The Assam Gazette

EXTRAORDINARY

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GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
PUBLIC WORKS DEPARTMENT
NOTIFICATION

ASSAM RULES II OF 1978

The 4th March 1978

No. E(B)4R/1/68/Pt-II.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is pleased to make the following rules regulating the recruitment to and the conditions of service of the persons to the Assam Engineering (Public Works Department) Se.

1. (1) These rules shall be called the Assam Engineering (Public Works Department) Service Rules, 1978.

(2) They shall take effect from the date of this notification.

(3) These rules shall be applicable to all the persons appointed to the service either before or after, promulgation of these rules.
2. In these rules, unless here is anything repugnant in the subject or context :-

(a) ‘Appointment Authority’ means the Governor of Assam;

(b) ‘Commission’ means the Assam Public Service Commission;

(c) ‘Constitution’ means the Constitution of India;

(d) ‘Government’ means the Government of Assam;

(e) ‘Governor’ means the Governor of Assam;

(f) ‘Member’ means the a member of the Assam Engineering (Public Works Department) Service;

(g) ‘Selection Board’ means the Selection Board constituted under rule 15;

(h) ‘Selection list’ means the list as referred to in rule 6 (1) and the lists finally approved by the Appointing authority under Rule 13 (6) and by the Commission under Rule 14
(2).

(i) ‘Service’ means the Assam Engineering (Public Works Department) Service; and

(j) ‘Year’ means a calendar year.

Class, Cadre, 3.
Branch and Status.

(1) The Service shall consist of the following classes and cadres :-

(a) Class I (Senior Grace). It shall include the cadres :-

(i) Chief Engineer;
(ii) Additional Chief Engineer; and
(iii) Superintending Engineer.

(b) Class I :- It shall include the cadres.

(i) Executive Engineer;
(ii) Architect;
(iii) Research Officer, Road Research Laboratory.

Officers in cadres (i) and (ii) shall have the same status.
(c) Class II :- It shall include the cadres:

(i) Assistant Engineer;
(ii) Assistant Architect; and
(iii) Assistant Research Officer, Road Research Laboratory.

Officers in cadres (i), (ii) and (iii) shall have the same status.

(2) The Service may also include :-

(a) any post equivalent to a post in any of the cadres mentioned in sub-rule (1)

and

(b) any cadre or post subsequently laid down by Government to be included in a cadre of service.

EXPLANATION :- The post of Assistant Chief Engineer, Additional Executive Engineer, Estate Officer and Research Officer are included in the cadre of Executive Engineer. The post of S.D.O./S.D.O. (T.C.)
are included in the cadre of Assistant Engineer.

(3) The cadres of Superintending Engineers, Executive Engineers, and Assistant Engineers may have distinct branches namely, Civil Mechanical and Electrical and each branch may be deemed to be a separate cadre.

(4) The posts in cadres (i) and (ii) of Class I (Senior Grade) mentioned in sub-rule (1) shall be borne in the Civil Branch unless specifically created for any other branch, as may be considered necessary.

Strength of the service.

4. The strength of each cadre in a class of the service shall be such as determined by the Governor from time to time. The strength of the cadres of the service on the date of commencement of these rules shall be as shown in schedule I:

Provided that the Governor may hold in abeyance any post as and when considered necessary.

Method recruitment.

5. (1) Recruitment to Class II of the service shall be made:-
(a) by direct recruitment on the basis of selection made in accordance with rule 6; and

(b) by promotion in accordance with rule 11, 13 and 14.

(2) Recruitment to Class I and Class I (Senior Grade) shall be made by promotion only in accordance with rules 12 and 13.

Direct Recruitment.

6. (1) Subject to sub-rule (3) of rule 11 direct recruitment to cadres of Assistant Engineers, Assistant Architects and Assistant Research Officer, Road Research Laboratory shall be made by the Governor on the basis of selection made by the Commission in accordance with the procedure hereinafter provided:

(a) Before the end of each year the Government shall make an assessment regarding the likely number of vacancies to be filled by direct recruitment during the next year and shall intimate the same to the Commission together with the
details about reservation for candidates belonging to scheduled castes, scheduled tribes or any other category as laid down by Government, as provided under rule 17 and about carry forward such reservation.

(b) The Government shall simultaneously request the Commission to recommend a list of candidates for direct recruitment, in order of preference.

(c) The Commission shall make the selection in accordance with the scheme of selection prescribed by the Government in consultation with the Commission. The Commission may hold such test or interview and undertake scrutiny of published articles or thesis of the candidate, if any and the certificates and other documents, as may be considered necessary.

(d) The Commission shall furnish Government with a list of candidates
recommended by it in order of preference, found suitable for direct recruitment. The number of candidates in such a list may be approximately double the number of vacancies.

(e) The Commission shall simultaneously publish the list in the Assam Gazette and at such other place the commission may consider proper.

(2) The list mentioned in clauses (d) and (e) of sub-rule (1) of this rule shall remain valid for 12 calendar months from the date of recommendation.

(3) In the event of the Commission being unable to recommend sufficient number of candidates to fill up the vacancies in a year, it shall in consultation with the Appointing Authority, repeat the procedure as mentioned hereinbefore under sub-rule (1) of this rule for recommending a subsequent list in the year.
Provided that the Appointing Authority shall not make appointment of any candidate from the subsequent select list until all the candidates of the earlier list of the same year, eligible for appointment, have been offered the appointment.

QUALIFICATION FOR DIRECT RECRUITMENT

Age 7. A candidate shall not be less than 21 years and more than 30 years of age on the First January of the year of recruitment, with relaxation in case of candidates belonging to special categories like scheduled castes, scheduled tribes or any other category as laid down by Government in accordance with the General orders of the Government in force.

8. The academic qualification of a candidate for direct recruitment shall be as prescribed by the Government from time to time. The qualifications and experience prescribed an on the date of these rules coming into force are given in Schedule II.

Physical fitness 9. A candidate for direct recruitment shall be –
(1) of sound health, both mentally and physically and free from organic defect or bodily infirmity likely to interfere with the efficient performance of his duties; and

(2) required to undergo medical examination before appointment in the service.

Character. 10. A candidate for direct recruitment shall produce to the commission certificate of good character from –

(a) the principal Academic Officer of the University or College in which he studied last; and

(b) two responsible persons, who are well acquainted with (but not related to) the candidate.

Promotional Assistant Engineer. 11. (1) The Appointing Authority shall publish in the Government Gazette annually the number of vacancies in the respective cadres of Assistant Engineers which have occurred or are likely to occur in the year.

(2) Subject to suitability as may be decided the
Selection Board and by the Appointing Authority in consultation with the Commission, an officer belonging to the corresponding cadre of subordinate Engineer Grade I in the Assam Subordinate Engineer P.W.D. Service under the Government and possessing the qualifications as set-forth herein below shall be promoted to the cadre of Assistant Engineer in the manner provided in rules 13 and 14.

(3) The vacancies to be filled up by promotion of Sub-Engineers shall be so fixed that the promoted Assistant Engineer do not exceed 30% of the total corresponding cadre strength of permanent and temporary Assistant Engineers.

(4) A member of the Assam Subordinate Engineering (P.W.D.) Service shall be eligible for promotion as Assistant Engineer subject to the following conditions :-

(a) He has rendered minimum 8 years of service as a subordinate engineer on the First January of the year of
promotion.

(b) He has successfully undergone the training and passed the Departmental examination as prescribed by Government from time to time.

(c) Notwithstanding anything contained herein before in this rule, subject to suitability, a subordinate Engineer Grade I of the Assam Subordinate Engineering (P.W.D.) Service on his acquiring the academic qualification as prescribed for a direct recruit Assistant Engineer shall be promoted an Assistant Engineer, in consultation with the Commission, as provided in rule 14 against the next available vacancy in the cadre and such promotion shall be treated as direct recruitment to the cadre of Assistant Engineer for the purpose of these rules.

Promotion. 12. (1) All vacancies in class I cadres shall be filled up by promotion:
Provided that Government may for good and sufficient reasons fill up any of the posts in Class I senior Grade for specialised Investigation, design and research posts temporarily or on tenure by transfer or deputation from outside the service. if it is satisfied that there is not suitable officer in the service available for filling the vacancy.

(2) Subject to suitability as may be decided by the selection Board and by the Appointing Authority as set-forth in rule 13 an also subject to possessing such qualification and experience as may be prescribed by the Governor from time to time, a member shall be eligible for promotion to the corresponding higher cadre in the manner hereinafter provided. The qualifications and experience prescribed as on the date of commencement of these rules are furnished in sub-rules (3) and (4) of this rule and in schedule III.

(i) From Assistant Engineer to Executive Engineer.

(ii) From Assistant Research Officer,
Road Research Laboratory to Research Officer Road Research Laboratory.

(iii) From Assistant Architect to Architect.

(iv) From Executive Engineer to Superintending Engineer.

(v) From Superintending Engineer to Additional Chief Engineer.

(vi) From Additional Chief Engineer to Chief Engineer.

Provided that 14 percent of the number of posts of Executive Engineer, as on 1st January 1973 and thereafter 20 percent of the number of vacancies occurring in a year in the cadre of Executive Engineer shall be reserved for being filled up by promotion of S.E.S. Subdivisional Officers/Subdivisional Officer (T.C.) encadred as Assistant Engineer:

Provided further that there shall not be any sub reservation when all the Sub-
divisional Officers/Subdivisional officers (T.C.) mentioned in rule 22(4) are adjusted.

(3) For promotion to the cadre of Executive Engineer/Architect/Research Officer, Road Research Laboratory an officer shall be eligible if:

(a) he has rendered the minimum continuous service in the cadre of Assistant/Assistant Research officer as the case may be for a period of 5 years on the first January of the year of promotion and

(b) he has successfully undergone the training and has passed the departmental examination, as may be prescribed by the Government.

(4) For promotion from Executive Engineer to Superintending Engineer and for further promotion an officer shall have then academic prescribed qualification as in the rule for a direct recruit Assistant Engineer.
13. (1) Before the end of each year the Government shall make an assessment of the likely number of vacancies to be filled up by promotion in the next year in each cadre.

(2) The Appointing Authority shall then furnish to the Selection Board the following documents and information with regard to as may officer in order of seniority as 4 times the number of vacancies, as assessed under sub-rule (1).

(a) information about the number of vacancies;

(b) list of officers in order of seniority eligible for promotion on (separate lists for promotion to different cadres shall be furnished) indicating the cadre to which the case of promotion is to be considered;

(c) character rolls and personal files of the officers listed, together with a paper showing that any adverse remarks recorded in the character rolls has been duly communicated.
to the person concerned and any representation against such adverse remark has been disposed of after due consideration;

(d) detailed about reservation in case of promotion to class II of the Service and about carry forward of vacancies as provided under sub-rule (3) of rule 11; and

(e) any other documents and information as may be considered necessary by the Appointing Authority or required by the Board.

(3) The Appointing Authority shall simultaneously request the Selection Board to recommend within one month a list of officers, found suitable for promotion in order of preference in respect of promotion to each of the cadres in which recruitment is to be made by promotion.

(4) The Selection for promotion to the following cadres shall be made on the following basis :-
(a) Assistant Engineer merit-cum-seniority.

(b) Executive Engineer, merit-cum-seniority.

(c) Research Officer, Road Research Laboratory.

(d) All other promotions to the rank of Superintending Engineer and above on merit only.

(5) The Select on Board, after examination of the documents and information furnished by the Appointing Authority a select list of officers about double the probable number of vacancies. In order of preference found suitable for promotion. In case the Board does not consider an officer suitable for promotion according to seniority. It shall record the reasons ¿¿*****¿¿. In writing and forward to the Appointing Authority together with the select list.

(6) The Appointing Authority shall consider the select list prepared by the Board along
with character roll and personal files of the employees and approve the list unless it considers on charge necessary. If the Appointing Authority considers it necessary in make any change. In the list received from the Board, he shall inform the Board of the changes proposed and after take into account the comments. if any, of the Board may approve the list finally with such modifications. If any, as may, in his opinion just and proper.

Provided that it shall not be necessary the Appointing Authority to consider the submitted by the Board recommending ??****?? dates for promotion under Rule 11. This shall be forwarded by the Appointing Authority in the Commission as provided under 14 (i).

(7) The inclusion of a candidate’s name in a select list shall confer no right to promotion unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that a candidate is suitable for promotion.

(8) The select lists shall remain valid for 12th
months from the date of approval by the Commissioner in the case of Assistant Engineers and for 12 months from the date of approval by the Selection Board in other cases.

(9) The promotions shall be in accordance with the list finally approved by the Appointing Authority.

14. (1) On receipt of the select list for the posts of Assistant Engineers from the Selection Board, the Appointing Authority shall forward it to the Commission together with the information and documents as referred to in sub-rule (2) of Rule 13 with a request to approve the list.

(2) The Commission shall consider the select list recommended by the Selection Board together with the information and documents and such other documents and information as may be required by the Commission and obtained from the Appointing Authority. The Commission shall finally approve the list with such modification as it considers just and proper.
(3) The Appointing Authority shall finally approve the select list forwarded by the Commission within 15 days from the date of receipt form the Commission. It, however, the Appointing Authority considers necessary any modification in the select list it shall record the reasons in writing and approve the list with modifications.

(4) The select list as finally approved shall be published by the Appointing Authority in the Assam Gazette within 15 days from the date of approval.

Selection Board.

15. The Selection Boards as referred to in rules 11, 12 and 13 shall consist of the following :-

1. Selection Board for the post of Chief Engineer and Additional Chief Engineer.

CHAIRMAN –

(i) Chief Secretary

MEMBERS –
(ii) Secretary, Irrigation,

(iii) Secretary, F.C. Department.

MEMBER-SECY.-

(iv) Secretary, P.W.D.

2. Selection Board for promotion from Executive Engineer to Superintending Engineer, from Assistant Engineers to Executive Engineers, from Assistant Research Officer to Research Officer and from Assistant Architect to Architect.

CHAIRMAN & SECY.

(i) Secretary, P.W.D.,

MEMBERS –

(ii) Chief Engineer, P.W.D.

(iii) A representative of Personal (A) Department not below the rank of Deputy Secretary, nominated by Secretary, Personal and
3. Selection Board for promotion of Subordinate Engineers to Assistant Engineers:

CHAIRMAN –

(i) Chairman or Member, Assam Public Service Commissioner nominated by it’s Chairman.

MEMBERS –

(ii) Secretary, P.W.D.,

(iii) A representative of Personal (A) Department.

MEMBER-SECY. –

(iv) Chief Engineer, P.W.D.

16. (1) No person shall be eligible for appointment to the Service, -

(a) unless he is a citizen of India; and
(b) if he has more than one wife living or in case of a female candidate who has married a person who has one wife living.

Provided that the Governor may, if he is satisfied that there are special grounds for doing so, exempt any person from the operation of this clause.

(2) No person who attempts to enlist support for his candidature directly or indirectly by any recommendation either written or oral or by any other mean shall be appointed to the service.

Reservation. 17. In the case of direct recruitment to the service, there shall be reservation in favour of candidates belonging to special categorized like Scheduled Castes, Scheduled Tribes or any other category as laid down by Government in accordance with the general orders of the Government in force.

Appointment. 18. (1) Subject to the provision of sub-rule (2), appointment under rule 6 shall be made by the Governor. In accordance with the
order of preference determined in the list referred to in clause (d) of sub-rule (1) of Rule 6.

(2) The inclusion of a candidate’s name in the list mentioned in clause (d) of sub-rule (1) of rule 6 shall confer no right to appointment unless the Appointing Authority is satisfied after such enquiry as prescribed by the Government from time to time and also, as may be considered necessary, that a candidate is suitable in all respects for appointment to the service.

Joining time. 19. A person shall join within 15 days from the date of receipt of the order of appointment or of promotion, failing which the appointment shall be cancelled unless the Appointment Authority extends the period, which shall not. In all, exceed three months.

Training. 20. A member of the service may be required to undergo such training and pass such departmental examination as Government may prescribe from time to time.

Discharge reversion. 21. A temporary or officiating member shall be liable to be discharged or reverted to the lower
cadre of the service or to his original service it—

(1) he falls to make sufficient use of the opportunities given during any training as may be prescribed by the Government from time to time or fails to render Satisfactory service during his tenure of service in the cadre; and

(2) it is found on a subsequent verification that he was initially no qualified for the appointment or that he had furnished any incorrect information with regard to his appointment.

22. (1) The seniority of a member in a cadre appointed by direct recruitment or by promotion shall be determined according to the order of merit in the respective list finally approved by the Appointing Authority under sub-rule (6) of rule 13 and sub-rule (4) of rule 14, sub-rule (1) of rule 18, if he joins the appointment within 15 days from the date of receipt of the order or within the extended period as mentioned in rule 19.

(2) If a member fails to join the appointment
within the initial 15 days of receipt of the order or within the extended period as mentioned in rule 19, but joins later his seniority shall be determined in accordance with the date of joining.

(3) A member appointed by promotion against a vacancy occurring in a year shall be senior to a member appointed by direct recruitment of that year.

(4) A separate seniority list of S.E.S. Subdivisional Officers and Subdivisional Officers (T.C.) ??****?? as Assistant Engineers with effect from 1st January, 1973, promoted form the cadre of Subordinate Engineer Grade I shall be maintained. Such a seniority list shall continue till all the members of the list are adjusted against a promotion post or the post are vacated by retirement or otherwise.

(5) The Inter-se-seniority of such Subdivisional Officers and Subdivisional Officer (T.C.) shall be fixed in accordance with sub-rule (1) of this rule.
(6) The seniority of such Subdivisional Officers and Subdivisional Officers (T.C.) vis-à-vis the direct recruit Assistant Engineers shall be in accordance with the detailed instruction issued by Government.

23. (1) Subject to availability of permanent vacancy in the respective cadre a member shall be placed according to seniority on probation against the permanent vacancy for a period of two years before he is confirmed against the permanent vacancy.

Provided that the period of probation may for good and sufficient reasons be extended by the Appointing Authority for any specified period not exceeding a period of two years.

Provided further that of the period of probation may be curtailed or dispensed with in any case for good and sufficient reasons by the Appointing Authority.

(2) A member of the service placed on probation under sub-rule (1) shall be confirmed against the permanent vacancy subject to the following conditions :-

Probation and Confirmation.
(a) He has complied the period of probation to the satisfaction of the Appointing Authority in accordance with sub-rule (1).

(b) He has successfully undergone the training and passed the departmental examination, if any, prescribed by Government under rule 20.

(3) If confirmation of a member is delayed on account of his failure to qualify for such confirmation, he shall lose his position in order of seniority vis-à-vis such of his juniors as might be confirmed earlier than him. His seniority shall however, be restored on his confirmation subsequently.

Gradation list.

24. There shall be prepared and published every year a gradation list containing the names of all members of the service cadrewise in order of seniority and such other particulars as date of birth, date of appointment, etc.

Pay.

25. All appointment in the Service shall be made in
the time scale of pay as may be prescribed by the Government form time to time. The scales of pay of the posts in the cadres of the service, on the date of commencement of these rules, are as shown in Schedule I.

26. (1) Members of the Service shall be employed in such manner as the Appointing Authority may decide, subject to the condition that a member belonging to a particulars branch of the cadre shall be employed within the same branch.

(2) A member of the Service shall be liable to be posted any where with in the State of Assam or outside Assam, or any other department of the Government, a body corporate in the affairs of which the Government may be substantially interested, or an autonomous district council, if so required in the interest of the public service and in such case the member or transfer.

(3) A member of the Service, possessing a degree in Civil/Mechanical/Electrical engineering shall, if so required, be liable to serve in any defence service or posts
connected with the defence of India, for a period of not less than 4 years. Including the period spend on training if any:
Provided that such person:

(a) shall not be required to serve as aforesaid after the expiry of 10 years from the date of appointment;

(b) shall not ordinarily be required to serve as aforesaid after attaining the age of 40 years.

27. (1) Except as provided in these rules all matters relating to pay and allowance, leave pension, discipline and other conditions of service shall be regulated by the general rules and/or orders of the Government for the time being in force.

(2) The conditions of service of the members, in respect of matters, for which no provisions has been made in these rules, shall be same the Government of the corresponding status and having similar functions.

Relaxation. 28. Where the Appointing Authority is satisfied that
the operation of any of these rules causes undue hardship in any particular case, it may, dispense with or relax the requirement of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just a equitable manner:

Provided that the case of any person shall not be dealt with in any manner less favourable to him than that provided in any of these rules.

29. If any question arises relating to the interpretation of these rules the decision of the Government shall be final.

30. The rules corresponding to these rules and in force immediately before commencement of these rules are hereby repealed.

Provided that all orders made or action taken under the rules so repealed or under any general orders ancilliary thereto shall be deemed to have been validity made or taken under the corresponding provision of these rules.

H. BARUA,
Secretary to the Govt. of Assam,
Public Works Department.

**SCHEDULE – I**

*(Rule 4 and 25)*

Sanctioned strength and scales of pay (as on March 1978)

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<th>Scale of pay</th>
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(including 1 March)
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CLASS I - ELECTRICAL

1. Executive Engineer - Rs. 900-55-1285-EB-60-1525 1 1 1

2. Subdivisional Officer - Rs. 500-35-745-EB-35-1025-EB-40-1225 plus special pay of Rs.50 p.m. 3 1 4

3. Assistant Engineer - Rs. 500-35-745-EB-35-1025-EB-40-1225 5 1 6

**NOTE 1** - Deputy Secretary and Under Secretary will get special pay as admissible to other Secretaries and A.C.S.-1 Deputy Secretaries and under Secretaries.

**NOTE 2** - The existing cadres of S.D.O.S.E.S. will be merged into the cadre of Assistant Engineers with effect from 1st January 1973.

**NOTE 3** - Special pay at 20 per cent of the basic pay subject to a maximum of Rs. 200 will be given to all officers when posted to Technical (drawing) and Design Branches.
NOTE 4 - Leave Reserve and deputation reserve posts in the cadre of Assistant Engineer 39 Nos.

SCHEDULE II

(Rule 8)

Academic qualifications prescribed for direct recruitment to Cadres of Assistant Engineer and Assistant Architect and Assistant Research Officer, Road Research Laboratory.

1. A candidate for direct recruitment to the cadre of Assistant Engineer and of Assistant Architect must possess a Degree in the respective branch of Engineering/Architecture, namely, Civil, Mechanical and Electrical/Architectural of an Indian or foreign University sed by the Government.

OR

1. A candidate must have passed parts A & B of the Associate Membership Examination of the Institution of Engineers (India) and posses a certificate to that effect from the Institution of Engineers (India).

2. (a) A candidate for direct recruitment to the cadre of Assistant Research Officer in the Road Research Laboratory must possess a C Degree in Civil Engineering.
(b) He must have undergone the training in the Road Research Laboratory successfully.

(c) He must have an aptitude for the research work.

The above qualification are prescribed in addition to the qualifications prescribed for direct recruitment to the cadre of Assistant Engineer.

**SCHEDULE III**

[Rule 12 (2)]

**Qualification for Promotion Posts**

1. A candidate for promotion to the cadre of Research in the Road Research Laboratory must possess a Class I Degree Civil Engineering.

2. He must have undergone the training in the Road Research Laboratory successfully.

3. He must have an aptitude for the research work.
2/78/119, Dated Dispur, the 17th November, 1983

exercise of powers conferred by proviso to Article 309 of the ion of India, the Governor of Assam is pleased to further ***** Assam Engineering (Public Works Department) Service Rules, 1978 manner hereinafter appearing :-

1. (1) The Rule shall be called the Assam Engineering ent. (Public Works Department) Rule, 1983.

   (2) The Rule shall come into force at once.
2. (a), (b), (c), (d) or rule 13 (4) shall be substituted as follows :-

Promotions upto the rank of Superintending Engineer on merit and suitability with due regard to the seniority and promotions above the rank of Superintending Engineer on merit-cum-seniority. Add a new sub-rule is Sub-rule (10) to Rule 13.

(10) The select list as finally approved shall be published by the Appointing Authority in the Assam gazette within 15 days from the date of approval.

Provided that Government on remove any name from the select list in case of misconduct to coming to the notice of the Government and that no claim for promotion an be made on the basis of the select list.

K. D. Lahkar,
Secretary to the Govt. of Assam,
P.W.D., Dispur, Gauhati-6.

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