पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ एवं आयुर्विज्ञान संस्थान, शिलांग

NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG

(भारत सरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, स्वायत संस्थान) (An Autonomous Institute, Ministry of Health and Family Welfare, Government of India) निदेशक ब्लॉक. मावडीयांगडीयांग. शिलांग - 793018 मेघालय Directo's Block, Mawdiangdiang, Shillong - 793018 Meghalaya

E-mail - info.neigrihms@nic.in www.neigrihms.gov.in EP|ABX: (0364) 2538025 Tel: 0364-2538013/2538010

Fax: 0364-2538003

Dated the 7th February 2024

F. No.

No. NEIGR-E.III/7/2017/Pt-IV

### **NOTIFICATION**

: Uploading the proposed amendment of RRs for Isolated posts in NEIGRIHMS website for Sub Comments by stakeholder within a period of 30 days:

In compliance to Ministry of Health & Family Welfare Letter F.No.U-12012/57/2022-NE-Part (14) dated 02.02.2024 the amended draft Recruitment Rules of the following posts in the Computer Section and Security Section are uploaded in the Institute's website for inviting comments from the stakeholders:

#### A. Computer Section:

- 1. System Analyst
- 2. Programmer
- 3. Data Processing Assistant Grade-I
- 4. Data Processing Assistant Grade-II

### B. Security Section:

- 1. Chief Fire Guard
- 2. Fire Guard

All the stakeholders are requested to go through the amended/proposed draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of 30 days from the date of publication of the notification and also send the soft copy via email at neigrihms.e3@gmail.com. In case no comments is received within the stipulated period of 30 days, the amended/proposed draft Recruitment Rules will be treated as final and the Institute will proceed further for taking necessary action for amendment of the above draft Recruitment Rules.

> (Smt.F.R. Tariang) Deputy Director (Admn) I/c **NEIGRIHMS**

Memo No. NEIGR-E.III/7/2017/Pt-IV

Dated the 7<sup>th</sup> February 2024

Copy to: Shri R. Lyngdoh for uploading in the Institute's website immediately for information of all concerned.

> (Smt. F.R. Tariang) Deputy Director (Admn) I/c **NEIGRIHMS**

# STATEMENT OF EXISTING APPROVED RECRUITMENT RULES AND AMENDED DRAFT RECRUITMENT RULES OF COMPUTER SECTION AND SECURITY SECTION OF NEIGRIHMS

| Sl No | Description   | Existing approved RR  | Amended draft RR by Ministry  |
|-------|---|---|---|
| 1     | Name of post  | System Analyst  | System Analyst  |
| 2     | Number of post  | 01* (2012) *subject to variation dependent on workload  | 01* (2024) *Subject to variation dependent on workload  |
| 3     | Classification  | Group 'A'   | Group 'A'   |
| 4     | Level in the Pay Matrix   | Pay Band -3, Rs 15600-39100/- with Grade Pay of Rs-6600/-   | Level - 11 of the Pay Matrix  |
| 5     | Whether Selection post or non-selection post  | Not Applicable  | Not applicable  |
| 6     | Age limit for direct recruits   | Not Exceeding 45 years (Relaxable for Government servants' upto 5 years in accordance with the instruction or orders issued by the Central Government).   | Not exceeding 40 years (Relaxable in accordance with the instructions or orders issued by the Central Government)   |
| 7     | Educational and other qualifications required for direct recruits   | <ul> <li>(i) Master's Degree in Computer Application/Computer Science or M.Tech (with specialization in Computer Application) or BE/B.Tech in Computer Engineering/Computer Science/Computer Technology of a recognized University or equivalent.</li> <li>(ii) Five years experience of Electronic Data Processing, out of which at least two years' experience should be in actual programming. OR</li> <li>(i) Degree in Computer Application/Computer Science or Degree in Electronic/Electronics and Communication Engineering from a recognized University or equivalent.</li> <li>(ii) Seven years experience of Electronic Data Processing work, out of which at least three years experience should be in actual Programming.</li> </ul> | (i) Masters Degree in Computer Application/ Computer Science or M.Tech (with specialization in Computer Application) or BE/B.Tech in Computer Engineering/Computer Science/Computer Technology of a recognized University or equivalent.  (ii) Five years experience of Electronic Data Processing, out of which at least two years experience should be in actual programming. |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees   | Not Applicable  | No  |
| 9     | Period of probation, if any   | Two years for direct recruit  | Two Years for direct recruit  |
| 10    | Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods | By Composite Method (Deputation/Promotion) failing which by Direct Recruitment  | By Composite Method (Deputation/Promotion) failing which by Direct Recruitment.   |
| 11    | In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made                                      | Deputation/Promotion Officers of the Central Government/State Governments/ Union Territories/ Autonomous Organizations/Statutory Bodies/Public Sector Undertaking   | Deputation (ISTC) / Promotion   |

|    |  | 1. Holding Analogous post on a regular basis in the parent cadre/department or 2. With five years' service in the grade rendered after appointment on a regular basis in the pay band-3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- or equivalent in the parent cadre/department and possessing educational qualification and experience prescribed under column 7   | Holding analogous post on a regular basis in the parent cadre/department; or     with 05 years' service in the grade rendered after appointment on a regular basis in Level 10 of the Pay Matrix or equivalent in the parent cadre /department and  B.  Possess educational qualification and experience prescribed under column 7   |
|----|--|--|--|
|    |  | Note 1: The Departmental Programmer in pay Band-3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- with five years' regular service in the Grade shall also be considered along with deputationist and in case he or she is selected the post shall be deemed to have been filled by promotion  Note 2: The period of deputation including the period of  | Note:  The Departmental Programmer in level 10 of the pay matrix with 05 years' regular service in the Grade shall also be considered along with deputationist and in case he or she is selected the post shall be deemed to have been filled by promotion.  |
|    |  | deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications  | The period of deputation including the period of deputation in another excadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed 05 (Five) years. The maximum age limit for appointment on deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application.   |
| 12 | If a Departmental Promotion Committee exists what is its composition                               | Director, NEIGRIHMS - Chairperson     Director/Deputy Secretary looking after the work of the Institute in the Ministry     Representative of North Eastern Council - Member (NEC), Shillong (not below the rank of Deputy Secretary)     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member     Deputy Director (Admn) NEIGRIHMS - Member Secy.  (*to be nominated by the Director, NEIGRIHMS) | <ol> <li>Director, NEIGRIHMS - Chairperson</li> <li>Director/Deputy Secretary looking after the work of the Institute in the Ministry - Member</li> <li>Representative of North Eastern Council (NEC) Shillong (not below the rank of Deputy Secretary)- Member</li> <li>An expert in the relevant subject - Member*</li> <li>A co-opted member from SCs/STs - Member*</li> <li>Deputy Director (Admn) NEIGRIHMS - Member Secretary (*to be nominated by the Director, NEIGRIHMS)</li> </ol> |
| 13 | Circumstances in which Union Public Service<br>Commission to be consulted in making<br>recruitment | Not Applicable   | Not applicable   |

| Sl No | Description   | Existing approved RR   | Amended draft RR by Ministry   |
|-------|---|--|--|
| 1     | Name of post  | Programmer   | Programmer   |
| 2     | Number of post  | 01* (2012) * Subject to variation dependent on workload  | 01* (2024) *Subject to variation dependent on workload   |
| 3     | Classification  | Group 'A'  | Group 'A'  |
| 4     | Level in the Pay Matrix   | Pay Band -3, Rs 15600-39100/- with Grade Pay of Rs-5400/-  | Level - 10 of the Pay Matrix   |
| 5     | Whether Selection post or non-selection post  | Not applicable   | Not applicable   |
| 6     | Age limit for direct recruits   | Not exceeding 40 years (Relaxable for Government servants' upto 5 years in accordance with the instructions or orders issued by the Central Government).   | Not applicable   |
| 7     | Educational and other qualifications required for direct recruits   | Master's Degree in Computer Application/Computer Science or M.Tech. (With specialization in Computer Application) or BE/B.Tech in Computer Engineering/Computer Science/Computer Technology of a recognized University or equivalent.  Three years' experience of Electronic Data processing out of which at least one year's experience should be in actual Programming.  OR  Degree in Computer Application/Computer Science or Degree in Electronics/ Electronics and Communication Engineering from a recognized University or equivalent.  Five years' experience of Electronic Data Processing work, out of which at least two years' experience should be in actual Programming | Not applicable   |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees   | Not applicable   | No   |
| 9     | Period of probation, if any   | Two years for direct recruit and promotees   | Two years for promotees  |
| 10    | Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods | By Promotion failing which by deputation failing both by direct recruitment  | By Promotion failing which by deputation.  |
| 11    | In case of recruitment by promotion/ deputation/<br>absorption grades from which promotion/<br>deputation/absorption to be made                                   | <b>Promotion:</b> Data Processing Assistant Grade-I in Pay Band-2, Rs.9300-34800/- with Grade Pay of Rs.4200/- with eight years regular service in the grade.  | Promotion: Data Processing Assistant Grade-I in Level 6 of Pay Matrix with Ten years regular service in the grade.  Deputation (ISTC)  |
|       |   | <u>Deputation:</u> Officers of the departments of the Central/State Government/Union Territories/ Autonomous Organisations/Statutory Bodies/Public Sector Undertaking (a)  | Officers of the Central Government/ State Governments/ Union Territories/ Autonomous Organizations/ Statutory bodies/Public Sector Undertaking/University/Recognized Research Institution: |

|    |  | holding analogous posts on regular basis in the parent cadre/department; or      With five years' service in the grade rendered after appointment on regular basis in Pay Band-2, Rs.9300-34800/with Grade Pay of Rs.4600/- or equivalent in the parent cadre/department and      Possess educational qualification and experience prescribed under column 7.  Note:  The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years on the closing date of receipt of application. | A.  1. Holding analogous post on a regular basis in the parent cadre/department; or  2. with 05 years'/ 10 years' service in the grade rendered after appointment on a regular basis in Level 7/ Level 6 respectively of the Pay Matrix or equivalent in the parent cadre /department and B.  Possess the following educational qualification and experience:  (i) Masters Degree in Computer Application/ Computer Science or M.Tech (with specialization in Computer Application) or BE/B.Tech in Computer Engineering/Computer Science/Computer Technology of a recognized University or equivalent.  (ii) Three years experience of Electronic Data Processing, out of which at least One years experience should be in actual programming.  Note:  The period of deputation including the period of deputation in another excadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed 05 (Five) years. The maximum age limit for appointment on deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application. |
|----|--|---|--|
| 12 | If a Departmental Promotion Committee exists what is its composition                               | Director, NEIGRIHMS - Chairperson     Director/Deputy Secretary looking after - Member the work of the Institute in the Ministry     Representative of North Eastern Council - Member (NEC), Shillong (not below the rank of Deputy Secretary)     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member     Deputy Director (Admn) NEIGRIHMS - Member Secy.  (*to be nominated by the Director, NEIGRIHMS)   | Director, NEIGRIHMS - Chairperson     Director/Deputy Secretary looking after the work of the Institute in the Ministry - Member     Representative of North Eastern Council (NEC) Shillong (not below the rank of Deputy Secretary)- Member     An expert in the relevant subject - Member*     A co-opted member from SCs/STs - Member*     Deputy Director (Admn) NEIGRIHMS - Member Secretary (*to be nominated by the Director, NEIGRIHMS)  |
| 13 | Circumstances in which Union Public Service<br>Commission to be consulted in making<br>recruitment | Not applicable  | Not applicable   |

| Sl No | Description  | Existing approved RR  | Amended draft RR by Ministry   |
|-------|--|---|--|
| 1     | Name of post   | Data Processing Assistant Grade-I   | Data Processing Assistant Grade-I  |
| 2     | Number of post   | 02* (2017) *Subject to variation dependent on workload  | 2* (2024) *Subject to variation dependent on workload  |
| 3     | Classification   | General Central Service, Group 'B'  | Group 'B'  |
| 4     | Pay Band and Grade Pay / Level in the Pay Matrix   | Pay Band – 2 Rs.9300-34800/- Grade Pay of Rs.4200/-   | Level - 6 of Pay Matrix  |
| 5     | Whether Selection post or non-selection post   | Non selection   | Selection  |
| 6     | Age limit for direct recruits  | Not applicable  | Not applicable   |
| 7     | Educational and other qualifications required for direct recruits  | Not applicable  | Not applicable   |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees  | Not applicable  | No   |
| 9     | Period of probation, if any  | Two years for promotees   | Two years for promotees  |
| 10    | Method of recruitment whether by direct recruitment or<br>by promotion or by deputation / absorption and<br>percentage of the vacancies to be filled by various<br>methods | By promotion  | By promotion   |
| 11    | In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made   | Promotion: Data Processing Assistant Grade-II in Pay Band-1, Rs. 5200-20200/- with Grade Pay of Rs. 2400/- with 10* (ten) years regular service in the Grade.  *In compliance to DOPT O.M.No.AB-14017/12/88-Estt.(RR) dated 25.3.1996 on Retention of Existing Eligibility Service, the eligibility service of 6 years as per existing recruitment rules shall continue to be the same for persons holding the feeder posts on regular basis on the date of notification of the revised rules.  "Where the eligibility service for promotion prescribed in the existing rules is being enhanced (to be in conformity with the guidelines issues by this Department) and the change is likely to affect adversely some persons holding the feeder grade posts on regular basis, a note to the effect that the eligibility service shall continue to be the same for persons holding the feeder posts on regular basis on the date of notification of the revised rules, could be included in the revised rules". | Promotion: Data Processing Assistant Grade-II in Level 4 of Pay Matrix with Ten years regular service in the grade.  |
| 12    | If a Departmental Promotion Committee exists what is its composition   | 1. Director, NEIGRIHMS - Chairman 2. Under Secretary(NE)/Section Officer (NE) - Member 3. Representative of North Eastern Council (NEC), Shillong - Member (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A Co-opted member from SCs/STs - Member 6. Deputy Director (Admn) - Member Secretary NEIGRIHMS  (*to be nominated by the Director, NEIGRIHMS)  | Director NEIGRIHMS - Chairman     Under Secretary(NE)/ Section Officer(NE) - Member     Representative of North Eastern Council (NEC) Shillong,(not below the rank of Under Secretary) - Member     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member*     Deputy Director (Administration) NEIGRIHMS - Member Secretary     (*to be nominated by the Director, NEIGRIHMS) |
| 13    | Circumstances in which Union Public Service  | Not applicable  | Not applicable   |
|       | Commission to be consulted in making recruitment   |   |  |

| Sl No | Description   | Existing approved RR  | Amended draft RR by Ministry  |
|-------|---|---|---|
| 1     | Name of post  | Data Processing Assistant Grade II  | Data Processing Assistant Grade-II  |
| 2     | Number of post  | 04* (2012) *Subject to variation dependent on workload  | 04* (2024) *Subject to variation dependent on workload  |
| 3     | Classification  | Group 'C'   | Group 'C'   |
| 4     | Pay Band and Grade Pay/Level in the Pay<br>Matrix   | Pay Band -1, Rs.5200-20200/- with Grade Pay of Rs.2400/-  | Level - 04 of Pay Matrix  |
| 5     | Whether Selection post or non-selection post  | Not applicable  | Not applicable  |
| 6     | Age limit for direct recruits   | Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the Instructions or orders issued by the Central Government).  | Between 18 to 27 years (Relaxable in accordance with the instructions or orders issued by the Central Government)   |
| 7     | Educational and other qualifications required for direct recruits   | <ol> <li>Bachelor's Degree from a recognized University.</li> <li>One year Diploma/Certificate in Computer Application from a recognized Institute</li> <li>One year's experience in Computer Application</li> <li>Should possess the speed of not less than 8000 keys depression per hour for data entry work</li> </ol>   | Essential:  (i.) B.E/ B.Tech Degree in Computer Science/ Information Technology/ or its equivalent from a recognized University/ Institute; Or  (ii.) (a) B. Sc Computer Science/ Information Technology/ B.C.A.  (b) With one year experience in data processing and analaysis.  |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees   | Not applicable  | No  |
| 9     | Period of probation, if any   | Two years for direct recruit  | Two Years for direct recruit  |
| 10    | Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods | By Direct Recruitment   | By Direct Recruitment   |
| 11    | In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made  | Not applicable  | Not applicable  |
| 12    | If a Departmental Promotion Committee exists what is its composition  | Deputy Director(Administration), NEIGRIHMS - Chairperson     Under Secretary(NE)/Section Officer(NE) - Member     Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary)     An expert in the relevant subject - Member*     A co-opted member from SCs/STs - Member     Administrative Officer, NEIGRIHMS - Member Secy (* to be nominated by the Director, NEIGRIHMS) | Deputy Director (Admin), NEIGRIHMS - Chairperson     Under Secretary (NE)/ Section Officer (NE) - Member     Representative of North Eastern Council (NEC) Shillong,(not below the rank of Under Secretary) - Member     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member*     (*to be nominated by the Director, NEIGRIHMS) |
| 13    | Circumstances in which Union Public Service<br>Commission to be consulted in making<br>recruitment  | Not applicable  | Not applicable  |

## **SECURITY SECTION**

| Sl No | Description  | Existing approved RR  | Amended draft RR by Ministry   |
|-------|--|---|--|
| 1     | Name of post   | Chief Fire Guard  | Chief Fire Guard   |
| 2     | Number of post   | 01*(2012) *Subject to varitation dependent on workload  | 01* (2023) *Subject to variation dependent on workload   |
| 3     | Classification   | General Central Service Group 'B'   | Group 'B'  |
| 4     | Pay Band and Grade Pay/Level in the Pay<br>Matrix  | Pay Band-2,Rs. 9300- 34800/- with Grade Pay of Rs. 4200/-   | Level - 06 of Pay Matrix   |
| 5     | Whether Selection post or non-selection post   | Non-Selection   | Selection  |
| 6     | Age limit for direct recruits  | Not Applicable  | Not applicable   |
| 7     | Educational and other qualifications required for direct recruits  | Not Applicable  | Not applicable   |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees  | Age: No Educational Qualification:  1. Certificate of Station Officer Course of the National Fire College or from CISF Fire Training Centre and 2. Possess valid heavy vehicle driving licence.   | No   |
| 9     | Period of probation, if any  | Two years for promotes  | Two years for promotees  |
| 10    | Method of recruitment whether by direct<br>recruitment or by promotion or by deputation /<br>absorption and percentage of the vacancies to be<br>filled by various methods | By Promotioin   | By Promotion   |
| 11    | In case of recruitment by promotion/ deputation / absorption grades from which promotion/ deputation/absorption to be made   | <b>Promotion:-</b> Fire Guard in Pay Band-1, Rs.5200 – 20200/- with Grade pay of Rs. 2400/- with ten years' regular service in the Grade  | Promotion: Fire Guard in Level 4 in the Pay Matrix with 10 (Ten) years of regular service in the grade.  |
| 12    | If a Departmental Promotion Committee exists what is its composition   | 1) Director, NEIGRIHMS - Chairperson 2) Under Secretary(NE)/Section Officer (NE) - Member 3) Representative of North Eastern Council, Shillong - Member (not below the rank of Under Secretary) 4) An expert in the relevant subject - Member* 5) A co-opted member from SCs/STs - Member 6) Deputy Director (Admn) NEIGRIHMS - Member Secretary  (*to be nominated by the Director, NEIGRIHMS) | Director NEIGRIHMS - Chairman     Under Secretary(NE)/ Section Officer(NE) - Member     Representative of North Eastern Council (NEC) Shillong,     (not below the rank of Under Secretary) - Member     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member     Deputy Director (Administration), NEIGRIHMS - Member Secretary      (*to be nominated by the Director, NEIGRIHMS) |
| 13    | Circumstances in which Union Public Service<br>Commission to be consulted in making<br>recruitment   | Not applicable  | Not applicable   |

| Sl No | Description   | Existing approved RR   | Amended draft RR by Ministry  |
|-------|---|--|---|
| 1     | Name of post  | Fire Guard   | Fire Guard  |
| 2     | Number of post  | 06* (2012) * subject to variation dependent on workload  | 06* (2023) *Subject to variation dependent on workload  |
| 3     | Classification  | Group 'C'  | Group 'C'   |
| 4     | Pay Band and Grade Pay/Level in the Pay<br>Matrix   | Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.2400/-  | Level - 04 of Pay Matrix  |
| 5     | Whether Selection post or non-selection post  | Not applicable   | Not applicable  |
| 6     | Age limit for direct recruits   | Not exceeding 30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government).  | Between 18 to 27 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)   |
| 7     | Educational and other qualifications required for direct recruits   | <ol> <li>Matriculation or equivalent from a recognized Board</li> <li>Certificate of having undergone at least 6 months Fire Fighting Course from a reputed Institute</li> <li>Must be physical fit and capable of performing strenuous duties</li> </ol>  | Essential:  1. Degree of a recognized University.  2. Possess valid heavy vehicle driving license.  3. Certificate of having undergone at least 6 months fire fighting course from a reputed institute.   |
| 8     | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees   | Not applicable   | No  |
| 9     | Period of probation, if any   | Two years for direct recruit   | Two Years for direct recruit  |
| 10    | Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods | By Direct Recruitment  | By Direct Recruitment   |
| 11    | In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made  | Not applicable   | Not applicable  |
| 12    | If a Departmental Promotion Committee exists what is its composition  | Deputy Director (Administration), NEIGRIHMS - Chairperson     Under Secretary (NE)/ Section Officer (NE) - Member     Representative of North Eastern Council,     Shillong,(not below the rank of Under Secretary) - Member     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member     Administrative Officer, NEIGRIHMS - Member Secretary  (*to be nominated by the Director, NEIGRIHMS) | Deputy Director (Admin), NEIGRIHMS - Chairperson     Under Secretary (NE)/ Section Officer (NE) - Member     Representative of North Eastern Council (NEC)     Shillong,(not below the rank of Under Secretary) - Member     An expert in the relevant subject - Member*     A Co-opted member from SCs/STs - Member*     (*to be nominated by the Director, NEIGRIHMS) |
| 13    | Circumstances in which Union Public Service<br>Commission to be consulted in making<br>recruitment  | Not applicable   | Not applicable  |