NEIGRIHMS
NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES,
SHILLONG
(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)
Director’s Block, Mawdiangdiang, Shillong – 7930018 Meghalaya
www.neigrihms.gov.in

NEIGR-DIR/01/2016/352

Dated: 7th February 2018

8th CONVOCATION / ANNUAL DAY (March 5, 2018)
WORKSHOP (writing of Research Paper) (March 15, 2018)
RESEARCH PRESENTATION PROGRAMME (March 16 & 17 2018)

The Director NEIGRIHMS is pleased to constitute the following committees for forthcoming
8th CONVOCATION / ANNUAL DAY of NEIGRIHMS, with Workshop on “Writing of Research
Paper” and “Scientific Research Presentation Programme”.

Patron
Prof. D.M. Thappa
Director

Co-Patron
Prof. A.C. Phukan
Dean

Organising Chairperson
Prof. P.K. Bhattacharya

Organising Secretary
Dr. Star Pala

Co-Organising Secretaries
Dr. Bishwajeet Saikia
Dr. Biswajit Dey
**Academic and Research Committee:**
Chairperson - Prof. V. Raphael
Secretary - Dr. Annie Khyriem
Joint Secretary - Dr. Bhupen Barman
Members - Dr. Sara Ralte
Dr. Samajit Dey
Dr. Caleb Harris
Dr. Donkupar Khongwar

**Work assigned to the Committee:** Screening of publications done from April 2017 – March 2018 for best Paper Award. Also make the jury for best scientific presentations during “Scientific Research Presentation Programme of the Annual day” Publication of Scientific abstract book/CME book. Committee has to co-ordinate with the organizing committee for their programme.

**Scientific publication Committee:**
Chairperson - Dr. W.V. Lyngdoh
Secretary - Dr. Julie Wahlang
Joint Secretary - Dr. Clarissa
Members - Dr. Himesh Barman
Dr. Vinay Singh
Dr. Umesh Das
Dr. Monaliza Lyngdoh

**Work assigned to the Committee:** Format the Scientific programme of “Scientific Research Presentation Programme of the Annual day” also make the jury for best scientific presentations during. Publication of Scientific Abstract book/CME book. Arrangement and co ordination of “6th Indira Gandhi Oration – 2018” and Guest Lecture Committee has to co-ordinate with the organizing committee for their programme.

**Reception / Inauguration Committee:**
Chairperson - Ms. C.E. Myrthong
Members - Prof. Chayna Sarkar
Dr. D.K. Brahama
Ms. Bharati Bora
Ms. Eliza J. Bathew
Ms. N. Taso

**Work assigned to the Committee:** Finalizing minute to program of inauguration with Director (NEIGRIHMS), Plan convocation including arranging convocation robes and dress rehearsal, Inaugural song. Briefing the Master of ceremony, minute to minute of award ceremony, Co-coordinating with hall and decoration committee particularly for the PA system function optimization and Press Correspondence.
**Hospitality and Protocol Committee:**
Chairperson - Dr. Yookarin Khonglah
Secretary - Dr. John Lyngdoh
Members - Dr. Happy Chutia
Dr. Lanlyn Thangkhiew
Dr. Intekkab Alam

**Work assigned to the Committee:** Receiving guests, hospitality and protocol, Master of ceremony rehearsal, Bouquet presentation, coordinate with certificate committee for timely printing and writing correct names of awardees

**Liasoning Committee:**
Chairman - Prof. C. Daniala
Secretary - Dr. R. Hajong
Members - Dr. Pranjal Phukan
Dr. Chandan Kr Nath

**Work assigned to the Committee:** Co-ordinate activities of all committees for successful hosting of the 2 days of Foundation day

**Certificate and Award Committee:**
Chairperson - Prof. Asima Bhattacharryya
Members - Dr. S. L. Sailo
Dr. Amit Malvya
Dr. Abhijeet Bhatia
Dr. Barun Kumar Sharma
Dr. Himashree Bhattacharya
Ms. Rakhi Roy
Mr. Sudhansh Rai

**Work assign to the Committee:** Format and printing of certificates, coordinate with souvenir/memento committee

**Invitation Committee:**
Chairperson - Dr. Manika Agarwal
Members - Dr. Arvind Nongpiur
Dr. Dathiadiam Tongper
Ms. Ridaker Khonglah
Mr. Shanboklang Kharbhih
Ms. Badarilyne Rynathiang
Mr. Ruban Sarma

**Work assigned to the Committee:** Decide the list of dignitaries and expedite sending invitation to dignitaries to be invited for the function
### Mementos & Souvenir Committee:

<table>
<thead>
<tr>
<th>Role</th>
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<tbody>
<tr>
<td>Chairman</td>
<td>Prof. G.K. Medhi</td>
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<td>Secretary</td>
<td>Dr. Nari Lyngdoh</td>
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<tr>
<td>Members</td>
<td>Dr. Jaya Mishra</td>
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<td>Dr. Arindom Kakoti</td>
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<td>Dr. Benjamin Nongrum</td>
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<td>Ms. Wanda Dkhar</td>
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### Print Media and Publicity:

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<tr>
<td>Chairman</td>
<td>Prof. Noor Topno</td>
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<tr>
<td>Secretary</td>
<td>Dr. K. Pandita</td>
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<tr>
<td>Members</td>
<td>Dr. Brian Shunyu</td>
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<td>Dr. Tej Wundawalli</td>
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<td>Ms. Mamta Singha</td>
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### Hall Management and Decoration Committee:

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<tr>
<td>Chairman</td>
<td>Dr. Bhaskar Borgohain</td>
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<tr>
<td>Secretary</td>
<td>Dr. Baphira Wankhar</td>
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<tr>
<td>Members</td>
<td>Dr. Sriram Sharma</td>
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<td>Dr. Ananya Das</td>
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<td>Dr. Sairem M Chanu</td>
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<td></td>
<td>Ms. Elisa J Bathew</td>
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<td>Mr. Ferdinand Jarain</td>
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<td>Mr. Mayborn Kharpuri</td>
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### Master of Ceremony:

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<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>Chairman</td>
<td>Prof. P. Bhattacharyya</td>
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<tr>
<td>Secretary</td>
<td>Dr. Shikha Thakur</td>
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<tr>
<td>Members</td>
<td>Dr. Manish Kapoor</td>
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<td>Dr. Rituparna Barooah</td>
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<td>Dr. E Marbaniang</td>
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<td>Dr. Amrita Sarkar</td>
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### Accommodation Committee:

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<th>Role</th>
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<tbody>
<tr>
<td>Chairman</td>
<td>Prof. Manuj Saikia</td>
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<tr>
<td>Secretary</td>
<td>Dr. Binod Kumar Thakur</td>
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<tr>
<td>Members</td>
<td>Dr. A. Dona Ropmay</td>
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<td>Dr. D. Slong</td>
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<td>Mr. Rajiv Pradhan</td>
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Finance Committee:
Chairman - Mr. David Umdor
Secretary - Dr. Chandan Kr Nath
Members - Dr. Tashi G Khonglah
           Dr. Lomtu Rongrang

Cultural Programme Committee:
Chairman - Dr. K.G. Lynrah
Members - Dr. Sharat Agarwal
          Dr. Alice Abraham
          Ms. Eliza Batheu
          Ms. Soma Das
          Ms. Mamoni Morang
          Mr. Debal Das

Transport Committee:
Chairman - Prof. A.J. Patowary
Members - Dr. Daunipaia Slong
          Mr. T. Dkhar
          Mr. Umesh Sarma

Refreshment / Food Committee
Chairman - Mr. David T. Umdor
Members - Dr. Amitab Sarma
           Dr. M. Jamil
           Ms. Tyngkai Rynjah
           Ms. Balasara Basaiawmoit
           Mr. Rajiv Pradhan
           Mr. M. Kiling

Copy for information and necessary action to:
1. PA to Dean for information of the Dean
2. PA to Medical Superintendant for information of the Medical Superintendant
3. All HODs & In charge of Departments
4. Deputy Director (Admn)
5. Principal Nursing College
6. Person concerned
7. Ms. Pynhunlin Sutnga, DPA for uploading in the Institute Website
8. Office copy

Prof. D.M. Thappa
Director
7/2/2018