



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय  
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

शिक्षा मंत्रालय, भारत सरकार के अधीन एक राष्ट्रीय महत्व का संस्थान  
An Institute of National Importance under Ministry of Education (Shiksha Mantralaya), Govt. of India

NITMGH/ES/Int.Trans/2025-26/2/38

Dated 10/02/2026

**OFFICE ORDER**

With the approval of the Competent Authority, it is hereby notified that the following employee is assigned additional duties as per the details given below: -

Sl. No.	Name	Designation	Present Department	Additional Duty	Reporting Officer(s)
1.	Mr. Purnadip Roy	Sr. Technician	AA	Dean FW Office	Dean FW

The above-mentioned staff shall report to the Reporting Officer as indicated above. He shall assist the Dean (FW) Office in completing the updation of Faculty Service Books.

Mr. Roy shall attend duty in the Dean (FW) Office for a period of one (01) month only.

This issues with the approval of the Competent Authority.

  
(Dr. B. Chakravarty)  
Registrar

To,

1. Concerned Staff as mentioned in the above table for information and necessary action.

Copy to:

1. Director's Office for kind information of the Director.
2. Dean (FW) for kind information
3. Dean (AA) for kind information
4. Faculty-in-Charge, CC for information and making necessary changes on the Institute website
5. PiC Hindi, for information and necessary action
6. Superintendent SG-II (ES) for information.
7. E-Notice to all employees for information
8. Concerned personal file for record.
9. Guard File (ES) for record.