



कार्यालय महालेखाकार (लेखापरीक्षा), असम, बेलतला, गुवाहाटी-781029

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT), ASSAM,
MAIDAMGAON, BELTOLA, GUWAHATI - 781 029



Order No: AG(Au)/Estate/38

Date: 27.08.2025

OFFICE ORDER

In order to ensure adequate security measures in office premises, the following security steps will come into force with immediate effect.

1. Access to office premises:


- Access to office premises would be denied/declined without Identity Card issued by the respective office.
- Access through Gate No.1 (NH Side): Morning (from 07.00 AM to 11.00 AM) & (from 04.00 PM to 08.00 PM)
- Access through Gate No. 2 (Main Gate): From 7.00 AM to 8.00 PM.
- Access through Gate No. 3 (Staff quarters Complex side): Morning (from 7.00 AM to 11.00 AM) and Evening (from 4.00 PM to 8.00 PM). **From 11.00 AM to 4.00 PM Gate No. 3 would be closed and access to office premises would be allowed through Gate No. 2 only.**

2. Vehicle Pass:

No vehicle will be allowed to enter office premises without vehicle pass with effect from 01-09-2025. Officials may apply for vehicle pass(s) on or before 27-08-2025 failing which vehicular entry to office premises would be denied in all circumstances.

3. Access to office during holidays:

Prior permission from Estate wing to be obtained well in advance to attend office on holidays/off days and to provide uninterrupted power supply. Request for attending office on holidays/off days duly approved by respective Group Officer has to be forwarded to the Estate wing for information. During holidays/off days, entry to office premises would be allowed through Gate No.2 (Main Gate) only.

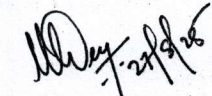

27/8/2025
Estate Officer

No.: PAG(Au)/Estate/1-3/2025-26/323-327

Date: 27.08.2025

Copy forwarded for information to:

- Deputy Accountant General (Admin), O/o the AG (A&E), Assam.
- Deputy Director, O/o the DGA (C), Kolkata, Branch Office, Guwahati.
- In-charge, Home Guards, O/o the AG (Audit), Assam.
- All Notice Boards.
- Sr. Audit Officer/ISW for necessary action.


Sr. Audit Officer/Headquarter