



GOVERNMENT OF ASSAM

লোক নিৰ্মাণ বিভাগ (পথ)

PUBLIC WORKS ROADS DEPARTMENT (PWRD) :: ESTABLISHMENT-B BRANCH
JANATA BHAWAN::DISPUR::GUWAHATI-06**ORDERS BY THE GOVERNOR
NOTIFICATION**Dated Dispur the 21st October, 2022

eCF No. 239363/4 : In cancellation of the previous Notification issued by this Department vide No. RBEB 285/2016/57 dated 6th September, 2016 and in the interest of public service, the Governor of Assam is pleased to constitute the Support Structure with the following officers for implementation of Standardization of Website/Portal of Public Works Roads Department in addition to the Project Steering Review and Committee:

1. Content Manager: (i) Chief Engineer, PWD (Roads) Assam.
(ii) Chief Engineer, PWD (Border Roads & NEC Works).
(iii) Chief Engineer, PWD (EAP) .
(iv) Director, Assam Road Research & Training Institute .
(v) Additional Chief Engineer, PWD, Hills, Haflong, Dima Hasao .
(vi) Additional Chief Engineer, PWD, Hills, Diphu, Karbi Anglong .
(vii) Additional Chief Engineer, PWD, Kokrajhar, BTC.
(viii) Additional Chief Engineer, Tezpur Zone, Tezpur.
(ix) Additional Chief Engineer, Eastern Zone, Dibrugarh.
(x) State Quality Coordinator, PMGSY.
(xi) Deputy Secretary (Establishment), PWRD, Dispur.
(xii) Deputy Secretary (Works), PWRD, Dispur.
(xiii) Deputy Secretary (Budget), PWRD, Dispur.
2. Master Trainer: 1. Sushil Das, Executive Engineer, PWRD.
2. Sri Ratul Nath, Asstt. Executive Engineer, PWRD.
3. Sri Ranjit Dutta, Asstt. Executive Engineer, PWRD.
3. Site Administrator: Sri Diganta Goswami, Executive Engineer, PWRD, Information and Technology Cell,
O/o the Chief Engineer (Roads) & IT Nodal Officer, PWRD

Roles and Responsibilities of the Content Managers/ Master Trainers/ Site Administrator:**Content Managers:**

- To identify the content in their respective unit
- Classify the content into categories
- Submit to webmaster for review
- Convert the content into format that is ready for uploading onto the website

Master Trainers:

- They would undergo e-Prastuti Master Trainers Certification Programme
- They would initially be trained by the Web Development Cell(WDC) for website management and they in turn would provide trainings to other departmental personnel
- They would be imparted with trainings on any new developments by the WDC. Thus Master trainers are required to provide the sustainability for the Web site Content Management.

Site Administrator :

1/59939/2022. Would be overall responsible for administration & management of the website

- Will assign roles & privileges to the department content managers
- Manage the top level directory structure (departmentwise) in the website
- Ensure the updating of data in the Website Directory

Signed by Rajesh Kemprai

Date: 21-10-2022 17:07:46

(Rajesh Kemprai)

**Spl. Comm. & Spl. Secretary to the Govt. of
Assam**

Public Works Roads Department, Dispur.

Memo No. eCF No 239363/4-A

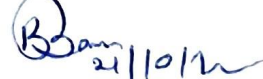
Dated Dispur the 21st October,

2022

Copy to:

1. PS to the Hon'ble Chief Minister, Assam for kind appraisal of the Hon'ble CM, Assam..
2. The Staff Officer to Chief Secretary, Assam, for kind appraisal of the Chief Secretary.
3. PS to Additional Chief Secretary, PWD Assam, for kind appraisal of the Additional Chief Secretary.
4. PS to the Commissioner & Secretary to the Govt of Assam, Information Technology Department for favour of information.
5. PS to the Spl. Commissioner & Spl. Secretary to the Govt of Assam, Public Works Roads Department for kind appraisal of the Spl. Commissioner & Spl Secretary.
6. PS to the Secretary/Spl. Secretary to the Govt of Assam, Public Works Department for kind appraisal of the Secretary/ Spl. Secretary.
7. Sri Dipak Malla Buzar Baruah, Technical Director, NIC Assam/ Smt. Anuradha Baruah, Technical Director, NIC Assam for favour of information.
8. The Chief Engineer, PWD (Roads)/(Border Roads & NEC Works)/ (EAP) Assam for favour of information.
9. Additional Chief Engineer (Planning), O/o Chief Engineer, PWD (Roads) for information.
10. Director, Assam Road Research & Training Institute, Fatashil Ambari, Guwahati for information.
11. Additional Chief Engineer, PWD, for information.
12. Deputy Secretary, PWD (Works/Establishment /Budget) for information.
13. State Quality Coordinator, PWD, PMGSY for information.
14. Under Secretary, PWD (Planning) for information.
15. Sri Diganta Goswami, EE & IT Nodal Officer favour of information.
16. Person concerned.

By Order etc.



(B.Ch. Barman)

**Deputy Secretary to the Govt. of Assam,
Estt-B Branch, PWRD, Dispur**



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1	Chairman	Spl. Commissioner & Spl. Commissioner, PWRD	Responsible Officer
2	Members	Sri Debajit Bhuyan, Spl. Secretary, PWRD	Additional Responsible officer
3		Additional Chief Engineer, PWD (Planning)	Web Master/ Web Information Manager
4		Chief Engineer, PWD (Roads)	Member
5		Chief Engineer, PWD (Border Roads & NEC Works)	Member
6		Chief Engineer, PWD (EAP)	Member
7		Director, Assam Road Research & Training Institute	Member
8		IT Nodal Officer, IT Cell	Website Administrator
9		Representative of NIC, Assam / IT Department, Sri Dipak Malla Buzar Baruah, Technical Director, NIC Assam	Member
10		Representative of WDC Assam, Smt. Anuradha Baruah, Technical Director, NIC Assam	Member

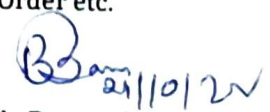
Signed by Rajesh Kemprai

Date: 21-10-2022 17:07:01
(Rajesh Kemprai)Spl. Comm. & Spl. Secretary to the Govt. of Assam
Public Works Roads Department, Dispur.Dated Dispur the 21st October, 2022**Memo No. eCF No239363/4-A**

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3. PS to Additional Chief Secretary, PWD Assam, for kind appraisal of the Additional Chief Secretary.
4. PS to the Commissioner & Secretary to the Govt of Assam, Information Technology Department for favour of information.
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13. Person concerned.

By Order etc.


 (B.Ch. Barman)
Deputy Secretary to the Govt. of Assam,
Estt-B Branch, PWRD, Dispur