



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

No. NITMGH/ES/NOT/Vol.VII/2022-23/1279

Date: 28.09.2022.

**OFFICE ORDER**

This is to notify that with approval of the Director, the following Assistant Registrars are transferred and posted as per the table shown below:-

Sl. No.	Names	Current Posting	Section(s) allotted	Reporting Officer(s)
1	Mr. Himanshu Yadav	Director's Office, Finance & Accounts Section, Internal Audit Section (In charge)	Director's Office, Internal Audit Section	Director / Registrar
2.	Mr. Binoy Das	-	Finance & Accounts Section.	Registrar

The above-named Assistant Registrars shall report to their respective Reporting Officers and carryout the duties and responsibilities as assigned to them. They shall carry out the duties and responsibilities as specified for the post and any other responsibilities as may be assigned by the Reporting/Reviewing Officers, Ministry of Education and such other Authorities of the Institute from time to time.

This order shall come into force with immediate effect until further orders.

This issues with the approval of the Director.

  
(B. N. Choudhury)  
Registrar

Copy to:-

- 1) AR (DR), NIT Meghalaya for kind information of the Director.
- 2) AR (ES) for information.
- 3) E-Notice to all faculty and staff.
- 4) Concerned personal files for record.



No. NITMGH/ES/NOT/Vol.VIII/2022-23/2532

Date: 31.01.2023.

### OFFICE ORDER

This is to notify that with approval of the Competent Authority, the following employees are reshuffled as per the table shown below: -

Sl. No.	Names	From	To	Reporting Officer
1.	Mr. Himanshu Yadav	Director's Office & Internal Audit Section	Internal Audit Section	Registrar
2.	Ms. Shampa Purkayastha	Establishment Section	Director's Office	Registrar
3.	Mr. Manfred E. Kurbah	Academics Section	Establishment Section	Assistant Registrar (ES)
4.	Mr. Keshav Tamang	Registrar's Office	Internal Audit Section	Assistant Registrar (IA)
5.	Mr. Redsing K. Shabong	Establishment Section	Registrar's Office	Registrar

The above employees shall report to their respective Reporting Officers, who will assign their duties and responsibilities. They shall carry out the duties as specified for the post and any other responsibility as may be assigned by the Authorities of the Institute from time to time.

This shall be with immediate effect until further orders.

This issues with the approval of the Director.

*Dr. Manoj*  
31/01/23  
Registrar (I/c)

Copy to:-

- 1) AR (DR), NIT Meghalaya for kind information of the Director.
- 2) Dean (AA), NIT Meghalaya, for kind information.
- 3) AR (ES) / AR (FA) / AR (AA)/ AR(IA) for information.
- 4) Concerned personal files for record.



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

२७

Ref. No.: NITMGH/ES/NOT/Vol.VIII/2022-23/2998

Date: 20.03.2023.

**OFFICE ORDER**

This is to notify that with approval of the Director, the following Office Assistants (Outsourced) are transferred, posted and assigned additional duties as per the table shown below: -

Sl. No.	Name	Transfer from	Transfer to	Additional Duties	Reporting Officer(s)
1.	Ms. Brapsimon Bareh	Not Applicable		Assisting in the Chief Warden's Office in addition with duties already assigned earlier	Dean (SW), Chairman, IQAC and Chief Warden
2.	Ms. Larisa Rynda Jyrwa	Examination Cell	Academics Section	Assisting in the Examination Cell during Mid-Term and Semester examinations in addition with AA Section duties	Dean (AA) & AR (AA) normally and Chairman, Examination Cell during examinations

The above-named staff shall report to the Officers mentioned in the table, who will assign their duties and responsibilities. They shall carry out all the duties and responsibilities attached to the post and also any other duties / responsibilities as may be assigned by the Institute authorities from time to time.

Ms. Brapsimon Bareh, Office Asst. (Outsourced) will take over the charge of Jr. Asst. (CWO) from Mrs. Jiedriti Mary Nongkynrih, Junior Assistant before the latter shifts to AA Section.

This shall be with effect from 01.04.2023 and until further orders.

This issues with approval of the Director.

  
(Dr. R. N. Mahapatra)  
Registrar

**Copy Forwarded to: -**

1. PA to the Director, NIT Meghalaya for kind information the Director.
2. All Deans, NIT Meghalaya for kind information.
3. Chairman, IQAC, NIT Meghalaya for kind information.
4. Chief Warden, NIT Meghalaya for information.
5. All ARs, NIT Meghalaya for information.
6. Mrs. Jiedriti Mary Nongkynrih, Junior Assistant for information and necessary action.
7. The Proprietor, Ranger Security & Services Organisation, Mawlai Phudmuri, Shillong – 793008 for information.
8. Mr. W. Nongspung, Office Assistant (Outsourced) for information and necessary action.
9. Ms. Brapsimon Bareh and Ms. Larisa Rynda Jyrwa, Office Assistant (Outsourced) for information and necessary action.
10. File No. NITMGH/ES/RSSO for record.



Ref. No.: NITMGH/ES/NOT/Vol.VIII/2022-23/27.9.7

Date: 27.03.2023.

**OFFICE ORDER**

This is to notify that with approval of the Director, Mrs. Jiedriti Mary Nongkynrih, Junior Assistant, is transferred and posted as per the table shown below: -

Sl. No.	Name and Designation	Transfer from	Transfer to	Reporting Officer(s)
1.	Mrs. Jiedriti Mary Nongkynrih, Junior Assistant	Chief Warden's Office	Academics Section	Dean (AA) & AR(AA)

Mrs. Jiedriti Mary Nongkynrih, Junior Assistant shall report to the Dean (AA) and AR (AA) who will assign her duties and responsibilities. She shall carry out all the duties and responsibilities attached to the post and also any other duties / responsibilities as may be assigned by the Institute authorities from time to time.

Mrs. Jiedriti Mary Nongkynrih, Junior Assistant will hand over the charge of Jr. Asst. (CWO) to Ms. Brapsimon Bareh, Office Asst. (Outsourced) before shifting to AA Section.

AR (AA) may allocate / distribute the duties between the officials in her Section for easy, smooth and convenience of work as per the requirement and suitability and decide the leave relievers.

This shall be with effect from 01.04.2023 and until further orders.

This issues with approval of the Director.

  
(Dr. R. N. Mahapatra)  
Registrar

**Copy Forwarded to: -**

1. PA to the Director, NIT Meghalaya for kind information the Director.
2. All Deans, NIT Meghalaya for kind information.
3. Chief Warden, NIT Meghalaya for information.
4. All ARs, NIT Meghalaya for information.
5. All Superintendents, NIT Meghalaya for information.
6. Mrs. Jiedriti Mary Nongkynrih, Junior Assistant for information and necessary action.
7. Concerned Personal File for record.



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

Date: 27.03.2022.

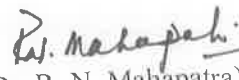
No. NITMGH/ES/NOT/Vol.VIII/2022-23/ 3071

**OFFICE ORDER**

In supersession to this Institute's Office Order No.: NITMGH/ES/NOT/Vol.VI/2021-22/2884 dated 14.03.2022, this is to notify that the Competent Authority has granted approval that Mr. Souradeep Bhowmick, TA (ME) and Mr. Balateiskhem Syiemlich, TA (CY) will continue both at the CIF and their respective Departments as per the following terms:-

- As per the Institute's Office Order No.: NITMGH/ES/Trans/Hiring/Vol. III/2022-23/2974 dated 16.03.2023 it has been notified that one Institute vehicle shall be engaged for weekly visit / trip on Wednesdays to the permanent campus at Sohra w.e.f. 15th March 2023. Accordingly, the two staff will visit CIF, Sohra only on Wednesdays every week and they will be in their Department on the other days of the week carrying out Department duties.
- The HODs of CY and ME shall accordingly assign duties to the two staff in such a way that they will be free on Wednesdays.
- The HODs of CY and ME shall also be informed that in case of any exigency that may arise at CIF, Sohra where presence of the two staff will be required (like delivery and installation of an equipment, and to carry out experiments/ tests for external applicants) the CIF Chairman will have to inform the concerned HOD and obtain relieve for the staff from Dept duties during these exigencies. The HODs of the two Depts. shall also permit the staff to attend to these exigencies, under normal circumstances.
- the two staff will, therefore, continue to report to their respective HODs on all days except on Wednesdays and during times of exigencies when they will have to report to the CIF Chairman.
- Leave and other applications will be routed through the respective HODs, as usual, and it will be the duty of the staff to inform the CIF Chairman for leave taken and approved on a Wednesday and for any other duty assigned to them by the Dept. which may affect their planned visit to CIF, Sohra.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

- To,
1. Mr. Souradeep Bhowmick, Technical Assistant, ME Department, for information and necessary action.
  2. Mr. Balateiskhem Syiemlich, Technical Assistant, CY Department, for information and necessary action.

Copy to:-

- 1) PA to the Director, NIT Meghalaya for kind information of the Director.
- 2) Chairman, CIF, NIT Meghalaya, for kind information.
- 3) HoD, ME, NIT Meghalaya, for kind information.
- 4) HoD, CY, NIT Meghalaya, for kind information.
- 5) AR (ES) / AR (FA)/AR(IA) for information.
- 6) Superintendent (ES) / Superintendent (FA) / Superintendent (IA) for information.
- 7) Concerned personal files for record.

बिज्नी काम्प्लेक्स, लैतुमखराह, शिलांग- 793003, मेघालय, भारत  
Bijni Complex, Laitumkhrah, Shillong - 793003, Meghalaya, India  
दूरआवाज/फ: +91 0364 2501294, फ़ैक्स/Fax:- +91 0364 2501113  
वेबसाइट/Website: www.nitm.ac.in



(124) of c

**राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय**  
**NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA**  
(An Institute of National Importance under MoE, Govt. of India)

Bijni Complex, Laitumkrah, Shillong – 793003 (India)  
Ph: +91-364-2501294 Fax: +91-364-2501113  
Website: www.nitm.ac.in

No. NITMGH/ES/NOT/Vol.VIII/2022-23/ 3114

Date: 30.03.2023.

**OFFICE ORDER**

This is to notify that with approval of the Competent Authority, the posting of the following employee is being reshuffled as per the table shown below: -

Sl. No.	Name	Designation	Transfer from	Transfer to	Reporting Officer(s)
1.	Ms. Pragya Yadav	Superintendent	AA Section	ES	AR (ES)

The staff shall hand over and take over charge in the respective Section w.e.f. 01.04.2023. This shall be effective till the joining of a Regular Director.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

Copy to:-

- 1) PA to the Director, NIT Meghalaya for kind information of the Director.
- 2) E notice to all employees.
- 3) AR (ES) / AR (FA) / AR (AA) for information.
- 4) Concerned personal files for record.



126

Ref. No.: NITMGH/ES/NOT/Vol.VIII/2022-23/3085

Date: 29.03.2023.

### OFFICE ORDER

In partial modification to this Institute's Office Order No.: NITMGH/ES/NOT/Vol.VIII/2022-23/2998 dated 20.03.2023, the posting in respect of the following Outsourced Office Assistants is hereby modified as detailed below: -

Sl. No.	Name	Additional Duties	Reporting Officer(s)
1.	Ms. Brapsimon Bareh	Assisting in the Chief Warden's Office in addition with duties already assigned earlier	Dean (SW), Chairman, IQAC and Chief Warden
2.	Ms. Larisa Rynda Jyrwa	Assisting in the Academic Affair duties of the Academic Section in addition with examination duties during Mid-Term and Semester examinations.	The Chairman, Examination Cell normally and shall report to The Dean (AA) and AR (AA) in the circumstance of Academic Affair duties.

The other contents of the original Office Order will remain unchanged.

This issues with approval of the Director.

  
(Dr. R. N. Mahapatra)  
Registrar

#### Copy Forwarded to: -

1. PA to the Director, NIT Meghalaya for kind information the Director.
2. All Deans, NIT Meghalaya for kind information.
3. Chairman, IQAC, NIT Meghalaya for kind information.
4. Chief Warden, NIT Meghalaya for information.
5. All ARs, NIT Meghalaya for information.
6. Mrs. Jiedriti Mary Nongkynrih, Junior Assistant for information and necessary action.
7. The Proprietor, Ranger Security & Services Organisation, Mawlai Phudmuri, Shillong – 793008 for information.
8. Mr. W. Nongspung, Office Assistant (Outsourced) for information and necessary action.
9. Ms. Brapsimon Bareh and Ms. Larisa Rynda Jyrwa, Office Assistant (Outsourced) for information and necessary action.
10. File No. NITMGH/ES/RSSO for record.



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय  
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA  
(An Institute of National Importance under MoE, Govt. of India)

O/C 14

Bijni Complex, Laitumkrah, Shillong -- 793003 (India)  
Ph: +91-364-2501294 Fax: +91-364-2501113  
Website: www.nitm.ac.in

No. NITMGH/ES/NOT/Vol.VIII/2023-24/52

Date: 11.04.2023


**OFFICE ORDER**

This is to notify that with approval of the Competent Authority, the following employees are reshuffled as per the table shown below: -

Sl. No.	Name	Designation	Transfer from	Transfer to	Reporting Officer(s)
1.	Ms. Shampa Purkayastha	Personal Assistant	DR Office	ES Section	AR(ES)
2.	Mr. Alok Prakash Tripathi	Superintendent	ES Section	DR Office	Director

The staff shall hand over and take over charge in the respective Sections with immediate effect.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

Copy to:-

- 1) PA to the Director, NIT Meghalaya for kind information of the Director.
- 2) E notice to all employees.
- 3) All AR's for information.
- 4) Concerned personal files for record.





No. NITMGH/ES/NOT/Vol.VIII/2023-24/186

Date: 26.04.2023.

**OFFICE ORDER**

In supersession of this Institute's Office Order No. NITMGH/ES/NOT/Vol.VIII/2023-24/85 dated 13.04.2023, this is to notify that the Competent Authority has approved that the Officer and Staff of the Engineering Section viz Mr. Lastmoon Kharpran, Executive Engineer, Mr. Myselmon Pyngrope, JE (Civil) and Mr. Remond Swer, JE (EE) will operate from the Permanent Campus on a regular basis. The Dean(P&D) shall ask them to report at the temporary campus (Bijni Complex) on requirement.

This shall be effective w.e.f 01.05.2023 and until further orders.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

To,

The concerned members for information and necessary action.

Copy to:

1. Director' Office for kind information of the Director, NIT Meghalaya
2. Dean(PD), NIT Meghalaya for information and needful please.
3. E notice to all employees
4. Concerned Personal File for record.



Ref. No.: NITMGH/ES/NOT/Vol.VIII/2023-24/193

Date: 27.04.2023

**OFFICE ORDER**

In pursuance to this Institute's Letter issued vide Ref. No.: NITMGH/ES/NF-212/Supdt/Vol.III/2023-24/63 Dated 12.04.2023 in regards to the acceptance of Technical Resignation from the post of Superintendent in favour of Mr. Alok Prakash Tripathi, Superintendent, Director's Office (DR); this is to notify that with approval of the Competent Authority, the following employees are reshuffled as per the table shown below: -

Sl. No.	Name	Designation	Transferred from	Transferred to	Reporting Officer(s)	Reviewing Officer(s)
1.	Ms. Shampa Purkayastha	Personal Assistant	ES Section	AA Section	AR (AA)	Dean (AA)
2.	Mr. Damut Janai Sahkhar	Superintendent	AA Section	DR Office	Registrar	Director

The staff shall hand over and take over charge in the respective Sections with effect from 01.05.2023.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

To,

The concerned staff for kind information and needful please.

Copy Forwarded to: -

- 1) Director's Office, NIT Meghalaya for kind information of the Director.
- 2) Dean (AA) for kind information.
- 3) All AR's for information.
- 4) E-notice to all employees.
- 5) Concerned personal files for record.



Ref. No.: NITMGH/ES/NOT/Vol.VIII/2023-24/.....201

Date: 28.04.2023

## OFFICE ORDER

This is to notify that the Competent Authority has appointed Mr. Himanshu Yadav, Assistant Registrar (IA), as Hindi Officer of the Institute with immediate effect and until further orders. He shall take over charge from Mr. Alok Prakash Tripathi, outgoing Hindi Officer immediately.

The duties and responsibilities of the Hindi Officer are as follows: -

1. Replying to Ministry of Education queries or to any other queries received from the Department of Official Language, Ministry of Home Affairs.
2. Updating of quarterly reports in the registered portal.
3. Organizing of Hindi Pakhwada and other events related with Hindi.
4. Any other duties assigned by the Institute Authorities from time to time.

The service rendered by the outgoing Hindi Officer is hereby acknowledged and appreciated.

This issues with the approval of the Competent Authority.

  
(Dr. R. N. Mahapatra)  
Registrar

To,

The concerned staff for kind information and needful please.

Copy Forwarded to: -

- 1) Director's Office, NIT Meghalaya for kind information of the Director.
- 2) All Deans for kind information.
- 3) All AR's for information.
- 4) E-notice to all employees.
- 5) Concerned personal files for record.



Ref. No.: NITMGH/ES/NOT/Vol.VIII/2023-24/494

Date: 5.06.2023.

**OFFICE ORDER**

In partial modification to this Institute's Office Order No.: NITMGH/ES/NOT/Vol.VIII/2022-23/3085 Dated 29.03.2023, the posting in respect of the following Outsourced Office Assistant is hereby modified as detailed below with immediate effect until further orders: -

Sl. No.	Name	Duties	Reporting Officer(s)
1.	Ms. Larisa Rynda Jyrwa	Assisting in the Dean (SW) Office duties in addition with examination duties during Mid-Term and Semester examinations.	The Chairman, Examination Cell normally and shall report to The Dean (SW) in the circumstance of Student Welfare duties

The other contents of the original Office Order will remain unchanged.

This issues with approval of the Director.

*P. Mahapatra*  
Registrar

**Copy Forwarded to: -**

1. Director's Office, NIT Meghalaya for kind information the Director.
2. All Deans, NIT Meghalaya for kind information.
3. All ARs, NIT Meghalaya for information.
4. The Proprietor, Ranger Security & Services Organisation, Mawlai Phudmuri, Shillong - 793008 for information.
5. Mr. W. Nongspung, Office Assistant (Outsourced) for information and necessary action.
6. Ms. Larisa Rynda Jyrwa, Office Assistant (Outsourced) for information and necessary action.
7. File No. NITMGH/ES/RSSO for record.



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

(66) etc

Ref. No.: NITMGH/ES/NOT/PT/2023-24/763

Date: 5.07.2023

To,

The Proprietor  
Ranger Security & Services Organisation (RSSO),  
Mawlai Phudmuri, Shillong - 793008

**Sub: - Transfer of Mr. Jiten Kalita-reg.**

With reference to the subject cited above, this is to inform you that the Competent Authority of the Institute has approved for re-transferring of the following staff as per the details given below: -

Sl. No.	Name	Designation	Transferred from	Transferred to
1.	Mr. Jiten Kalita	Cook (outsourced staff)	Director's Quarter, Polo Hills, Shillong	Institute Transit House at Dharapur, Guwahati, Assam

The staff shall take over charge with immediate effect.

In this regard, you are therefore requested to take immediate necessary steps for the implementation of the same.

Yours sincerely,

Registrar (i/c)

**Copy Forwarded to: -**

- 1) Director's Office, NIT Meghalaya for kind information of the Director.
- 2) PiC, Institute Guesthouse at Guwahati for kind information.
- 3) AR (ES) / AR (IA) / AR (FA) for information.
- 4) Superintendent (ES) / Superintendent (FA) Superintendent (IA) for information.
- 5) Mr. Wellborn Nongspung, OA (outsourced staff) for information and necessary action.
- 6) Mr. Jiten Kalita for information and necessary action.



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

Ref. No.: NITMGH/ES/NOT/PT-2/2023-24/.7.5.3

Date: ..H..07.2023.

**OFFICE ORDER**

This is to notify that with approval of the Director, the following Outsourced staff are transferred, posted and assigned additional duties as per the table shown below: -

Sl. No.	Name	Designation	Transfer from	Transfer to	Section(s) allotted	Reporting Officer(s)
1.	Ms. Maphidaker Nongrum	Office Assistant	Purchase section	Examination Cell & Student's Welfare Office	-	Dean (SW) & Chairman, Examination Cell
2.	Ms. Veronica Lyngdoh Mawphlang	Peon	Not Applicable		Academics Affairs Section & Deans' Block	All Deans and AR (AA)
3.	Ms. Dahunlang Kharsyntiew	Peon	Not Applicable		Academics Affairs Section & All Deans' Office	All Deans and AR (AA)
4.	Mrs. Persara Kharkongor	Peon	Not Applicable		Academics Affairs & Examination Cell	Dean (AA) and AR (AA) and Chairman, Examination Cell.
5.	Mr. Freddy Mawniuh	Peon	Establishment Section	Chief Warden's Office, Academic Block & Examination Cell	-	Chief Warden and Chairman, Examination Cell.
6.	Mrs. Nasara Kharumnuid	Peon	Not Applicable		Director's Office & Establishment Section	Director and Registrar

The above-named staff shall report to the Officers mentioned in the table, who will assign their duties and responsibilities. They shall carry out all the duties and responsibilities attached to the post and also any other duties / responsibilities as may be assigned by the Institute authorities from time to time.