

# **INFORMATION HANDBOOK**

**UNDER**

**THE RIGHT TO INFORMATION ACT, 2005**



**NORTH EASTERN HILL UNIVERSITY  
SHILLONG MEGHALAYA – 793022**

**March 2019**

### Section 4(1)(b)( x)

**The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.**

#### NON-TEACHING GROUP – ‘A’ POST

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC (i.e. Pay Band and Grade Pay	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
1.	Vice-Chancellor	Rs.75,000/- +Rs.5000 Special Allowance	Rs.2,10,000/- + Rs.11,250/- Special Allowance
2.	Pro- Vice Chancellor	Rs.37400 – Rs.67000/ + 4000/- Special Allowance	Academic Level – 14 (Rs.1,44,200 –Rs.2,18,200) + Rs.9000 Special Allowance
3.	Registrar, Finance Officer, Controller of Examinations	Rs.37,400 –Rs. 67,000/- + Rs.10,000/- Grade Pay	Pay Level – 14 (Rs.1,44,200 –Rs.2,18,200)
4.	Director, College Development Council	Rs.37,400 –Rs. 67000 + 10000 Grade Pay	Pay Level – 14 (Rs.1,44,200 – Rs.2,18,200)
5.	University Engineer	PB-4(Rs.37400- Rs.67000) + 8700GP	Pay Level – 13(Rs.1,23,100- Rs.2,15,900)
6.	Deputy Registrar(Entry Level)	PB-3(Rs.15,600-Rs.39100) + 7600 GP	Pay Level – 12(Rs.78,800- Rs.2,09,200)
7.	Internal Audit Officer	PB-3(Rs.15,600-Rs.39100) + 7600 GP	Pay Level-12(Rs.78,800 – Rs.2,09,200)
8.	Senior System Analyst	PB-3(Rs.15,600-Rs.39,100) + 7600 GP	Pay Level – 12(Rs.78,800 – Rs.2,09,200)
9.	Senior Scientific Officer	PB – 3(Rs.15,600-Rs.39,100) +7600 GP	Pay Level – 12(Rs.78,800 – Rs.2,09,200)
10.	Executive Engineer	PB-3(Rs.15,600-Rs/39,100) + 6600 GP	Pay Level-11(Rs.67,700- Rs.2,08,700)
11.	Documentation Officer	PB-3 Rs.15,600-Rs.39,100) + 6000 GP	Academic Pay Level – 10 Rs.57,700 – Rs.1,82,400)
12.	Assistant Registrar	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level-10(Rs.56,100- Rs.1,77,500)
13.	Information Scientist	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10(Rs.56,100- Rs.1,77,500)
14.	System Analyst	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10(Rs.56,100- Rs.1,77,500)
15.	Scientific Officer	PB -3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10(Rs.56,100- Rs.1,77,500)
16.	Technical Officer	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10(Rs.56,100- Rs.1,77,500)
17.	Publication Officer	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level -10(Rs.56,100- Rs.1,77,500)
18.	Assistant Editor	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level-10(Rs.56,100- Rs.1,77,500)
19.	Medical Officer(Entry Level)	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level-10(Rs.56,100- Rs.1,77,500)
20.	Information Officer	PB-3(Rs.15,600-Rs.39,100) + 5400GP	Pay Level-10(Rs.56,100- Rs.1,77,500)
21.	Hindi Officer	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10(Rs.56,100 – Rs.1,77,500)
22.	Assistant Director of Sports	PB-3(Rs.15,600-Rs.39,100) + 5400 GP	Pay Level – 10( Rs.56,100 – Rs.1,77,500)

**TEACHING STAFF AND OTHER ACADEMIC STAFF**

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC (i.e. Pay Band and Grade Pay	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
1.	Professor(Entry Level)	Rs.37400-Rs.67000 Academic Grade Pay Rs.10000/-	Professor Academic Pay Level 14(Rs.1,44,200-Rs.2,18,200)
2.	Associate Professor	Rs.37,400-Rs.67,000 Academic Grade Pay – Rs.6000	Associate Professor Academic Pay Level – 13A (Rs.1,31,400-Rs.2,17,100)
3.	Assistant Professor(Entry Level)	Rs.15,600-Rs.39,100 Academic Grade Pay Rs.6000	Assistant Professor Academic Pay Level – 10 (Rs.57,700 – Rs. 1,82,400)
4.	University Librarian	Rs.37,400 – Rs.67,000 Academic Grade Pay Rs.10,000/	University Librarian Academic Pay Level 14(Rs.1,44,200-Rs.2,18,200)
5.	Deputy Librarian/Assistant Librarian(Selection Grade)	Rs.37,400 – Rs.67,000 Academic Grade Pay Rs.9000/-	Deputy Librarian/Assistant Librarian(Selection Grade) Pay Level 0 13A(Rs.1,31,400-Rs.2,17,100)
6.	Deputy Librarian/Assistant Librarian(Selection Grade)	Rs.15,600 – Rs.39,100 Academic Grade Pay Rs.8000/-	Deputy Librarian/Assistant Librarian(Selection Grade) Academic Pay Level – 12 (Rs.79,800-Rs.2,11,500)
7.	Assistant Librarian(Entry Level)	Rs.15,600 – Rs.39,000 Academic Grade Pay Rs.6000/-	Assistant Librarian(Entry Grade) Academic Pay Level-10 (Rs.57,700-Rs.1,82,400)

**NON-TEACHING GROUP B AND C POST/MULTI TASKING STAFF**

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC (i.e. Pay Band and Grade Pay	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
1.	Section Officer	PB-2(Rs.9300-Rs.34,800) + 4600 GP	Pay Level -7(Rs.44,900-Rs.142,400)
2.	Private Secretary	PB-2(Rs.9300-Rs.34,800) + 4600 GP	Pay Level -7(Rs.44,900-Rs.142,400)
3.	Security Officer	PB-2(Rs.9300-Rs.34,800) + 4600 GP	Pay Level -7(Rs.44,900-Rs.142,400)
4.	Assistant Engineer	PB-2(Rs.9300-Rs.34,800) + 4600 GP	Pay Level -7(Rs.44,900-Rs.142,400)
5.	Assistant Press Manager	PB-2(Rs.9300-Rs.34,800) + 4600 GP	Pay Level -7(Rs.44,900-Rs.142,400)
6.	Coach	PB-2(Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
7.	Staff Nurse	PB-2(Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400 – Rs.1,12,400)
8.	Foreman Grade – II	PB-2(Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
9.	Assistant	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
10.	Professional Assistant	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC(i.e.Pay Band and Grade Pay	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
11.	Personal Assistant	PB-2(Rs.9300-Rs.34,800) + 4200	Pay Level-6(Rs.35,400 – Rs.1,12,400)
12.	Sr.Statistical Assistant	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
13.	Sr.Technical Assistant	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
14.	Computer Operator	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
15.	Junior Engineer	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
16.	Junior Translator	PB-2 (Rs.9300-Rs.34,800) + 4200 GP	Pay Level – 6(Rs.35,400-Rs.1,12,400)
17.	Statistical Assistant	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
18.	Technical Assistant	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
19.	Sanitary Inspector	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
20.	Data Entry Operator	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
21.	Draftsman	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
22.	Offset Machine Operator	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
23.	Pharmacist	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
24.	Semi Professional Assistant	PB -1(Rs.5200-Rs.20,200) + 2800 GP	Pay Level – 5(Rs.29,200-Rs.92,300)
25.	Junior Artist	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
26.	Upper Division Clerk	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
27.	Stenographer	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
28.	Laboratory Assistant	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
29.	Work Assistant	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
30.	Electrician	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
31.	Proof Reader	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
32.	Upper Division Clerk(Hindi)	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
33.	Motor Mechanic	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
34.	Calligraphist	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)
35.	Store Keeper	PB -1(Rs.5200-Rs.20,200) + 2400 GP	Pay Level – 4(Rs.25,500-Rs.81,100)

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC (i.e. Pay Band and Grade Pay)	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
36.	Junior Library Assistant	PB -1(Rs.5200-Rs.20,200) + 2000 GP	Pay Level – 3(Rs.21,700 – Rs.69,100)
37.	Security Assistant	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
38.	Lower Division Clerk	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
39.	Gestetner Operator	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
40.	Mender Binder	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
41.	Tracer	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
42.	Carpenter	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
43.	Plumber	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
44.	Water Pump Operator	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
45.	Blue Printing Machine Operator	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
46.	Binder Cum Cutting Machine Operator	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
47.	Hindi Typist	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
48.	Dispatch Rider	PB -1(Rs.5200-Rs.20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
49.	Driver(Ordinary Grade)	PB -1(Rs.5200-20,200) + 1900 GP	Pay Level – 2(Rs.19,900 – Rs.63,200)
50.	Dresser	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
51.	MTS(Library Attendant)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
52.	MTS(Gate Keeper)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
53.	MTS(Laboratory Attendant)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
54.	MTS(Animal Collector)(Zoological Specimen Collector)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
55.	MTS(Wireman)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
56.	MTS(Lineman)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
57.	MTS(Attendant) (Press)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
58.	MTS(Chowkidar)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)

Sl.No.	Description of Posts	Pre-revised pay scale as per 6 <sup>th</sup> CPC (i.e. Pay Band and Grade Pay)	Revised pay w.e.f. 1.1.16 as per VIIth CPC Pay Matrix
59.	MTS(Safaiwala)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
60.	Cook	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
61.	MTS(Cleaner)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
62.	MTS(Mali)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
63.	MTS(Attendant)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
64.	MTS(Duftry)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
65.	MTS(Peon)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)
66.	MTS(Kitchen Attendant)	PB-1(Rs.5200-Rs.20,200) + 1800 GP	Pay Level – 1(Rs.18,000 – Rs.56,900)

**N.B:**

Consequent upon closure of Publication Unit, as per directives of Ministry of Human Resource Development, Government of India, the staff of Publication Unit have been posted in the Administration.

### Section 4(1)(b)(xvi)

#### The names, designations and other particulars of the Nodal Officer, Public Information Officers and Appellate Authorities.

Name of the Nodal Officer (RTI-MIS) - Shri T. K. Singha, Joint Registrar			
Sl.No	Name of the PIO	Subject matter	Name of Appellate Authority
1.	Shri A.Dhar, Assistant Registrar (Examinations) Email ID adhar@nehu.ac.in Contact No:2721212	(i) All matters related to Finance Department (ii) Matters related to Estate	Shri L.M.K.Lyngrah, Finance Officer Email ID <a href="mailto:lmklyngrah@nehu.ac.in">lmklyngrah@nehu.ac.in</a> Contact No:2721021
2.	Shri T.K.Singha Joint Registrar (Examinations). Email ID <a href="mailto:tsingha@nehu.ac.in">tsingha@nehu.ac.in</a> Contact No:2721213	All matters related to Examination Department	Dr.D.Chowdhury Controller of Examinations Email ID <a href="mailto:coe@nehu.ac.in">coe@nehu.ac.in</a> 2721011/12
3.	Shri L.S.Kumar Joint Registrar, NEHU Tura Campus. Email ID <a href="mailto:lskumar@nehu.ac.in">lskumar@nehu.ac.in</a> Contact No:03651- 220014	All matters related to NEHU Tura Campus Tura	Prof.G.Singaiiah Pro Vice Chancellor,Tura. Email ID <a href="mailto:gsingaiiah@nehu.ac.in">gsingaiiah@nehu.ac.in</a> Contact No:03651- 223107
4.	Miss B.Rynjah Joint Registrar (Academics & Conference) Email ID <a href="mailto:brynjah@nehu.ac.in">brynjah@nehu.ac.in</a> Contact No:2721043	Matters related to:  (i) All Academic Projects (ii) M.Phil/Ph.D.Registration (iii) Study and duty leave of teachers (iv) Attending seminars by teachers under Merged Scheme (v) Academic Departments located at Main Campus (vi) Acts, Statutes, Ordinances & Regulation, amendment thereof (vii) Constitution of various statutory bodies (viii) Minutes of meeting of various Statutory bodies such as Court/ Executive Council/Academic Council/School Board/Board of Studies etc.	Dr.J.N.Nayak Registrar Email ID <a href="mailto:regtroffice@nehu.ac.in">regtroffice@nehu.ac.in</a> Contact No:2721012/13

Sl.No	Name of the PIO	Subject matter	Name of Appellate Authority
5.	Dr.C.R.Diengdoh Incharge, College Development Council Email ID <a href="mailto:dircdc@nehu.ac.in">dircdc@nehu.ac.in</a> Contact No:2721201	Matters related to affiliation and all other matters related to Colleges/institutes affiliated to NEHU	Prof.H.Lamin Pro Vice Chancellor,Shillong. Email ID <a href="mailto:hlamin@nehu.ac.in">hlamin@nehu.ac.in</a> Contact No:2721008/09
6.	Dr.S.Umdor, Dean, Students' Welfare Email ID <a href="mailto:sumdor@nehu.ac.in">sumdor@nehu.ac.in</a> Contact No:2721181	Matters related to students' activities such as accommodation in the hostels, fellowship, scholarships etc.	Prof.H.Lamin ProVice- Chancellor,Shillong. Email ID <a href="mailto:hlamin@nehu.ac.in">hlamin@nehu.ac.in</a> Contact No:2721008/09
7.	Dr.Mark B.G. Momin, Senior Medical Officer, NEHU Health Centre Email ID <a href="mailto:mbgmomin@nehu.ac.in">mbgmomin@nehu.ac.in</a> Contact No:2721702	All matters related to Health Centre of the University	Smt.M.Marwein Chief Medical Officer Email ID <a href="mailto:mmarwein@nehu.ac.in">mmarwein@nehu.ac.in</a> Contact No:2721703/2550025
8.	Shri A.D.Roy Assistant Engineer, Campus Development Department Email ID <a href="mailto:adroye@nehu.ac.in">adroye@nehu.ac.in</a> Contact No:2722064	Matters related to Construction of buildings and its maintenance in the University	Shri Jose Cherian Executive Engineer I/C University Engineer. Email ID <a href="mailto:jcherian@nehu.ac.in">jcherian@nehu.ac.in</a> Contact No:2722061 /2551801/2722069
9.	Dr.Manoj Rana Assistant Librarian, NEHU Library Email ID <a href="mailto:manojrana@nehu.ac.in">manojrana@nehu.ac.in</a> Contact No:2721261	All matters related to Central Library of the University	Dr.F. R.Sumer Deputy Librarian/ I/C Librarian Email ID <a href="mailto:frsumer@nehu.ac.in">frsumer@nehu.ac.in</a> Contact No:2721253
10.	Dr.L.Kma Programme Coordinator, NSS Email ID <a href="mailto:lakhonkma@nehu.ac.in">lakhonkma@nehu.ac.in</a> Contact No:2722128	Matters related to National Service Scheme(NSS)	Prof.H.Lamin Pro Vice- Chancellor,Shillong Email ID <a href="mailto:hlamin@nehu.ac.in">hlamin@nehu.ac.in</a> Contact No:2721008/09
11.	Shri B.Rynjah Assistant Registrar,Estt-II, Email ID <a href="mailto:badajied@nehu.ac.in">badajied@nehu.ac.in</a> Contact No:2721095	All matters related to Teaching and Non Teaching Group A Officers – concerning (i)Advertisement of posts (ii)Appointment/Promotion (iii)Pay fixation (iv)Various kinds of leave (v)Disciplinary proceedings (vi)Retirement (vii)Appointment of Dean of Schools and Heads of Academic Departments	Dr.J.N.Nayak Registrar Email ID <a href="mailto:regtoffice@nehu.ac.in">regtoffice@nehu.ac.in</a> Contact No:2721012/13



Sl.No	Name of the PIO	Subject matter	Name of Appellate Authority
12.	Smt.A.Shangpliang Assistant Registrar, Estt - I Email ID <a href="mailto:ashangpliang@nehu.ac.in">ashangpliang@nehu.ac.in</a> Contact No:2721087	Matters related to: Non-teaching Group B & C Staffs - concerning (i)Advertisement of posts (ii)Appointment/Promotion (iii)Pay fixation (iv)Various kinds of leave (v) Disciplinary proceedings (vi)Retirement (vii)Cadre review cell including financial up-gradation under ACP/MACP in respect of Group A,B & C employees	Dr.J.N.Nayak Registrar Email ID <a href="mailto:regtoffice@nehu.ac.in">regtoffice@nehu.ac.in</a> Contact No:2721012/13
13.	Shri B.Shylla Assistant Registrar, (Administration) Email ID <a href="mailto:Bmshylla21@gmail.com">Bmshylla21@gmail.com</a> Contact No:2721059	Matters related to: (i) Purchase and maintenance of vehicles (ii)Engagement of outsourcing agencies (iii)Engagement of contractual & daily wage employees (iv)Maintenance of University Guest House (v) Security in the Main Campus (vi)Employees Provident Fund (vii)Any other matters related to Administration	Dr.J.N.Nayak Registrar Email ID <a href="mailto:regtoffice@nehu.ac.in">regtoffice@nehu.ac.in</a> Contact No:2721012/13
14.	Smt.Georgina Umdor Assistant Registrar (P &S) Email ID <a href="mailto:gumdor@nehu.ac.in">gumdor@nehu.ac.in</a> Contact No:2721086/87	Matters related to: (i)Planning/Statistical Cell (ii)Equal Opportunity Cell (iii)Purchase & Supply of various items like stationery, furniture, computer & its consumable etc. (iv) Internal Quality Assurance Cell	Dr.J.N.Nayak Registrar Email ID <a href="mailto:regtoffice@nehu.ac.in">regtoffice@nehu.ac.in</a> Contact No:2721012/13
15.	Shri N.Das Assistant Director of Sports Email ID <a href="mailto:nantujm@gmail.com">nantujm@gmail.com</a> Contact No:2721383	All matters related to Sports Department of the University	Prof.S.Umdor Teacher I/C Sports Email ID <a href="mailto:sumdor@nehu.ac.in">sumdor@nehu.ac.in</a> Contact No:2721381