

**GOVERNMENT OF ASSAM  
OFFICE OF THE CHIEF EXECUTIVE OFFICER,  
SINGLE WINDOW AGENCY  
ASSAM UDYOG BHAWAN, BAMUNIMAIDAM, GUWAHATI-21**

No: ECF.402046/ 07

Dated: Guwahati 26<sup>th</sup> December, 2024

In order to enhance the Ease of Doing Business in Assam, the Single Window Agency hereby constituted a dedicated Task Force will be entrusted with the responsibility of designing and executing a detailed framework to facilitate the **transition of low-risk inspections to a self-certification model and medium-risk inspections to a third-party certification system**. This initiative is intended to simplify regulatory processes and foster a more business-conducive environment within the state.

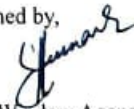
The Task Force shall consist of the following members,

Sl. No.	Member of the Task Force	Role / Designation
1	Chief Executive Officer, Single Window Agency	Chairmen
2	Additional Director, CI&C	Member Secretary
3	Nodal Officer, Inspectorate of Electricity	Member
4	Nodal Officer, Pollution Control Board, Assam	Member
5	Nodal Officer, State Drugs Control, Assam	Member
6	Nodal Officer, Assam Power Distribution Limited	Member
7	Nodal Officer, Commissionerate of Legal Meteorology	Member
8	Nodal Officer, Fire and Emergency Service, Assam	Member
9	Nodal Officer, DoHUA, Assam	Member
10	Nodal Officer, Health Department	Member
11	Nodal Officer, Department of Labour Welfare, Assam	Member

**Roles and Responsibilities of the Task Force:**

1. Develop and implement a comprehensive policy framework to enable the transition of low-risk inspections to a self-certification model and medium-risk inspections to a third-party certification mechanism, ensuring alignment with national and state regulatory standards while adhering to industry norms.
2. Conduct periodic reviews and updates of the criteria used for risk categorization to ensure they remain current, effective, and relevant to evolving business and regulatory environments.
3. Work closely with relevant government departments, industry stakeholders, and third-party agencies to ensure the effective and seamless implementation of the new inspection models.
4. Continuously monitor and assess the effectiveness of the self-certification and third-party certification mechanisms, providing recommendations for enhancements as necessary to optimize performance.
5. Identify and shortlist competent third-party agencies to undertake certification responsibilities for inspections, ensuring they meet required qualifications and standards.
6. The Chairman of the task force may nominate additional members from the relevant departments responsible for business-related inspections as needed.

Signed by,



CEO, Single Window Agency  
Assam Udyog Bhawan, Bamunimaidam,  
Guwahati-21

Copy to the:

1. Nodal Officer (EoDB).....Department, for kind information and necessary action.
2. Members of the Task Force, for kind information and necessary action.
3. Office Copy.



CEO, Single Window Agency  
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Guwahati-21