



पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ्य एवं आयुर्विज्ञान संस्थान, शिलांग
NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG

(भारत सरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, स्वायत्त संस्थान)

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

निदेशक ब्लॉक, मावडीयांगडीयांग, शिलांग - 793018 मेघालय

Director's Block, Mawdiangdiang, Shillong - 793018 Meghalaya

E-mail - info.neigrhms@gov.in
www.neigrhms.gov.in
EPABX : (0364) 2538025

No.NEIGR/GAD/97/2012/Pt

Dated the 30th March 2020

CIRCULAR

The Institute has been issuing Vehicle Pass to employees strictly for attending their official duties with the sole purpose that they reach their respective work places without any difficulty. However, it is reported that the vehicle passes issued by the Institute are being misused by some employees.

It is hereby directed that Vehicle Passes be strictly meant for movement from residence to workplace and back. In the event, if any employee is being stopped / questioned by the District Administration for violating / misusing of the Institute vehicle passes, the Institute will not take any responsibility.

On expiry of validity of the current vehicle pass i.e. 31st March 2020, employees are requested to renew and collect the vehicle pass from General Administration. Employees availing the vehicle passes should clearly mention their name, ID Card No., department to which they belong, vehicle no and vehicle make (eg. Maruti Swift, Hyundai i10, bike, scooty, etc). Employees will be issued single pass only for 1 (one) vehicle.

“The Vehicle Pass is meant to be used strictly within Shillong Region only”.

Deputy Director (Admn)


No.NEIGR/GAD/97/2012/Pt

Dated the 30th March 2020

Copy for information necessary action to:

1. Dean, NEIGRIHMS.
2. The Medical Superintendent, NEIGRIHMS
3. The HOD/HOD Incharge fo all Dept., NEIGRIHMS
4. The Principal, College of Nursing, NEIGRIHMS
5. The Librarian, NEIGRIHMS

6. The Chief Security Officer, NEIGRIHMS
7. The Law Officer, NEIGRIHMS
8. The Store & Procurement Officer, NEIGRIHMS
9. The Executive Engineer (Civil), NEIGRIHMS
10. The Assistant Engineer (Electrical), NEIGRIHMS
11. The Accounts Officer, NEIGRIHMS
12. P.A to Director for kind information of the Director, NEIGRIHMS
13. All Section Heads.



30/3

Deputy Director (Admn)