



पूवोत्तर पर्वतीय विश्वविद्यालय
पू० प० विवि० परिसर, शिलांग-७९३०२२ (मेघालय)
North-Eastern Hill University
NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :
Grams : NEHU

Dr.J.N.Nayak,
Registrar

0364-272-1013/1014.

No.28-6/Acad/AC/2019/278

Dated 13th April, 2020.

To

All the HoD,
NEHU, Shillong.

Sub: Details of the Teachers (out of station during the lock down period) – regarding.

Sir/Madam,

I am directed to request all the HoDs to furnish the details of the teachers, who are out of station during the lock down period of pandemic Covid-19 in the following format :

Sl. No.	(a)Name of the Deptt.: (b)Name of the HoD : (c)Mobile No. :	Name of the Teacher(s) who is/are out of station along with Mobile No.	Period of absence from the Head Quarter	Reasons for absence from the Head Quarter

Yours faithfully,


(Dr.J.N.Nayak)

Copy to :

1. All the Deans of Schools, NEHU, Shillong.
2. Sr. P.S. to Vice Chancellor, NEHU, Shillong
3. P.S. to Pro-Vice Chancellor/Registrar/Finance Officer/Controller of Examinations, NEHU.



पूवोत्तर पर्वतीय विश्वविद्यालय
पू० प० विवि० परिसर, शिलांग-७९३०२२ (मेघालय)
North-Eastern Hill University
NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :
Grams : NEHU

Dr.J.N.Nayak,
Registrar

0364-272-1013/1014.

No.28-6/Acad/AC/2019/278

Dated 13th April, 2020.

To

All the Controlling Officers (Non-Teaching Staff),
NEHU, Shillong.


Sub: Details of the Staff (out of station during the lock down period) – regarding.

Sir/Madam,

I am to request all the Controlling Officers (Non-Teaching Staff) of the Sections to furnish with the details of the staff, who are out of station during the lock down period of pandemic Covid-19 in the following format :

Sl. No.	(a)Name of the Section : (b)Name/Designation of the Controlling Officer : (c)Mobile No. :	Name of the staff who is/are out of station along with Mobile No.	Period of absence from the Head Quarter	Reasons for absence from the Head Quarter

Yours faithfully,


(Dr.J.N.Nayak)

Copy to :

1. Sr. P.S. to Vice Chancellor, NEHU, Shillong
2. P.S. to Pro-Vice Chancellor/Registrar/Finance Officer/Controller of Examinations, NEHU.