

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, P.O. Mawdiangdiang, Branch, Shillong-793018, Meghalaya

Phone - 0364 - 2538004; 2538013; 2538015

Fax- 0364- 2538003; 2538020

E mail- neigri@sancharnet.in


No.NEIGR-21/40/2003/163

Dated: Shillong the 1st of June, 2020

OFFICE ORDER

In continuation to the Institute's O/o, No.NEIGR-21/90/Vol-VI/Pt/270, Dated: Shillong the 28th of May, 2020, Shri. Markuhain Khonglah, Store Keeper, College of Nursing, NEIGRIHMS, is hereby directed that in addition to the duties and responsibilities entrusted, the following work and responsibilities are indicated as under:

1. **Stores related to Regional Cancer Centre**
2. **Repair & Maintenance of Office Systems/IT products**
3. **Annual physical verification of asset/equipment/stores.**



Asst. Registrar
Establishment -I &III

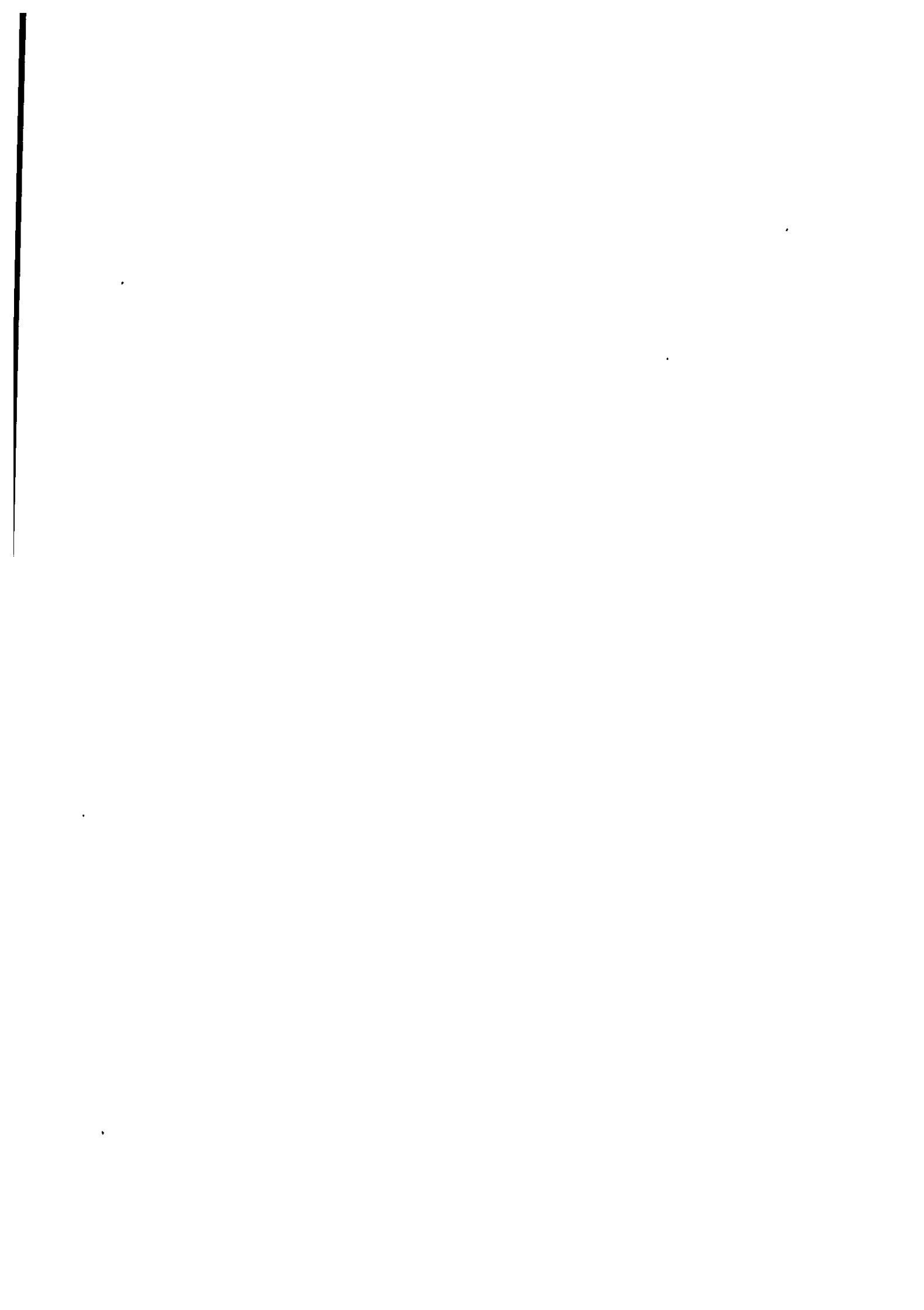
No.NEIGR-21/40/2003/163

Dated: Shillong the 1st of June, 2020

Copy for information and necessary action to:

1. Principal, College of Nursing, NEIGRIHMS, Shillong
2. Store and Procurement Officer, NEIGRIHMS, Shillong.
3. Shri. Markuhain Khonglah, Store Keeper, NEIGRIHMS, Shillong.


Asst. Registrar
Establishment -I &III



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, P.O. Mawdiangdiang, Branch, Shillong-793018, Meghalaya
Phone - 0364 - 2538004; 2538013; 2538015
Fax- 0364- 2538003; 2538020
E mail- neigri@sancharnet.in

No.NEIGR-21/90/Vol-VI/Pt/270

Dated: Shillong the 28th of May, 2020

OFFICE ORDER

Subject: Transfer/posting of Officers/Staff in NEIGRIHMS, Shillong.

As per the provision of the Institute's Bye laws, Rule 3(a), the Director has desired the allocation/posting etc., of the duties of the following Officers/Staff of the Institute, for effective functioning of respective sections etc., with immediate effect until further orders:-

SL.No.	Name/Designation	Present Place of Posting	New Place of Posting	Allocation of Duties/Remarks
1	Shri. Jitendra Prasad Bhatt	ART Centre Department of Medicine	Under Stores & Procurement Officer, NEIGRIHMS	Link Professional: RSSO Pharmacist
2	Shri. Markuhain Khonglah, Store Keeper	Under Stores & Procurement Section, NEIGRIHMS	Under Principal Nursing College	Incharge of Stores of the Nursing Colleges, Hostels, etc
3	Shri. Santoshi Prasad Sarkar, Pharmacist	Department of O&G and allied Department	Central Medical Stores	Link Professional: RSSO Pharmacist
4	Shri. Dabit Kharpuri, Store Keeper	Central General Stores, NEIGRIHMS, Hospital	Store Billing Section Director's Block	Vice: Shri. Sujit Barua
5	Shri. Pynshailang Warjri, Store Keeper	Department of Radio diagnosis and allied department	Central General Stores, NEIGRIHMS Hospital	Vice: Shri. Wallamkumar Syiem
6	Shri. Wallamkumar Syiem, Store Keeper	Central General Stores, NEIGRIHMS Hospital	Department of Radiodiagnosis and allied department	Vice: Shri. Pynshailang Warjri, Store Keeper

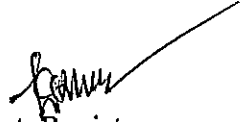
5/11/11



7	Shri. Maxwell C. K. Jahrin (Audio Visual Technician)	Store/Establishment-I	GAD and Medical Education Cell	To assist Medical education cell over and above works in Auditorium & Lecture Halls etc
8	Shri. Paul Miki Kurbah, (Audio Visual Technician)	BME/Establishment-I	GAD and Medical Education Cell	To assist Medical education cell in all functions over and above works in Auditorium & Lecture Halls etc
9	Shri. Sujit Barua, Store keeper	Store Billing Section, Director's Block	Central General Stores, NEIGRIHMS Hospital	Vice: Shri. Dabit Kharpuri


Terms and Conditions:-

1. The transfers of the above mentioned staff/employees at NEIGRIHMS, Shillong is within the premises and therefore they would not be entitled for any joining time, etc.
2. The concerned Departments/Sections are requested to relieve these staff/employees latest by 01.06.2020 (F/N) to enable them to join at their new place(s) of duty where they have been posted as above, without waiting for a substitute; else all these staff/employees shall stand automatically relieved on 02.06.2020(F/N).
3. The concerned Departments/Sections may please ensure that authenticated copy of the Joining Report, duly signed by Head of Department/Sections, in respect of these Staff /Employees is sent to the undersigned through email at : ddaneigrihms@gmail.com.
4. All handing over and taking over in respect of transfer of charge as per GFR Form 16, shall be completed under intimation to the respective Head of Department/Incharge.


 Asst. Registrar
 Establishment -I &III

Copy for information and necessary action to:

1. HoD of the Radio diagnosis, NEIGRIHMS, Shillong.
2. HoD of Obs & Gynae, NEIGRIHMS, Shillong.
3. Principal, College of Nursing, NEIGRIHMS, Shillong
- ✓ 4. Store and Procurement Officer, NEIGRIHMS, Shillong.
5. The Bio Medical Engineer, NEIGRIHMS, Shillong
6. AO (GAD), NEIGRIHMS, Shillong.
7. P.A. to the Director, NEIGRIHMS, Shillong for kind information of the Director
8. P.A. to the Dean, NEIGRIHMS, Shillong for kind information of the Dean
9. P.S. to the Deputy Director(Admn) , NEIGRIHMS, Shillong for kind information of the Deputy Director(Admn)
10. Person concerned, NEIGRIHMS, Shillong


Asst. Registrar
Establishment -I &III