 07-03-2024 received from Deputy Secretary to the Govt. of Assam, Finance (A&F) Department which is self-explanatory and request you kindly take necessary action from your end.

**Enclo :-** As stated above

Yours faithfully,

**Signed by**

**Ramesh Chandra Doley**  
Deputy Secy. to the Govt. of Assam,  
Labour Welfare Department,  
Date: 15-03-2024 13:37:52

Dated Dispur, the 15<sup>th</sup> March, 2024.

Memo ecf No. 457179/14-A

**Copy to :-**

1. P.S. to the Principal Secy. to the Govt. of Assam, Labour Welfare Department for kind information.
2. P.S. to the Secretary to the Govt. of Assam, Labour Welfare Department for kind information.

By order etc.,

e-signed

Deputy Secy. to the Govt. of Assam,  
Labour Welfare Department

1/490896/2024



**GOVERNMENT OF ASSAM  
FINANCE (AUDIT & FUND) DEPARTMENT  
JANATA BHAWAN, DISPUR, GUWAHATI-6**

No. Ecf 458211/2

Dated Guwahati the February, 2023

From : Shri Navajyoti Kalita,  
Deputy Secretary to the Govt. of Assam,  
Finance (A&F) Department, Dispur

To : All Administrative Department,  
Janata Bhawan, Dispur, Guwahati-06.

Sub. : Re: Issuance of Digitally Signed payslips to Gazetted Officers of State Govt.

Ref : No. GE-1/IFMS/2023-24/20/1438, dtd. 08.01.2024 from Principal Accountant General (A&E), Assam.

Sir,

With reference to the subject cited above, I am directed to forward herewith a copy of letter No. GE-1/IFMS/2023-24/20/1438, dtd. 08.01.2024 received from Principal Accountant General (A&E), Assam which is self explanatory and request you kindly to take necessary action accordingly.

Enclo.: As above.

Yours faithfully,

Signed by  
Navajyoti Kalita

Date: 07-03-2024 16:32:45  
Deputy Secretary to the Govt. of Assam,  
Finance (A&F) Department

Memo No. Ecf 458211/2-A

Dated Guwahati the February, 2023

Copy to:

1. P.S. to the Chief Secretary to the Govt. of Assam for kind information of Chief Secretary.
2. The Principal Accountant General (A&E), Assam, Maidamgaon, Beltoal, Guwahati-781029 for kind information.

(e-signed)

Deputy Secretary to the Govt. of Assam,  
Finance (A&F) Department

30  
11/03

FH  
12/3



प्रधान महालेखाकार ( ले. एवं ह. ) असम का कार्यालय  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ASSAM  
मैदामगांव, बेलतला, गुवाहाटी - 781029  
MAIDAMGAON, BELTOLA, GUWAHATI- 781029



APD, ASPIR

D8 (A&E)

No. GE-1/IFMS/2023-24/20/1438



To,  
*[Signature]*  
The Chief Secretary to the Government of Assam  
Assam Sachivalaya, Dispur  
Guwahati 781006.

Sub: - Re: Issuance of Digitally Signed payslips to Gazetted Officers of State Govt.  
Sir,

With reference to the subject cited above, I am to state that, as a part of scope of work for integration of IT application of AG office with the State FMIS, this office in collaboration with State Finance Department has started uploading digitally signed online payslips in the FinAssam Portal on a pilot basis, in respect of Gazetted officers of State Govt. The digitally signed payslips may be viewed/downloaded by the officers from the FinAssam portal (fin.assam.gov.in) and as also by Treasury officers and Drawing and Disbursing Officers for preparing bills and making payments accordingly.



As you are aware, this office issues payslips on occurrence of specific events such as Transfer, Promotion, New appointment, Suspension, Increment, Leave Salary, Confirmation etc. on receipt of relevant orders from concerned department of State Govt. Therefore, to streamline the process of issuance of Online Payslips to the Officers, the following actions are required to be taken: -

- i) All Gazetted Officers are to be registered users of FinAssam portal.
- ii) The soft copy (scanned) of all the orders and other documents relating to the Gazetted Officers like Transfer, Promotion, Charge Taking over, Handing Over, Leave Admissibility Report etc may be sent to this office, without fail, by email at [ageassam2@cag.gov.in](mailto:ageassam2@cag.gov.in). Sending of hardcopy may be avoided.

The issue of digitally signed payslips through Fin Assam Portal has already been started from 01/11/2023, in parallel run mode on Pilot basis. We would be intimating the Gazetted officers via SMS and email as and when payslips are uploaded in FinAssam portal.

It is therefore requested to instruct all the Head of Departments to inform the Gazetted Officers regarding the new system. For any queries on this issue, the Officers, including the DDOs may contact at the number: 18001021821, or via email at [ageassam2@cag.gov.in](mailto:ageassam2@cag.gov.in).

It is hoped that the new IT initiative for integrating the AG Systems with the State IFMIS system, will make the overall process more efficient, and ensure timely receipt of pay-slips by officers, thereby avoiding any inconvenience.

Yours faithfully,

*[Signature]*

Principal Accountant General (A&E) Assam

O/o the Secretary  
to the Govt. of Assam  
Finance Department  
Dispur, Guwahati-6

ECR/Dy. No. .... 237 .....

Office of the Commissioner & Secretary (JIN)  
Finance Department  
ECR/Dy No. 348  
Dated: 01/02/24

D.D.  
5/2/24

DS(A&E)  
Addrs, Finance -

AS DIRECTED  
PLEASE TAKE NECESSARY ACTION  
Secretary, Coordination to C.S.

Office of the Chief Secretary  
Government of Assam  
Dispur, Guwahati-6

ECR No. ....  
1870974

5/2/24