

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI-19.

No.DHE/CE/Misc/149/2017/74,

Dated Kahilipara, the 9th June'2021.

From: Shri D.K. Mili, ACS,
Director of Higher Education, Assam
Kahilipara, Guwahati- 19.

To,

The Principal,
All Colleges of Assam.

(Govt./Provincial)

Sub: **Regarding status of accounts related works of your college.**

Sir/Madam,

In inviting a reference on the subject cited above, I would like to request you to furnish the following informations in regards to the employees, who has been discharging the duties of accounts related works of your esteemed college. The required informations are as follow.

Further, you are requested to submit information alongwith the required documents about received and expenditure of fee weaver amounts of your college as per proforma mentioned below :

Proforma-I

Name of college	Name of employee	Date of joining	Educational qualifications	Whether under going accounts training	Whether accounts training is required	Remarks
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Proforma-II

Sl. No.	Name of college	Amount received as fee weaver (for last 3 years)	Expenditure of amount (Category wise)	Whether audited the expenditure amounts or not (if so, the audit report is required)
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The matter is urgent.

Yours faithfully,

[Signature]
Director of Higher Education, Assam
Kahilipara, Guwahati-19.