GOVERNMENT OF ASSAM
IMPLEMENTATION OF ASSAM ACCORD DEPARTMENT
DISPUR :::::::::: GUWAHATI

No. IAA 49/2012/92 Dated Dispur the 28th February, 2018.

NOTIFICATION

In pursuance of Guidelines issued by the Website Development Cell, Dispur in Tool Kit – 6 and in order to ensure a sustainable system in place for regular updation of the departmental Website the following Content Management responsibility Matrix is notified.

The purpose for having the responsibility matrix of Content Managers is to ensure that the content from all areas within the department is covered and updated and each content Manager will remain responsible for the areas of the Website as indicated against their names. Regular documents of the department viz. office circulars, office orders and Notifications etc. will have to be published on the Website by the entrusted Content Manager (as per departmental work allotment orders of the department).

However, Important contents are to be uploaded on the Website after it is approved and moderated by the Competent Authority prior to being published on the Website as per the content management responsibility matrix for creation, review and publication .

Content Management responsibility Matrix for Implementation of Assam Accord Department.

Content	**Areas**	**Who is overall responsible for the Content. (Name of the Content Manager) (Create, Review and Publish)**
Information & Service		All Content Managers of the Department.
Documents		All Content Managers of the Department.
Contact us		Shri J. K. Goswami, ACS, Joint Secretary and Member Secretary & Web Site Administrator.
Portlet Areas		All Content Managers of the Department.
Do you want to know more about :		All Content Managers of the Department.
How do I ?		All Content Managers of the Department.
Right Menu	1. SDG	All Content Managers of the Department.
.	2. Budget	1. Shri Prosurjya Protim De, Sr.A.A.(Master Trainers) 2. Shri Rana Mazumdar, Sr. A.A.(Master Trainers)
	3. Event	All Content Managers of the Department.
	4. Citizens Charter	All Content Managers of the Department.
	5. Court Cases	All Content Managers of the Department along with Master Trainers.
	6. RTI	All Content Managers of the Department.
	7. Grievance Redressal	Shri J. K. Goswami, ACS, Joint Secretary and Member Secretary & Web Site Administrator.
	8. Media Gallery	Shri J. K. Goswami, ACS, Joint Secretary and Member Secretary & Web Site Administrator.

	9. Feedback	
	10. Important link	All Content Managers of the Department.
Latest		All Content Managers of the Department.
Photo Slider		Sri Munidra Narayan Dutta, Under Secretary

Sd/-
J.K. Goswami, ACS
Joint Secretary to the Govt. of Assam
Implementation of Assam Accord Department

Memo No. IAA 49/2012/92 -A Dated Dsipur, the 28th February 2018.

Copy to:

1. P.S. to the Additional Secretary to the Govt. of Assam, Information Technology Department, Dispur for kind appraisal of the Additional Secretary.

2. P.S. to the Principal Secretary to the Govt. of Assam, Implementation of Assam Accord Department, Dispur for kind appraisal of the Principal Secretary.

3. Smti. Suchitra Pyarelal, Sr. Technical Director, NIC, Assam and Head, Web Development Cell, Govt. of Assam.

4. Mrs. Bhaswati Duara, Scientist 'D', NIC

5. Mrs. Anuradha Barua, Scientist 'C', NIC, WDC

6. All Content Managers / Master Trainer / Site Administrator of Implementation of Assam Accord Department .....

By order etc.,

Joint Secretary to the Govt. of Assam
Implementation of Assam Accord Department.

28/2/18