



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

शिक्षा मंत्रालय, भारत सरकार के अधीन एक राष्ट्रीय महत्व का संस्थान
An Institute of National Importance under Ministry of Education (Shiksha Mantralaya), Govt. of India

Dr. Sanjoy Debbarma
Chief Warden

Mobile: +91-9485177007
E-Mail: chief_warden@nitm.ac.in

Ref. No: NITMGH/CW/Hostels/ 2024-25/10

Date: 28.11.2024

Notification

BOYS & GIRLS HOSTEL [02 - 04, Dec. 2024]							Vehicle(s) Required for CW, Warden, & Caretaker
Sl. No	Date of shifting	Hostel Name	Program	No. of B.Tech Students	Shifting To	Wardens/Caretakers to be Present at the NITM, Sohra Campus	
1	2nd Dec. 2024	Samanjanai Boys Hostel-Polo	B.Tech 2nd Year	63	3-Seater Boys Hostel, NIT Meghalaya, Sohra	1. Dr. Sanjoy Debbarma 2. Dr. Maneswar Rahang	2 Toyota Innova Car
2		Lapalang 1 Girls Hostel	All B.Tech Girls + NIT Manipur (3rd Year)	87 [85 + 2]	Girls Hostel (Academic B Block), NIT Meghalaya, Sohra	3. Dr. Bidyasagar Kumbhakar 4. Dr. Bishnulatpam Pushpa Devi 5. Dr. Salam Shuleenda Devi	
3		Nongthymmai Girls Hostel	B.Tech Girls	25	Girls Hostel (Academic B Block), NIT Meghalaya, Sohra	6. Ms. Brapsimon Bareh 7. Ms. Sujita Shallam 8. Mr. Sanpyniar Pathaw 9. Mr. Rijiedlang Nongkhlaw 10. Ms. Holiness Dohtdong	
4	3rd Dec. 2024	Lapalang-I Boys Hostel	B.Tech 2nd Year	1	3-Seater Boys Hostel, NIT Meghalaya, Sohra	1. Dr. Sanjoy Debbarma 2. Dr. Sambit Majumder	2 Toyota Innova Car
5		Lapalang-III Boys Hostel	B.Tech 3rd Year + NIT Manipur (3rd Year) + B.Tech 2nd Year	49 [42+6+1]	3-Seater Boys Hostel, NIT Meghalaya, Sohra	3. Dr. Maneswar Rahang 4. Dr. Naba Kamal Nath 5. Dr. Piyush Pratap Singh	
6		Lapalang-IV Boys Hostel	B.Tech 1st Year + B.Tech 2nd Year	09 [8 + 1]	3-Seater Boys Hostel, NIT	6. Dr. Alekha C. Nayak 7. Mr. Johnny Stofer Sothun	



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					Meghalaya, Sohra	8. Mr. Beondy L. Nongpiur 9. Mr. Shai Khyriemujat	
7		New Boys Hostel (near NEEPCO)	B.Tech 4th Year + B.Tech 2nd Year	88 [79+9]	3-Seater Boys Hostel, NIT Meghalaya, Sohra		
8		Lapalang-II Boys Hostel	B.Tech 1st Year	93	3-Seater Boys Hostel, NIT Meghalaya, Sohra	1. Dr. Sanjoy Debbarma 2. Dr. Bidyasagar Kumbhakar 3. Dr. Ganesh Chandra Dhal 4. Dr. Piyush Pratap Singh 5. Dr. Shravan Kumar Bandari 6. Mr. Pankupar Diengdoh 7. Mr. Shai Khyriemujat 8. Mr. Big Bose Dkhar	2 Toyota Innova Car
9	4th Dec. 2024	Lapalang-V Boys Hostel	B.Tech 3rd Year + B.Tech 2nd Year	68 [53+15]	Seater Boys Hostel, NIT Meghalaya, Sohra		

Important Points:

1. All female students are required to bring their lock and key for their respective room. After placing their belongings in the designated room, one key must be handed over to the Chief Warden, Warden(s), or Caretaker(s).
2. The original lock and key for all rooms in the 3-Seater Boys Hostel will be retained by the hostel authorities.
3. Students are advised to carry their original documents and other valuable items with them and avoid leaving them in the hostel at the Sohra Campus for security purposes.
4. Hostellers may contact the concerned Wardens or the Chief Warden for any clarifications or doubts.
5. Working lunch will be provided by the mess caterer, M/S A. Shallam, on 2nd, 3rd, and 4th December 2024 for all members.


Chief Warden 28/11/24



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E-copy to:

1. Director's Office for kind information of Director.
2. Registrar's Office for kind information.
3. All Deans for kind information
4. Chief Warden for kind information and needful action.
5. PIC Transport for kind information.
6. All Wardens for kind information
7. All faculty members for kind information.
8. All staff for kind information
9. All caretakers for kind information.
10. Head, CC with a request to upload in the Student-E-Notice.



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वाहन मांग पत्र **VEHICLE REQUISITION**

FORM - ES21

टिप्पणी NOTE:

- शिलांग से बाहर यात्रा के लिए संकाय प्रभारी परिवहन को कम से कम दो दिन पहले जमा किया जाए।
To be submitted to Faculty I/C Transport at least two days in advance for trips outside Shillong.
- बाहर के यात्रा के निरस्त होने पर प्रस्थान समय से कम से कम 12 घंटे पहले सहा.रजिस्ट्रार (स्था.) को सूचित किया जाए ताकि वाहन भाड़ा के निरस्तीकरण प्रभार से बचा जाए।
Cancellation of outstation trips to be intimated to Asst. Registrar (Estt.) at least 12 hours before departure to avoid cancellation charges for hiring of vehicle(s).
- तत्काल आवश्यकता होने पर कम से कम 30 मिनट पहले मांग पत्र दिया जाए। वाहन उपलब्धता के आधार पर आवंटित किया जाएगा।
- For immediate requirement, requisition is to be submitted at least 30 minutes in advance. Vehicle(s) will be allotted as per availability.
- वाहन के लिए मांग पत्र आवश्यक है Requisition is a must for availing vehicle.

कर्मचारी का नाम Name of employee	DR. S. Debbarma		
पदनाम Designation	Chief Warden		
विभा./अनु./केंद्र Dept./ Section/ Centre	HMC		
कर्मचारी कोड Employee Code	1120556		
वाहन की आवश्यकता का प्रयोजन Purpose for which vehicle is required	Hostel shifting		
वाहन (नों) की आवश्यकता No. of vehicle(s) required	2 Innova → 2/12/24	वाहन का प्रकार Type of vehicle	बस Bus / कार car <input checked="" type="checkbox"/>
	2 Innova → 3/12/24	व्यक्तियों की सं. No. of Persons	
	2 Innova → 4/12/24		
अवधि जिसके लिए वाहन (नों) की आवश्यकता है Period for which vehicle(s) is/are required	से From	तक To	
	दिनांक Date..... 2/12/24 3/12/24 समय Time 4/12/24 (8.30 AM)	दिनांक Date..... 2/12/24 3/12/24 समय Time 4/12/24	
प्रस्थान स्थान Pick up from	BITNI complex	प्रस्थान समय Pick up time	8.30 AM
गंतव्य Destination	NIT, Sohra campus		
N.B.- In case of outstation tour please enclose copy of the Competent Authority's approval			

प्रशासनिक प्रभाग को सूचना एवं आवश्यक कार्रवाई के लिए अग्रसारित

Forwarded to Administration for information and needful.

.....
(मांगकर्ता का हस्ताक्षर Signature of requisitioner)

.....
(विभागाध्यक्ष/अनु.प्रमु.का हस्ता. Signature of HOD / Section Head)

कार्यालयीन उपयोगार्थ For Office Use