

**GOVERNMENT OF ASSAM
ENVIRONMENT AND FOREST DEPARTMENT
DISPUR:GUWAHATI**

**NOTIFICATION
ORDERS BY GOVERNOR**

eCF No.481967/09

In pursuance of the SOP on Gender Budgeting notified by Ministry of Women & Child Development, Government of India, and in pursuance of the Department of Expenditure, Ministry of Finance Charter for Gender Budget Cells, dated 8th March 2007, Gender Budget Cell of the Environment and Forest Department is hereby constituted with the following Members:-

Secretary to Govt. of Assam, Environment and Forest Department.	Chairperson
Senior Financial Advisor, Environment and Forest Department.	Member
Additional Principal Chief Conservator of Forest (P&D), O/o PCCF & HoFF, Assam.	Member
Additional Principal Chief Conservator of Forest (Legal), O/o PCCF & HoFF, Assam.	Member
Planning Officer-I, O/o PCCF & HoFF, Assam.	Member
Joint Secretary to Govt. of Assam, Environment and Forest Department.	Member Secretary

The role and responsibility of the Committee shall be :

1. Formulation of Gender Budget Plan and gender analysis of their schemes/ programmes.
2. Collection of gender-disaggregated data at all levels during the implementation of their programmes and schemes.
3. Preparation of Gender Budget Statement.
4. Conducting regular training of officials on Gender Responsive Budgeting.
5. Linking Gender Budget Plan to Outcome Budget and conducting Performance Audits.

The functioning of the Cell will be reviewed by the Sr. Most Secretary of the Department at least once in a year.

Spl. Chief Secretary to the Govt. of Assam
Environment and Forest Department,
Assam

Memo No. 481967/09-A

Copy to:

1. The Commissioner and Secretary, Government of Assam, Finance Department for favour of information.
2. The Joint Secretary to the Government of India, Ministry of Women and Child Development, New Delhi for information.
3. Officials concern for information and necessary action.

E-signed
Spl. Chief Secretary to the Govt. of Assam
Environment and Forest Department,
Assam