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PART-IIA

GOVERNMENT OF MEGHALAYA

NOTIFICATIONS

The 26th March, 2025.

OFFICE MEMORANDUM

Subject:- Dearness Allowance/Dearness Relief.

No.F(PR)-53/2017/73. - The undersigned is directed to refer to this Department's O.M. No.F(PR)-53/2017/70, dated 28th October, 2024 and to say that the Governor of Meghalaya is pleased to decide that the Dearness Allowance/Dearness Relief payable to all categories of State Government employees/pensioners and family pension holders shall be enhanced from the existing rate of 46% to 49% with effect from 1st January, 2025.

2. These orders shall also apply to the members of the work-charged establishment and casual workers, other than Bungalow Peons, holding posts in the pay levels as admissible to the employees of corresponding categories under the regular establishment/services/posts.
3. The Dearness Relief under these orders shall remain suspended if the pensioners/family pensioners are employed/re-employed under the State/Central Government or employed/re-employed/permanently absorbed in the State's or Central Government's Company, Corporation, Undertaking or Autonomous Body. It shall, however, be revived after the spell of such employment/re-employment.
4. The payment on account of Dearness Allowance/Dearness Relief involving fractions of 50 paise and above may be rounded off to the next higher rupee and the fraction of less than 50 paise may be ignored.
5. The payment on account of the Dearness Allowance/Dearness Relief sanctioned herein shall be debited to the respective heads of accounts from which the employees draw their salary and the pensioners/family pension holders, their pension.

VIJAY KUMAR D,
Commissioner & Secretary to the Govt. of Meghalaya,
Finance Department.

The 13th March, 2025

No.LE&SD.62/2024/109. - WHEREAS Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

WHEREAS, there is a need to simplify business regulations and ease of compliance to bring transparency in information dissemination and appropriate implementation.

WHEREAS, the State Government has implemented the Invest Meghalaya Portal, an online single window system in order to facilitate ease of doing business in the State.

NOW therefore, the State Government has decided to introduce and mandate an online dashboard in the Department of Labour, Employment & Skill Development, Government of Meghalaya covering the following features, in terms communicated by the Department of Labour, Employment & Skill Development:-

Mandate to Publish an online dashboard in public domain with following features:

- i. Clearly publish the data on number of applications received and granted, and the time taken, and fee incurred to grant license/registration certificates under various labour laws.
- ii. Dashboard to be updated preferably in real time or updated regularly (daily/weekly/fortnightly/monthly). Date and time of modification may be mentioned.

The dashboard should cover the following acts:

1. Registration and Renewal of Factories under the Factories Act, 1948
2. Approval of plan and permission to construct/extend/or take into use any building as a factory
3. Registration and Renewals of Boilers under The Boilers Act, 1923
4. Registration of Manufacturers/Repairers/Erectors, under the Boilers Act, 1923

An online dashboard for services indicated in Annexure-I has been created as per the DPIIT Guidelines and it covers features related to service timelines prescribed as per The Meghalaya Right to Public Services Act, 2020, total number of applications received, total number of applications approved, average, median and minimum time taken for obtaining approvals along with the average fee for completion of entire process. The dashboard is developed in the following format as per the DPIIT mandate:-

Particulars	Detail
Time Limit prescribed as per the Public Service Guarantee Act	
Total Number of applications received	
Total Number of applications approved	
Average time taken to obtain registration/renewal	
Median time taken to obtain registration/renewal	
Minimum time taken to obtain registration/renewal	

Maximum time taken to obtain registration/renewal	
**"Average fee" taken by the Department for completion of entire process of obtaining approval/certificate	

For new registrations, application-wise details shall be updated in the online portal with regards to date of application, date of approval and breakup of fee details with the following features.

Sl. No.	Application No.	Application Date	Approval Date	Fee Details	Total Fee Charged

All the dashboards are being updated on a real-time basis.

This will take effect from the date of its publication in the Official Gazette.

C. SONGATE,

Principal Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

The 13th March, 2025.

No.LE&SD.39/14/Pt/531. - WHEREAS Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

WHEREAS there is a need to simplify business regulations and ease of compliance of labour laws and bring transparency and accountability in the information dissemination and appropriate implementation.

NOW THEREFORE, the Department of Labour, Skill Development & Employment mandates that all the applications are submitted online through the Invest Meghalaya Portal with no requirement for submission of a hard copy and no applications would be accepted offline for the following services: -

1. License/Renewal for contractors under provision of The Contract Labour (Regulation and Abolition) Act, 1970
2. Registration of principal employer's establishment under provision of The Contract Labour (Regulation and Abolition) Act, 1970
3. Registration of establishments employing building and construction workers under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996
4. Registration of establishments under the Inter State Migrant Workmen (RE&CS) Act, 1979

5. License/Renewal for contractors under Inter State Migrant Workmen (RE&CS) Act, 1979
6. Certificate of registration/renewal for a Motor Transport Undertaking under the Motor Transport Workers Act, 1961
7. Registration/Renewal of Shops & Establishments under the Meghalaya Shops & Establishments Act, 2003
8. Registration/Renewal of Migrant workers under The Meghalaya Identification, Registration (Safety & Security) of Migrant Workers Act, 2020.

Additionally, the portal/(s) shall provide the following features:-

1. The portal shall provide the facility for submission of online applications, payment, tracking and monitoring, downloading the final signed certificate/licenses/document & Third-Party verification for the purpose of the authenticity of the approval or registration. No physical/manual application shall be requested by the concerned authority in addition to the online application.
2. Documents uploaded with online applications should be sufficient and no physical copies shall be requested by the competent authority. Certificate(s) downloaded from the official website/portals of various Central/State Ministries/Departments/Agencies/shall be accepted as valid. Physically signed/stamped certificate(s) shall not be required.
3. There shall be no physical touch points between applicant & Department from the time of application process to till the final decision except in cases where inspection/site visit is required under the concerned Act/Rules. Applicant need not be physically present for submission and verification of documents before the certificate/license/approval/ permit is issued.
4. Notification(s) at every critical stage of application processing shall be sent to the applicant through SMS/email.
5. All queries/clarifications related to applicants shall be sought once and within 7 days of receiving the application from such applicant by concerned authority and resolution shall be given within 15 days.
6. An establishment shall be deemed to have been registered under the above Codes immediately on the expiration of such period for the services **"Registration/Renewal of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970", "Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996" and "Registration of establishment under the Inter State Migrant Workmen (RE&CS) Act,1979".** The system to ensure that the Registration/Renewal is issued electronically within such time as would be prescribed through rules by the Central Government failing which the licence shall be deemed to be issued and shall be auto generated, **provided all necessary steps have been successfully completed by the applicant.** Any certificate given in furtherance of such deemed approval shall carry a clear signature/seal of authorized official to give it equal status as a regular approval.
7. The licence under **License/ Renewals for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970** is to be issued electronically within forty-five days of the receipt of application failing which the licence shall be deemed to be issued and shall be auto generated, **provided**

all necessary steps have been successfully completed by the applicant. An establishment shall be deemed to have been registered under this Code immediately on the expiration of such period.

8. An online dashboard for all services indicated in **Annexure-I** has been created as per DPIIT Guidelines and it covers features related to service timelines prescribed as per the Public Service Guarantee Act, total number of applications received, total number of applications approved, average, median and minimum time taken for obtaining approvals along with the average fee for completion of entire process. The dashboard is developed in the following format as per DPIIT mandate:

Particulars Details	Details
Time Limit prescribed as per the Meghalaya Right to Public Services Act, 2020.	
Total Number of applications received	
Total Number of applications approved	
Average time taken to obtain registration/renewal	
Median time taken to obtain registration/renewal	
Minimum time taken to obtain registration/renewal	
Maximum time taken to obtain registration/renewal	
**"Average fee" taken by the Department for completion of entire process of obtaining approval/certificate	

For new registrations, application-wise details shall be updated in the online portal with regards to date of application, date of approval and breakup of fee details with the following features.

Sl. No.	Application No.	Application Date	Approval Date	Fee Details	Total Fee Charged

All the dashboards are being updated on a real-time basis.

This cancels previous Government Notification No. LE&SD.39/14/Pt/487, dated 5th February, 2025 and will take effect from the date of its publication in the official Gazette.

C. SONGATE,

Principal Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

Annexure-I

Sl. No.	Service Name	Department/Office
1.	License/ Renewals/Auto-renewals for contractors under provision of The Contract Labour (Regulation and Abolition) Act, 1970	Office of the Labour Commissioner, Meghalaya, Shillong.
2.	Application for Registration of Establishments/Principal Employer Employing Contract Labour Act 1970	
3.	Registration of Establishments employing Building Workers under the Building and Other Construction Work Act 1996	
4.	Registration of establishment under the Inter State Migrant Workmen (RE&CS) Act, 1979	
5.	License/Renewals for contractors under the Interstate Migrant Workmen Act 1979	
6.	Certificate of Registration to Work a Motor Transport Undertaking	
7.	Registration/Renewals of Shops and Establishments under the Meghalaya Shops & Establishments Act, 2003	
8.	Registration/Renewals of Migrant Workers under The Meghalaya Identification, Registration of Migrant Workers Act, 2020	

The 17th March, 2025.

No.FOR. 17/2013/1026. - In exercise of the powers conferred under section 36 C of the Wildlife (Protection) Act, 1972 (as amended upto 2006) the Governor of Meghalaya is pleased to declare the forest at Pamlatar Village, Ri Bhoi District as a Community Reserve to be known as the "**Dymmiew Umsiang Pamlatar Community Reserve**" with immediate effect as per the schedule of boundaries indicated below:-

Schedule of Boundaries:-

EAST: The boundary starts from B.P. No. 1 at N 25°57'43.81" E 92°06'42.64" adjacent to land of Kras Dkhar it then proceeds in the North-eastern direction to meet

B.P. No. 2 at N 25°57'44.34" E 92°06'15.58", thence,

B.P. No. 3 at N 25°57'44.96" E 92°06'15.68",

B.P. No. 4 at N 25°57'45.38" E 92°06'15.85",

B.P. No. 5 at N 25°57'46.11" E 92°06'16.13", From B.P. No. 5 at N 25°57'46.11" E 92°06'16.13" adjacent to land of Kweres Khyndeit the boundary further proceeds in the North-eastern direction to meet

B.P. No. 6 at N 25°57'46.74" E 92°06'16.57', thence,

B.P. No. 7 at N 25°57'47.41" E 92°06'17.17",

B.P. No. 8 at N 25°57'48.12" E 92°06'17.93",

B.P. No. 9 at N 25°57'48.77" E 92°06'18.91",

B.P. No. 10 at N 25°57'49.21" E 92°06'19.69",

B.P. No. 11 at N 25°57'49.89" E 92°06'20.57",

B.P. No. 12 at N 25°57'50.58" E 92°06'21.40",

B.P. No. 13 at N 25°57'51.44" E 92°06'22.20",

B.P. No. 14 at N 25°57'52.02" E 92°06'22.69",

B.P. No. 15 at N 25°57'52.84" E 92°06'23.63",

B.P. No. 16 at N 25°57'53.56" E 92°06'24.54", From B.P. No. 16 at N 25°57'53.56" E 92°06'24.54" still adjacent to land of Kweres Khyndeit the boundary proceeds in the South-eastern direction to meet

B.P. No. 17 at N 25°57'53.03" E 92°06'25.03", From B.P. No. 17 at N 25°57'53.03" E 92°06'25.03" still adjacent to land of Kweres Khyndeit the boundary proceeds in the North-Eastern direction to meet

B.P. No. 18 at From B.P. No. 16 at N 25°57'53.56" E 92°06'24.54" still adjacent to land of Kweres Khyndeit the boundary proceeds in the South-eastern direction to meet B.P. No. 17 at N 25°57'53.03" E 92°06'25.03", then B.P. No. 19 at From B.P. No. 16 at N 25°57'53.56" E 92°06'24.54" still adjacent to land of Kweres Khyndeit the boundary proceeds in the South-eastern direction to meet

B.P. No. 19 at N 25°57'54.94" E 92°06'26.15" From B.P. No. 19 at N 25°57'54.94" E 92°06'26.15" the boundary further proceeds in the North-eastern direction adjacent to land of Kras Dkhar to meet

B.P. No. 20 at N 25°57'55.84" E 92°06'27.37", thence,

B.P. No. 21 at N 25°57'56.35" E 92°06'28.77",

B.P. No. 22 at N 25°57'56.72" E 92°06'30.07", From B.P. No. 22 at N 25°57'56.72" E 92°06'30.07" the boundary further proceeds in the North-eastern direction adjacent to land of Ros Khyndeit to meet

B.P. No. 23 at N 25°57'57.47" E 92°06'31.06", thence,

B.P. No. 24 at N 25°57'58.09" E 92°06'31.74",

B.P. No. 25 at N 25°57'59.17" E 92°06'32.10",

B.P. No. 26 at N 25°58'00.24" E 92°06'32.81",

B.P. No. 27 at N 25°58'01.09" E 92°06'33.55", From B.P. No. 27 at N 25°58'01.09" E 92°06'33.55" the boundary further proceeds in the North-eastern direction adjacent to land of Josep Syiem to meet

B.P. No. 28 at N 25°58'01.68" E 92°06'34.27", thence,

B.P. No. 29 at N 25°58'02.06" E 92°06'34.54",

B.P. No. 30 at N 25°58'02.63" E 92°06'35.03",

B.P. No. 31 at N 25°58'03.30" E 92°06'35.54",

B.P. No. 32 at N 25°58'03.85" E 92°06'36.20",

B.P. No. 33 at N 25°58'04.55" E 92°06'37.14", From B.P. No. 33 at N 25°58'04.55" E 92°06'37.14" the boundary still proceeds in the North-eastern direction adjacent to land of Ros Khyndeit to meet

B.P. No. 34 at N 25°58'05.33" E 92°06'38.34", thence,

B.P. No. 35 at N 25°58'05.92" E 92°06'39.35",

B.P. No. 36 at N 25°58'06.40" E 92°06'40.04",

B.P. No. 37 at N 25°58'07.23" E 92°06'40.75",

B.P. No. 38 at N 25°58'07.99" E 92°06'41.22",

B.P. No. 39 at N 25°58'09.03" E 92°06'42.00",

B.P. No. 40 at N 25°58'09.55" E 92°06'42.64",

B.P. No. 41 at N 25°58'10.11" E 92°06'43.53",

B.P. No. 42 at N 25°58'11.04" E 92°06'43.93". From B.P. No. 42 at N 25°58'11.04" E 92°06'43.93" the boundary still proceeds in the North-eastern direction adjacent to land of Josep Syiem to meet

B.P. No. 43 at N 25°58'12.19" E 92°06'44.47" then

B.P. No. 44 at N 25°58'13.23" E 92°06'44.77" From B.P. No. 44 at N 25°58'13.23" E 92°06'44.77" adjacent to land of Ores Sulein the boundary further proceeds in the North-eastern direction to meet

B.P. No. 45 at N 25°58'14.21" E 92°06'44.96", thence,

B.P. No. 46 at N 25°58'15.65" E 92°06'45.35",

B.P. No. 47 at N 25°58'16.36" E 92°06'45.84",

B.P. No. 48 at N 25°58'17.35" E 92°06'46.81",

B.P. No. 49 at N 25°58'18.24" E 92°06'47.78",

B.P. No. 50 at N 25°58'19.20" E 92°06'48.80". From B.P. No. 50 at N 25°58'19.20" E 92°06'48.80" the boundary proceeds in the North-western direction adjacent to land of Ores Sulein to meet

B.P. No. 51 at N 25°58'19.47" E 92°06'48.05"

NORTH: From **B.P. No. 51** at N 25°58'19.47" E 92°06'48.05" the boundary proceeds in the South western direction along Wah Birphang Umjari to meet

B.P. No. 52 at N 25°58'19.41" E 92°06'46.82", thence,

B.P. No. 53 at N 25°58'18.70" E 92°06'45.90",

B.P. No. 54 at N 25°58'18.57" E 92°06'44.63". From B.P. No. 54 at N 25°58'18.57" E 92°06'44.63" the boundary further proceeds in the North-western direction along Wah Birphang Umjari to meet

B.P. No. 55 at N 25°58'18.84" E 92°06'43.60", thence,

B.P. No. 56 at N 25°58'19.76" E 92°06'42.89",

B.P. No. 57 at N 25°58'20.68" E 92°06'41.80",

B.P. No. 58 at N 25°58'21.52" E 92°06'41.05",

B.P. No. 59 at N 25°58'21.92" E 92°06'40.22",

B.P. No. 60 at N 25°58'22.61" E 92°06'39.40",

B.P. No. 61 at N 25°58'23.48" E 92°06'38.06",

B.P. No. 62 at N 25°58'24.43" E 92°06'36.54",

B.P. No. 63 at N 25°58'25.10" E 92°06'35.63",

B.P. No. 64 at N 25°58'25.63" E 92°06'33.95". From B.P. No. 64 at N 25°58'25.63" E 92°06'33.95", the boundary then proceeds in the South-western direction along Wah Birphang Umjari to meet

B.P. No. 65 at N 25°58'24.77" E 92°06'32.26", thence,

B.P. No. 66 at N 25°58'24.47" E 92°06'30.91",

B.P. No. 67 at N 25°58'24.19" E 92°06'30.09",

B.P. No. 68 at N 25°58'24.18" E 92°06'29.17",

B.P. No. 69 at N 25°58'23.63" E 92°06'28.55",

B.P. No. 70 at N 25°58'23.54" E 92°06'27.27", From **B.P. No. 70** at N 25°58'23.54" E 92°06'27.27", the boundary proceeds in the West direction to meet Umsiang river at **B.P. No. 71** at N 25°58'24.23" E 92°06'26.97",

WEST: From **B.P. No. 71** at N 25°58'24.23" E 92°06'26.97" the boundary proceeds along Umsiang river in the South-western direction to meet

B.P. No. 72 at N 25°58'23.61" E 92°06'26.43", thence,

B.P. No. 73 at N 25°58'22.92" E 92°06'25.91",

B.P. No. 74 at N 25°58'21.40" E 92°06'25.25",

B.P. No. 75 at N 25°58'20.41" E 92°06'24.63",

B.P. No. 76 at N 25°58'19.18" E 92°06'24.12",

B.P. No. 77 at N 25°58'17.97" E 92°06'23.69",

B.P. No. 78 at N 25°58'16.97" E 92°06'23.25",

B.P. No. 79 at N 25°58'16.08" E 92°06'23.13",

B.P. No. 80 at N 25°58'14.29" E 92°06'22.51",

B.P. No. 81 at N 25°58'13.57" E 92°06'21.44",

B.P. No. 82 at N 25°58'12.93" E 92°06'20.66",

B.P. No. 83 at N 25°58'12.16" E 92°06'19.55",

B.P. No. 84 at N 25°58'11.47" E 92°06'18.74",

B.P. No. 85 at N 25°58'10.87" E 92°06'17.66",

B.P. No. 86 at N 25°58'10.24" E 92°06'16.63",

B.P. No. 87 at N 25°58'09.44" E 92°06'15.44",

B.P. No. 88 at N 25°58'08.23" E 92°06'14.71",

B.P. No. 89 at N 25°58'07.82" E 92°06'13.37",

B.P. No. 90 at N 25°58'06.44" E 92°06'11.66", From **B.P. No. 90** at N 25°58'06.44" E 92°06'11.66", the boundary proceeds in the Southern direction to meet

B.P. No. 91 at N 25°58'05.27" E 92°06'11.68" thence,

B.P. No. 92 at N 25°58'04.23" E 92°06'11.17",

B.P. No. 93 at N 25°58'02.92" E 92°06'10.95",

B.P. No. 94 at N 25°58'01.92" E 92°06'11.31",

B.P. No. 95 at N 25°58'01.03" E 92°06'11.27",

B.P. No. 96 at N 25°57'59.56" E 92°06'10.81", From **B.P. No. 96** at N 25°57'59.56" E 92°06'10.81", the boundary proceeds in the South eastern direction along Umsiang river to meet

B.P No. 97 at N 25°57'58.78" E 92°06'11.33", then

B.P No. 98 at N 25°57'57.45" E 92°06'11.65" From B.P. No. 98 at N 25°57'57.45" E 92°06'11.65", the boundary proceeds in the South western direction along Umsiang river to meet

B.P No. 99 at N 25°57'56.39" E 92°06'10.70", thence,

B.P No. 100 at N 25°57'54.36" E 92°06'09.87",

B.P No. 101 at N 25°57'53.39" E 92°06'09.50"

B.P. No. 102 at N 25°57'51.86" E 92°06'08.96", From B.P. No. 102 at N 25°57'51.86" E 92°06'08.96", the boundary again proceeds in the South-eastern direction along Umsiang river to meet

B.P No. 103 at N 25°57'50.79" E 92°06'09.26", then

B.P No. 104 at N 25°57'49.01" E 92°06'09.71" From B.P. No. 104 at N 25°57'49.01" E 92°06'09.71", the boundary proceeds in the South-western direction along Umsiang river to meet

B.P No. 105 at N 25°57'47.64" E 92°06'09.30", thence,

B.P No. 106 at N 25°57'46.22" E 92°06'08.69", B.P No. 107 at N 25°57'45.07" E 92°06'07.69"

B.P. No. 108 at N 25°57'43.88" E 92°06'07.48".

SOUTH: From B.P. No. 108 at N 25°57'43.88" E 92°06'07.48" the boundary proceeds in the Eastern direction adjacent to land of Jenebib Umbah to meet

B.P No. 109 at N 25°57'43.71" E 92°06'08.34", thence,

B.P. No. 110 at N 25°57'43.77" E 92°06'09.43",

B.P. No. 111 at N 25°57'44.20" E 92°06'11.07",

B.P. No. 112 at N 25°57'43.72" E 92°06'11.70",

B.P. No. 113 at N 25°57'43.36" E 92°06'12.94",

B.P. No. 114 at N 25°57'43.45" E 92°06'14.09", From B.P No. 114 at N 25°57'43.45"

E 92°06'14.09", the boundary proceeds in the North-eastern direction adjacent to land of Jenebib Umbah and it ends at **B.P No. 1** at N 25°57'43.81" E 92°06'42.64"

AREA : 66 hac.

No.FOR.17/2013/1026-A. - In exercise of the powers conferred under Section 36 D of the Wildlife (Protection) Act, 1972, (as amended upto 2006), the Governor of Meghalaya is pleased to constitute the Management Committee for the "**Dymmiew Umsiang Pamlatar Community Reserve**" consisting of the following members:-

1. Shri Linus T. Umbah - Chairman
2. Shri Renew Syiem - Member
3. Shri Martin Mynsong - Member
4. The Divisional Forest Officer,
Khasi Hills Wildlife Division, Shillong, or his nominee not below the rank of Forester-I - Member Secretary

The Chairman of the Community Reserve shall also be the Honorary Wildlife Warden on the Community Reserve.

SAMPATH KUMAR,
Principal Secretary to the Govt. of Meghalaya,
Forest & Environment Department.

The 26th March, 2025.

No.RDS.16/2018/Pt.I/171. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring 900 sq. m. (more or less) located at Phong, Mawlong, East Khasi Hills District (and more fully described in the Schedule below) by way of lease for a period of 30 (thirty) years from Shri Ellsworth Kharkongor to Indian Oil Corporation Limited for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

- North : Land of Ellsworth Kharkongor
East : SH05
South : Land of Ellsworth Kharkongor
West : Land of Ellsworth Kharkongor

I. MAWLONG,
Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 27th March, 2025.

No.RDS. 17/2018/454. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring 400 sq. mtrs. (more or less) located at Moowakhu, Jalyiah, East Jaintia Hills District (and more fully described in the Schedule below) by way of lease for a period of 30 (thirty) years from Smti. Laxmi Chyrmang to Indian Oil Corporation Limited for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : Wah Myntriang
East : Pine groove of Smti. Play Chyrmang Pamrapaithlu
South : Land of Mookhep Village
West : Proposed P.W.D. Road of Land of Mookhep Village & P.W.D. Road.

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 25th March, 2025.

No.RDG.47/2019/Pt/131. - **Whereas**, the State Disaster Response Fund (SDRF) and National Disaster Response Fund (NDRF) are funds that have been established under the legal framework of Section 46 and 48 (1)(a) of the Disaster Management Act, 2005 to provide assistance in the wake of natural calamities as an immediate help to overcome the stress caused to the affected people because of the occurrence of natural calamity.

Whereas, timely and accurate reporting of disaster incidents is essential for assessing damages, coordinating response efforts, and ensuring that relief assistance is disbursed without delay. However, reliance on manual reporting and paper-based processes has led to inefficiencies, causing delays in relief distribution.

Now, therefore, to address these challenges and ensure real-time tracking of disaster incidents, transparent fund disbursement, and streamlined administrative approvals, the Government of Meghalaya has decided to implement the Disaster and Relief Monitoring System (DRMS) as the mandatory platform for disaster reporting and relief processing and hereby notifies the of the Disaster and Relief Monitoring System (DRMS) at <https://relief.megrevenueadm.gov.in> as the official system to process the entire relief assistance in the State.

The DRMS will serve as the exclusive platform for reporting disaster incidents and processing relief assistance under the State Disaster Response Fund (SDRF) and National Disaster Response Fund (NDRF) with the following provisions;

1. **Implementation:-** The DRMS facilitates an automated workflow enabling seamless coordination between Block Development Officers (BDOs), District Administration/ all line departments and the Revenue & Disaster Management Department for efficient decision-making.
2. **Coverage:-** The system is applicable across all districts and blocks in Meghalaya and is designed to cover all types of natural disasters that impact individuals, households and public infrastructure. The system ensures that all calamities- including floods, landslides, cyclones, earthquake or any other disaster are accurately reported.
3. **Proposal processing workflow:-** The Block Development Office/concerned line Department will collect the entire information on casualty and damage caused by natural calamity and will enter the data correctly into the portal. This includes submission of first information report and all necessary documents etc.; for sanction of assistance from State Disaster Response Fund. While submitting the proposal, it should ensure that the prescribed items and norms of SDRF are followed.

Thereafter, proper verification/scrutiny is to be made by the concerned office before forwarding the proposal to the District Administration.

The District Administration upon receiving of such proposals must verify that all entries are accurate and that all necessary documents are uploaded before forwarding the same to the Administrative Department for approval. This will prevent proposals from being returned for error and omissions.

4. **Fund Disbursement:-** A key feature of DRMS is its integration with the Public Financial Management System (PFMS), ensuring transparent and efficient fund. The integration of DRMS with the Public Financial System (PFMS) guarantees secure, transparent and accountable financial transaction and reducing the risk of misallocation of funds.
5. **Monitoring and evaluation:-** The Revenue and Disaster Management Department will conduct regular review to ensure proper implementation and compliance. The system will generate reports and analytics for decision-making and policy formulation. Additionally, training and workshops will be conducted for officials handling the portal at District and Block levels.

This implementation shall come into effect from 1st April, 2025.

S. GOYAL,

Commissioner & Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 27th March, 2025.

No.RDS. 12/2025/38. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring **889.90 Sq. m.** (more or less) located at **Maw-U-Sam, Khyrim Syiemship East Khasi Hills District** (and more fully described in the Schedule below) by way of lease for a period of **25 (twenty-five) years** from **Smti. Teresa War** to **Indian Oil Corporation Limited** for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : Land of Smti. Minasha Lyngdoh
East : Land of Smti. Minasha Lyngdoh
South : Village Footpath
West : P.W.D. Road

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 27th March, 2025.

No.RDS.2/2025/51. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring **400 Sq. m.** (more or less) located at **Rymbai Village, East Jaintia Hills District** (and more fully described in the Schedule below) by way of lease for a period of 30 (thirty) years from **Shri Rigobertus Siangshai** to **Indian Oil Corporation Limited** for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : Land of Lydia Siangshai
East : P.W.D. Road (Rymbai Road)
South : Land of Lydia Siangshai
West : Land of Lydia Siangshai

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 27th March, 2025.

No.RDS.114/2014/413. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Bharat Petroleum Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring **1600 Sq. m.** (more or less) located at **Nongshyrngan, Pynursla, East Khasi Hills District** (and more fully described in the Schedule below) by way of lease for a period of **30 (thirty) years** from **Shri Nikelson Khongmawloh** to **Bharat Petroleum Corporation Limited** for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : Ri Sawkur
East : Ri Sawkur
South : NH - 40, Shillong Tamabil Road
West : Ri Sawkur

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 28th March, 2025.

No.RDS.8/2013/114. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring **1501 sq.m.** located at **Shkenpyrsit Village, West Jaintia Hills District** (and more fully described in the Schedule below) by way of lease for a period of **30 (thirty) years** from **Shri Mostophar Kharkongor** to **Indian Oil Corporation Limited** for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : Village footpath
East : NH 206 (Jowai-Dawki)
South : Land of Shri Mostophar Kharkongor
West : Village Footpath

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 29th March, 2025.

No.RDS.16/2018/Pt.II/206. - In exercise of the power conferred under Section 11(d)(i) of the Meghalaya Transfer of Land (Regulation) Act, 1971, the Governor of Meghalaya is pleased to specify the **Indian Oil Corporation Limited** as a Company to which the provisions of the said Act, shall not apply in relation to transfer of land measuring **625 sq. m.** (more or less) located from **Elephant Falls Point to HPC RO Myllem Service Station, Myllem Marbaniang, East Khasi Hills District** (and more fully described in the Schedule below) by way of lease for a period of **30 (thirty) years** from Smti. **Jelginia Kharkongor** to **Indian Oil Corporation Limited** for the purpose of setting up of a retail outlet.

SCHEDULED OF BOUNDARIES

North : P.W.D. NH-40 Shillong-Dawki Road
East : Land of Jelginia Kharkongor
South : Land of Jelginia Kharkongor
West : Land of Andrew Kharkongor

I. MAWLONG,

Joint Secretary to the Government of Meghalaya,
Revenue & Disaster Management Department.

The 26th March, 2025.

No.EDN.12/2012/Pt/127. - The Governor of Meghalaya is pleased to approve for the drawal of TA/DA in respect of the Chairman and members of the Meghalaya Private Universities Regulatory Board (MPURB), Shillong as per Grade-I category.

VIJAY KUMAR MANTRI,

Commissioner & Secretary to the Government of Meghalaya,
Education Department.

The 11th April, 2025.

No.DCA.25/2025/111. - It is hereby notified for General Information that the Khasi Hills Autonomous District Council in its Session held on the 26th March, 2025 has duly elected Shri Kynjohlang Rangtong, MDC as the new Deputy Chairman of the Khasi Hills Autonomous District Council.

C. V. D. DIENGDOH,

Commissioner & Secretary to the Govt. of Meghalaya,
District Council Affairs Department.

The 28th March, 2025.

No.JHADC/LEG/13/2021/10. - It is hereby notified for general information that the District Council Jaintia Hills Autonomous District Council in its Budget Session held on the **28th March, 2025** has duly elected **Shri Wailadameshwa Siangshai**, as Deputy Chairman, District Council, Jaintia Hills Autonomous District Council, Jowai.

Secretary,

District Council,

Jaintia Hills Autonomous District Council,

Jowai.

The 11th April, 2025.

No.EDN.240/2011/Pt.II/87. – The Governor of Meghalaya is pleased to notify the Captain Williamson Sangma State University First Statutes 2025 as at Annexure.

VIJAY KUMAR MANTRI,

Commissioner & Secretary to the Government of Meghalaya,
Education Department.

THE CAPTAIN WILLIAMSON SANGMA STATE UNIVERSITY FIRST STATUTES, 2025.

In exercise of the power conferred by Section 28 of the Captain Williamson Sangma State University Act, 2011 (17 of 2011), the Board of Governors of the Captain Williamson Sangma State University framed the First Statutes of the University, with the approval of State Government, as hereunder:-

THE CAPTAIN WILLIAMSON SANGMA STATE UNIVERSITY FIRST STATUTES, 2025.

Chapter-1: Preliminary

Short Title

1. These Statutes may be called the Captain Williamson Sangma State University First Statutes, 2025.

Definitions

2. In these Statutes, unless there is anything repugnant in the subject or context,
 - (1) "academic year" means a period of twelve months commencing on the first day of June;
 - (2) "Chapter" means a Chapter of these Statutes;
 - (3) "Post-Graduate Studies" means studies for admission to which the necessary qualification is a Bachelor's degree or its equivalent;
 - (4) "Section" means a Section of the Act;
 - (5) "Statute" means a Statute of these Statutes;
 - (6) "the Act" means the Captain Williamson Sangma State University Act, 2011;
 - (7) "Undergraduate Studies" are the courses taken after completing higher secondary education and before postgraduate studies. The goal of undergraduate studies is to earn a bachelor's degree or an associate's degree.; and
 - (8) The words and expressions used but not otherwise defined shall have the same meaning as in the Act.

Chapter 2: Authorities

3. The following, as per the Section 2, Chapter 4 of the Act, shall be the authorities of the University.
- (i) The Sponsor,
 - (ii) The Board of Governors,
 - (iii) The Board of Management,
 - (iv) The Academic Council,
 - (v) Internal Quality Assurance Cell (IQAC)
 - (vi) The Finance Committee,
 - (vii) The Building and Works Committee, and
 - (viii) Such other authorities as may be declared by the Act or Statutes of the University.

The Sponsor

4. "Sponsor" means the Government of Meghalaya in the Department of Education, represented by the senior most Secretary of the Department.
5. Powers of the Sponsor: In addition to the powers vested in it in the Act, the Rules, Statutes and Regulations, the Sponsor shall have the following powers, namely:
- (1) The Sponsor may also appoint representatives to other University committees and bodies as deemed necessary.
 - (2) The Sponsor shall have the right to conduct independent administrative, financial and academic audits of the University at any time.
 - (3) The Sponsor may issue directives to the University on matters of public interest and university interest. The University shall comply with all such directives to the extent permitted by law.
 - (4) The Sponsor shall oversee the implementation of curriculum framework as per UGC Regulations.

The Board of Governors

6. The Sponsor shall issue notification for the constitution of the Board of Governors as needed, in accordance with Section 21 of the Act, and in consultation with the Chancellor.
7. Meetings of the Board of Governors shall be conducted in a manner as provided below:-
- (1) Meetings of the Board of Governors shall be convened by the Chancellor either on his own initiative or at the request of the Vice Chancellor or on a requisition signed by not less than three members of the Board.
 - (2) Five members (in all) shall form a quorum for a meeting of the Board.

Provided that if a meeting is adjourned for want of quorum, it shall be held on the same day in the next week, at the same time and place, or to such other day and such other time and place as the Chancellor may determine, and if at such a meeting, a quorum is not present within half-an-hour from the time appointed for holding a meeting, the members present shall be a quorum.

- (3) All matters considered at the meetings of the Board shall be decided by a majority of the votes of the members present including the Chairperson. If the votes are equally divided, the Chairperson shall have a second casting vote.

Provided that majority of the votes shall include the vote of the representative of Sponsor for it to pass or be approved.

- (4) The Board shall ordinarily meet at least twice during an academic year.
- (5) The Chancellor, if present, shall preside at every meeting of the Board. In his absence the Vice Chancellor shall preside the meeting.
- (6) A written notice of every meeting shall be sent by the Registrar to every member at least three weeks before the date of the meeting. The notice shall state the place and the date and time of the meeting.

Provided that the Chairperson may call a special meeting of the Board at short notice to consider urgent special issues.

- (7) The notice may be delivered either by hand, email, message on personal mobile phone or sent by post at the address of a member.
- (8) Agenda shall be circulated by the Registrar to the members at least seven days before the meeting.
- (9) Notices of motions for inclusion of any item on the agenda must reach the Registrar at least one week before the meeting. The Chairperson may, however, permit inclusion of any item for which due notice has not been received.
- (10) The ruling of the Chairperson in regard to all questions of procedure shall be final.
- (11) The minutes of the proceedings of a meeting of the Board shall be drawn up by the Registrar and circulated to all members of the Board. The minutes along with any amendment suggested shall be placed for confirmation at the next meeting of the Board. After the minutes are confirmed and signed by the Chairperson, they shall be recorded in a minute book which shall be kept open for inspection of the members of the Board at all times during office hours.
- (12) If a member of the Board fails to attend three consecutive meetings without leave of absence from the Board, he shall cease to be a member of the Board.
- (13) No financial matter shall be placed before the Board unless the same has been seen and considered by the Finance Committee.
- (14) No matter which should be first considered by the Building and Works Committee shall be placed before the Board unless the same has been seen and considered by the Building and Works Committee after obtaining the administrative approval of the Board.

8. The Board of Governors shall have the following powers:-

- (1) Board of Governors shall be the supreme authority and principal governing body of the University.
- (2) In addition to the powers provided in Section 21(6) of the Act, the Board shall have the power to abolish, re-designate or change the nomenclature of any post in the University.

The Board of Management

9. The Sponsor shall issue notification for the constitution of the Board of Management as needed, in accordance with Section 22 of the Act, and in consultation with the Chancellor.
10. Meetings of the Board of Management shall be conducted in a manner as provided below:-
- (1) Meetings of the Board shall be convened by the Chairperson either on his own initiative or at the request of the Registrar or on a requisition signed by not less than three members of the Board.
 - (2) Five members shall form a quorum for a meeting of the Board.
Provided that if a meeting is adjourned for want of quorum, it shall be held on the same day in the next week, at the same time and place, or to such other day and such other time and place as the Chairperson may determine, and if at such a meeting, a quorum is not present within half-an-hour from the time appointed for holding a meeting, the members present shall be a quorum.
 - (3) All questions considered at the meetings of the Board shall be decided by a majority of the votes of the members present including the Chairperson. If the votes are equally divided, the Chairperson shall have a second casting vote.
Provided that majority of the votes shall include the vote of the representative of Sponsor for it to pass and be approved.
 - (4) Subject to the provisions of the Act and the Statutes, the ruling of the Chairperson in regard to all questions of procedure shall be final.
 - (5) The minutes of the proceedings of a meeting of the Board shall be drawn up by the Registrar and circulated to all members of the Board. The minutes along with any amendment suggested shall be placed for confirmation at the next meeting of the Board. After the minutes are confirmed and signed by the Chairperson, they shall be recorded in a minute book which shall be kept open for inspection of the members of the Board at all times during office hours.
11. Powers of the Board of Management shall be as provided in Section 22 (3) of the Chapter 4 of the Act.

The Academic Council

12. The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of the Act, the Statutes and Regulations coordinate and exercise general supervision over the academic policies of the University.
13. The Academic Council shall be notified by Vice-Chancellor with the approval of the Board of Governors.
14. The Academic Council shall consist of the following members, namely:
- (i) The Vice-Chancellor as Chairperson;
 - (ii) The Registrar as Member Secretary;
 - (iii) The Finance Officer;
 - (iv) Deans of Faculty
 - (v) Inspector of Colleges
 - (vi) Controller of Examination

- (vii) Heads of Departments
 - (viii) All the Principals of Colleges admitted to the privileges of the University.
 - (ix) One teacher from each of the affiliated colleges admitted to the privileges of the University to be nominated by the Sponsor,
 - (x) Five teachers of the University by rotation according to seniority,
 - (xi) Five persons, not being employees of the University or of a college affiliated to it, to be nominated by the Chancellor for their special knowledge,
 - (xii) Three post-graduate students of the University - one from Sciences, one Social Sciences and one from Humanities and one Research Scholar to be selected on academic merit.
15. All members of the Academic Council, other than the *ex-officio* members shall hold office for a term of three years.
16. Subject to the Act, these Statutes and the Regulations, the Academic Council shall, in addition all other powers vested in it, have the following powers, namely; Power to -
- (1) to frame and revise curricula and syllabi for the courses of studies for various Departments;
 - (2) make arrangements for the conduct of examinations; appoint examiners, moderators, tabulators and the like;
 - (3) declare the results of the examinations or to appoint Committees or Officers to do so and to make recommendations to the Board of Governors regarding conferment or grant of degrees, diplomas and other academic distinctions or titles;
 - (4) appoint Advisory Committees or Expert Committees or both for the Departments of the University to make recommendation on academic matters connected with the working of the Department; the Head of the Department concerned shall act as convener of such Committee;
 - (5) appoint Committees from amongst the members of the Council, other teachers of the University and experts from outside to advise on such specific academic matters;
 - (6) consider the recommendations of the Advisory Committees attached to various departments and that of Experts and other Committees and take such action (including the making of recommendations to the Board of Governors) as circumstances of each case may require;
 - (7) make periodical review of the activities of the Departments and take appropriate action;
 - (8) supervise the working of the Library;
 - (9) to promote research within the University and require reports on such research from the persons engaged thereon;
 - (10) Provide for the inspection of the classes and the hostels in respect of the instructions and discipline therein, supervise the co-curricular activities of the students of the University and submit reports there on to the Board of Governors;
 - (11) Award stipends, scholarships, medals and prizes and make other awards in accordance with Regulations and such other conditions as may be attached to the awards;

- (12) Make recommendations to the Board of Governors with regard to the creation of posts on the Academic Staff and the abolition thereof, and the emoluments and duties attached to such posts; and
- (13) To decide on granting or denial of affiliation to the colleges, Addition of New Programs, and Upgradation of Existing Programs to Post-Graduate Level.
17. Meetings of the Academic Council shall be conducted in a manner as provided below:-
- (1) The Academic Council shall meet as often as necessary as but not less than three times during an academic year.
 - (2) Half of the total members of the Academic Council shall form a quorum for a meeting of the Academic Council.
 - (3) Meetings of the Academic Council shall be convened by the Vice-Chancellor of the University either on his own initiative or on a requisition signed by not less than 20% of the members of the Council. Requisition meeting shall be a special meeting to discuss only those items of agenda for which requisition is made. The requisition meeting shall be convened by the Chairperson of the Academic Council on date and time convenient to him within 15 days of the notice given for such a requisition;
 - (4) The Vice-Chancellor, if present, shall preside at every meeting of the Academic Council. In his absence, the Senior-most Dean shall preside and in the absence of both the Vice-Chancellor and Senior-most Dean, the senior-most of the Professors present shall preside at the meeting.
 - (5) A written notice of every meeting together with the agenda shall be circulated by the Registrar to the members of the Academic Council at least a week before the meeting. The Chairperson of the Council may permit inclusion of any item for which due notice could not be given.
 - (6) Notwithstanding the provisions of sub-statute (5), the Vice-Chancellor may call an emergency meeting of the Academic Council at short notice to consider urgent special issues.
 - (7) The ruling of the Chairperson of the Council in regard to all questions of procedure shall be final.
 - (8) The minutes of the proceedings of a meeting of the Academic Council shall be drawn up by the Registrar and circulated to all members of the Academic Council present provided that any such minute shall not be circulated if the Council considers such circulation prejudicial to the interests of the University. The minutes along with amendments, if any, suggested shall be placed for confirmation at the next meeting of the Academic Council. After the minutes are confirmed and signed by the Chairperson of the Academic Council, they shall be recorded in a minute book which shall be kept open for inspection of the members of the Academic Council at all times during office hours.

Internal Quality Assurance Cell (IQAC)

18. An Internal Quality Assurance Cell (IQAC), with the purpose to monitor Quality Assurance and Quality enhancement activities for overall performance of the University, shall be notified by the Vice Chancellor in accordance with the UGC norms, with powers and functions as mandated by UGC.

Finance Committee

19. The Finance Committee shall be notified by Vice Chancellor in accordance with provisions of Section 24(1) of the Act.

20. Save as otherwise provided in section 24 (2) of the Act, Finance Committee shall perform the following functions and have the following powers:
- (1) The Finance Committee shall advise on any financial matter that may appropriately be referred to it for opinion by any authority of the University. All financial proposals shall be placed before the Finance Committee prior to being placed before the Board of Management or Board of Governors for consideration and approval.
 - (2) The Finance Committee shall before the 31st of October every year consider the Annual Statement of Accounts for the previous financial year as prepared by the Finance Officer and transmit the same with its recommendations to the Board of Management for examination and approval prior to its transmission to the State Government as required under Section 46 of the Act;
 - (3) The Finance Committee shall before the 31st of December every year consider at a meeting convened for the purpose an abstract of the estimated receipt and expenditure of the University on different accounts for the ensuing financial year as prepared by the Finance Officer and make recommendations pertaining to them, which with the same abstract shall be forwarded to the Board of Management for examination and approval. This abstract as approved by the Board of Management shall be submitted to the Board of Governors for approval;
 - (4) The Finance Committee shall before the 31st of March every year consider at a meeting convened for the purpose the Annual Financial Estimates of the ensuing financial year as prepared by the Finance Officer and having considered the same estimates make recommendations pertaining to them which, with the said estimates, shall be forwarded to the Board of Governors for examination and approval prior to transmission to the State Government for approval;
 - (5) The Finance Committee shall prepare Manual of finance and accounts with the approval of the Board of Governors.
 - (6) The Finance Committee may call for any paper bearing on any financial proposal or any item of accounts under its consideration or in making its recommendations on the annual accounts or the financial estimates referred to in Paragraph (4).
 - (7) The Finance Committee shall maintain watch over the progress of income and expenditure provided for in the Budget and shall make such reports to the Board of Management, from time to time, as it may think fit on any matter affecting the finance of the University.
 - (8) No expenditure, not covered by the Budget grant or in excess of the Budget provision, may be incurred without consideration by the Finance Committee and prior approval of the Board of Governors.
21. The meetings of the Finance Committee shall be conducted in a manner as provided below:-
- (1) The committee shall meet as often as necessary as but not less than four times during a financial year.
 - (2) Two members of the Committee shall form a quorum for a meeting of the Committee.
 - (3) The Vice-Chancellor, if present, shall preside over the meeting of the Committee. In his absence, the Registrar shall chair the meeting.

- (4) The provisions in these statutes regarding notices of the meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meetings of the Board of Management shall, so far as may be, followed in connection with the meeting of the Committee.
- (5) A copy of the minutes of every meeting of the Committee shall be sent to the Board of Management.

Building and Works Committee

22. The Building and Works Committee shall consist of:
 - (i) Vice-Chancellor, *ex-officio*, Chairperson,
 - (ii) Registrar, *ex-officio*, Member Secretary,
 - (iii) University Engineer
 - (iv) Executive Engineer, PWD (Building), Tura
 - (v) Dean of Student Affairs
 - (vi) One member nominated by the sponsor (not below the rank of Joint Secretary)
 - (vii) One member nominated by the Chancellor
23. The Building and Works Committee shall be notified by Vice-Chancellor with the approval of Board of Governors.
24. It is hereby declared that the, Building and Works Committee shall also be an authority within the meaning of Section 20 of the Act.
25. The Building and Works Committee shall perform the following functions and have the following powers:-
 - (1) It shall be responsible, under the direction of the Board of Management, for construction of all major capital works after securing the necessary administrative approval and expenditure sanction from the competent authority.
 - (2) It shall have the power to give the necessary administrative approval and expenditure sanction for minor works and works pertaining to maintenance and repairs, within the grant placed at the disposal of the University for the purpose. It shall prepare estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like.
 - (3) It shall be responsible for making technical scrutiny as may be considered necessary by it.
 - (4) It shall be responsible for enlistment of suitable contractors and acceptance of tenders and shall have the power to give directions for departmental works where necessary.
 - (5) It shall perform such other functions in the matter of construction of buildings and development of land for the University as the Authorities may entrust to it from time to time.
 - (6) In emergent cases the Chairperson of the Committee may exercise the powers of the Committee. Such cases shall be reported by him to the Committee and the Board of Governors at the next meeting of the Committee and of the Board of Governors.
26. The meetings of the Building and Works Committee shall be conducted in a manner as provided below:-
 - (1) The Committee shall meet as often as necessary but at least thrice a year.

- (2) Four members shall form a quorum for a meeting of the Committee.
- (3) The provisions in these statutes regarding notice of meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meeting of the Board of Management shall, so far as may be, be followed in connection with the meeting of the Committee.

Board of Studies (Post-Graduate Studies)

27. Board of Studies (Post-Graduate Studies) shall consist of:-

- (i) The Head of the concerned University Department of Teaching who shall be the Chairperson of the Board, Ex-officio;
- (ii) The Teachers of the University participating in post-graduate teaching in the subject or subjects in respect of which the Board is constituted;
- (iii) Not more than three persons who shall be experts in the subject or subjects concerned co-opted by the other members of the Board at its first meeting; and
- (iv) Five whole-time teachers participating in post-graduate teaching in the affiliated colleges in the subject or subject concerned in respect of which the Board is constituted, to be nominated by the Vice-Chancellor.

Boards of Studies (Undergraduate Studies)

28. Board of Studies (Undergraduate Studies) shall consist of -

- (i) Four teachers participating in post-graduate teaching in the subject or subjects concerned, or, if at the time of the constitution of any Board no instruction is imparted in the Post-Graduate course in the subject or subjects concerned, four persons nominated by the Vice-Chancellor,
- (ii) Five teachers participating in undergraduate teaching in the subject or subjects concerned, and
- (iii) Two persons, other than those mentioned in Clauses (i) and (ii), having expert knowledge in the subject or subjects concerned co-opted by the other members of the Board at its first meeting.

29. The Vice-Chancellor shall nominate one of the members of the Board to be the Chairperson.

30. The Chairperson shall preside at meetings of the Board, but in his absence, the members present shall elect one of their members to act as the Chairperson.

Departmental Committees.

31. There shall be an authority called Departmental Committee in every Post-Graduate Department of the University consisting of all whole-time teachers with the Head of the Department as the Chairperson. Not more than three part-time teachers may be co-opted as members by the Departmental Committee provided the Department has not less than five whole-time teachers.

Powers and Functions of the Departmental Committee.

32. Subject to the general supervision and control of the Vice-Chancellor, the Departmental Committee shall have the following powers and functions:-

- (i) identification of the academic areas which need to be strengthened and recommendation of suitable measures in this regard;
- (ii) proper utilization of existing physical, human and financial resources of the Department;

- (iii) preparation of class routine;
 - (iv) programming for co-ordination and completion of courses on schedule;
 - (v) making arrangements for holding examinations;
 - (vi) to take necessary follow-up action for expeditious publication of results;
 - (vii) to suggest proposals for inclusion in the annual budget; and
 - (viii) consideration of any other matter regarding departmental activities or any such matter as may be referred to it by the appropriate authorities.
33. The rules and procedure for its working shall be framed by the Departmental Committee with the approval of The Vice-Chancellor.

Chapter 3: Officers

34. The following, as per Section 12 of the Act, shall be the officers of the University:-

- (i) Chancellor,
- (ii) Vice-Chancellor,
- (iii) Pro Vice-Chancellor,
- (iv) Registrar,
- (v) Finance Officer,
- (vi) Deans of Faculty,
- (vii) Inspector of Colleges
- (viii) Controller of Examination,
- (ix) University Engineer,
- (x) University Librarian, and
- (xi) Such other officers as may be declared by the Act or Statutes of the University.

Vice-Chancellor

35. The Search-cum-Selection Committee mentioned in the Section 15 of the Act, shall be constituted by the Sponsor, in accordance with the UGC Regulations.
36. Save as otherwise provided in the Act, the Vice-Chancellor shall exercise the following powers and perform the following duties: -
- (1) It shall be the duty and the responsibility of the Vice-Chancellor to see that the academic standards in the Post-Graduate Departments of the University as well as Undergraduate Studies in the affiliated colleges are maintained and improved in accordance with the provisions of the Act, the Rules, the Statutes, and the Regulations.
 - (2) In order to carry out the duty and the responsibility prescribed in Paragraph (1), the Vice-Chancellor shall have the right to inspect or visit any academic department of the University and other institutions maintained or managed by, or affiliated to the University and submit a report to the Academic Council or Board of Governors.

- (3) The Vice-Chancellor shall have the power to suggest to the Board of Governors changes in the structure of administration of the University including abolition, re-designation and/or creation of new posts of officers and employees of the University.
- (4) It shall be the responsibility of the Vice-Chancellor to look after the efficient maintenance and management of all properties, endowments and equipment of the University, annual physical stock verification of equipment of different academic departments, and effective utilization of the available space of the University; and he shall issue such instructions for the purpose, from time to time, as he may deem necessary.
- (5) Subject to the budget provisions made for the specific purpose, the Vice-Chancellor shall have the power to incur expenditure in accordance with the procedure as may be laid down by the Board of Governors from time to time.
- (6) The Vice-Chancellor shall have the power to re-appropriate funds with respect to different items constituting the recurring budget up to a limit of ₹ 1,00,000 under each head of account provided that such re-appropriation will not involve any liability in future years. Every such re-appropriation shall as soon as possible be reported to the Board of Governors.
- (7) The Vice-Chancellor shall have the power to employ technicians and workmen, for the duration to the extent of the requirement, paid from contingencies involving emoluments as decided by the Board of Governors.
- (8) The Vice-Chancellor shall have the power to send members of the staff for training or for a course of instruction inside India subject to such terms and conditions as may be laid down by the Board of Governors from time to time.
- (9) The Vice-Chancellor shall have the power to sanction temporary allocation of any building for any purpose other than that for which it was constructed.
- (10) The Vice-Chancellor shall have the power of a Head of Department for purposes of the rules of the Government in so far as they are applicable or may be made applicable to the conduct of the business of the University.
- (11) If for any reason the Registrar is temporarily absent for a period not exceeding one month, the Vice Chancellor may take over or assign to any member of staff of the University, any of the functions of the Registrar as he deems fit. Provided that if at any time the temporary absence of the Registrar exceeds one month, the Board of Management may, if it thinks fit, authorize the Vice-Chancellor to take over or assign the function of the Registrar as aforesaid, for a period exceeding one month.
- (12) The Vice-Chancellor may, during his absence from headquarters, authorize senior most Dean or the senior most Professor present, to sanction advances for travelling allowance, contingencies and medical treatment of the staff and sign and countersign bills on his behalf and authorize him for assuming such powers of Vice-Chancellor as may be specifically delegated to one of the Deans or to the senior most Professor present by him in writing.
- (13) The Vice-Chancellor may, at his discretion, constitute such committees as he may consider appropriate.
- (14) The Vice-Chancellor may, with the approval of the Board of Governors, delegate any of his powers, responsibilities and authorities vested in him by the Act and Statutes to one or more members of academic or administrative staff of the University.

Pro Vice-Chancellor for a Regional Centre.

37. Pro Vice-Chancellor of a Regional Centre shall be appointed by the Board of Governors on recommendation by a Selection Committee duly notified by the Sponsor and he shall —
- (1) assist the Vice-Chancellor in the academic administration of the concerned Regional Centre;
 - (2) suggest proper measures to be taken for efficient management of the concerned Regional Centre and draw up specific scheme for its improvement;
 - (3) have the right to be present at and address any meeting relating to the concerned Regional Centre;
 - (4) have the power to convene any meeting of any academic bodies or committees pertaining to the concerned Regional Centre; and
 - (5) perform such other duties as may be assigned to him by the Vice-Chancellor from time to time.

Registrar

38. The appointment of the Registrar shall be made by the Board of Governors on recommendation by a Selection Committee duly notified by the Sponsor.
39. Save as otherwise provided in the Act, the Registrar shall exercise the following powers and perform the following duties: -
- (1) The Registrar shall be under the direct control of the Vice-Chancellor and the Board of Governors.
 - (2) Subject to the provisions of the Act, the Registrar shall be the Secretary to the Board of Governors, the Board of Management, the Academic Council, the Finance Committee and such other authorities or committees of the University as may be specifically prescribed by the Statutes or the Regulations. He shall also be the Member-Secretary of any committee constituted by the Board of Management except as otherwise specifically provided. He shall keep the minutes of the meeting.
 - (3) The Registrar shall be the custodian of records and common seal of the University and nobody shall use the seal of the University without prior permission from him. As custodian of the records of the University, the Registrar shall have the power to refuse general access to such records by any person, other than the Vice-Chancellor and the Pro Vice-Chancellors except on written authorisation from the Vice-Chancellor.
 - (4) The Registrar shall conduct the official correspondence on behalf of the University and the Board of Governors and such other bodies or committees as may be directed by the Vice-Chancellor except as otherwise provided by the Statutes or the Regulations.
 - (5) The Registrar shall be responsible for the maintenance of University buildings and allocation of available space for accommodation with the concurrence of the Vice-Chancellor.
 - (6) The Registrar shall be in-charge of maintenance of service records of the Employees, Officers, and Teachers of all the departments of the University. He may, if necessary, delegate his powers in this respect to any Officer under his administrative control with the concurrence of the Vice-Chancellor.
 - (7) The Registrar shall take necessary steps in respect of appointment of the Officers, Employees and all categories of teachers of the University and conduct all correspondence pertaining thereto on behalf of the University. He shall also deal with promotion of all categories of employees of the University in accordance with the provisions prescribed in the Statutes and the Regulations for the

purpose and present all such cases to the appropriate authority with the concurrence of the Vice-Chancellor.

- (8) The Registrar shall be responsible for the purchase of all articles including stationery goods, laboratory apparatus and equipment, and other machineries as may be required by the University.
- (9) The Registrar shall, under the direction of the Vice-Chancellor and the Board of Governors, take necessary steps for the execution of plans for development and improvement of higher education as may be recommended by the Sponsor or UGC from time to time.
- (10) The Registrar shall sign papers in connection with all legal proceedings for or against the University.

Dean of Faculties

40. The Dean (Academics) and Dean (Research & Development) shall be appointed by the Vice-Chancellor with the approval of the Board of Governors.
41. The Dean (Academics) shall exercise the following powers and perform the following duties: -
 - (1) The Dean shall be responsible for managing and overseeing the academic programs, student affairs, and academic activities, ensuring alignment with the university's mission and educational standards.
 - (2) The Dean shall develop and implement academic goals and policies, aligning them with the university's strategic vision and ensuring the continuous improvement of the academic environment.
 - (3) The Dean shall lead the development and periodic review of the curriculum, ensuring that academic programs are up-to-date, relevant, and meet the required accreditation standards.
 - (4) The Dean shall initiate and oversee regular academic audits to assess the effectiveness and quality of academic programs, suggesting improvements as needed to maintain academic excellence.
 - (5) The Dean shall ensure that all academic programs, student activities, and teaching methods comply with the regulations set by the University Grants Commission (UGC) and other accrediting bodies.
 - (6) The Dean shall serve as the key liaison between the university administration and faculty, ensuring open communication and smooth coordination on academic matters.
 - (7) The Dean shall initiate programs and workshops for faculty development, fostering continuous professional growth to enhance teaching, research, and leadership skills.
 - (8) The Dean shall supervise the academic assessment process, ensuring that exams, grading, and student evaluations are fair, transparent, and in line with institutional policies.
42. The Dean (Research & Development) shall exercise the following powers and perform the following duties:-
 - (1) The Dean shall foster and maintain an academic environment conducive to research, ensuring that the necessary resources, infrastructure, and support are available for successful research activities.

- (2) The Dean shall lead initiatives that provide training, workshops, and resources to faculty, research scholars, and students, enhancing their research skills and fostering a culture of innovation.
- (3) The Dean shall encourage and facilitate interdisciplinary research, fostering collaboration among various departments, faculties, and external research institutions to promote innovative, cross-disciplinary research projects.
- (4) The Dean shall encourage faculty, research scholars, and students to publish their research findings in high-impact journals and ensure access to platforms for the dissemination of their work.
- (5) The Dean shall actively work to secure national and international funding for research projects, consultancy projects, guiding faculty and researchers in identifying and applying for research grants and sponsorships.
- (6) The Dean shall serve as the central point of contact for information regarding ongoing and upcoming research projects within the university, ensuring transparency and accessibility of research initiatives.
- (7) The Dean shall organize and promote workshops, conferences, seminars, and other academic events to facilitate the exchange of knowledge, ideas, and research findings among faculty, students, and external experts.

Dean of Student Affairs

43. The Dean of Student Affairs shall be appointed by the Vice-Chancellor with the approval of the Board of Governors.
44. The Dean of Student Affairs shall exercise the following powers and perform the following duties:
 - (1) The Dean shall oversee and ensure the proper arrangement of student housing, ensuring that accommodations are safe, comfortable, and conducive to student well-being and academic success.
 - (2) The Dean shall implement and coordinate a comprehensive counselling program for students, addressing academic, personal, and mental health concerns, and ensuring students have access to the support they need to thrive.
 - (3) The Dean shall supervise and support the organization of extracurricular activities, including clubs, sports, cultural events, and student organizations. Additionally, the Dean shall work to address the general needs and welfare of students, promoting a holistic student experience.
 - (4) The Dean shall coordinate and assist in the career placement process for graduates, working with potential employers, alumni, and industry partners to create opportunities for students entering the workforce.
 - (5) The Dean shall establish and maintain strong relationships with the university's alumni, organizing alumni events, creating networks, and facilitating opportunities for alumni to engage with the current student body and contribute to the university community.

Finance Officer

45. The appointment of the Finance Officer shall be made by the Board of Governors on recommendation by a Selection Committee duly notified by the Sponsor.

46. The Finance Officer shall work under the direct supervision of the Vice-Chancellor and Registrar and shall -
- (1) assist the Vice-Chancellor in all matters pertaining to finance, including audit and accounts, and in the preparation of the Budgets and Estimates;
 - (2) advise the Vice-Chancellor with respect to the economical and efficient use of the University funds and resources of the University and the best utilisation of its assets;
 - (3) exercise supervision over general accounting and internal audit of the University; and
 - (4) be responsible for the day to day maintenance of accounts and internal audit.

Controller of Examinations

47. The Controller of Examinations shall be appointed by the Vice-Chancellor with the approval of the Board of Governors. The Controller of Examinations shall be in-charge of the Examination office of the University and shall be responsible for the administrative arrangements for the preparation, scheduling, marking and reporting of Examinations, both Post Graduate and Undergraduate, and publication of the results of all such examinations and all other matters connected with such examinations. In all such matters he shall act under the supervision of the Vice-Chancellor.

Head of Department

48. Each Department of the University shall be placed in charge of a Head who shall be selected by the Vice-Chancellor from among the suitable Professors and Associate Professors.

Provided that when in the opinion of the Vice-Chancellor the situation so demands, the Vice-Chancellor may himself take temporary charge of a Department or place it under the charge of a Professor from another Department for a period not exceeding six months.

49. The Head of a Department shall be responsible for the entire working of the Department subject to the general control of the Vice-Chancellor.
50. It shall be the duty of the Head of a Department to see that the decisions of the authorities of the University and of the Vice-Chancellor are faithfully carried out. He shall perform such other duties as may be assigned to him by the Vice-Chancellor.

Inspector of Colleges

51. The Inspector of Colleges shall be appointed by the Vice-Chancellor with the approval of the Board of Governors. The Inspector of Colleges shall be responsible for ensuring the implementation of the terms and conditions for affiliation and disaffiliation of colleges and for adding new programs, and upgrading existing programs to the post-graduate level and for reports on colleges applying for affiliation, inspection of colleges, preparation of other reports and maintenance of records in relation thereto. In all such matter he shall act under the supervision of the Vice-Chancellor.

University Engineer

52. The University Engineer shall work under the direct supervision of the Registrar and shall be responsible for the construction, repairs and maintenance of the buildings, grounds and all movable and immovable properties of the University. The University Engineer shall be in-charge of all lands, buildings and other properties of the University.

University Librarian

53. The University Librarian shall work under the direct supervision of the Vice-Chancellor and shall be in-charge of the University Libraries with the advice and counsel of a Library Committee, for the selection, requisition and cataloguing of books and publications. He shall also be responsible for developing the procedure to ensure the effective use of library facilities and materials.

Deputy Registrar

54. The Deputy Registrar shall work under the direct supervision of the Registrar and shall assist him in the performance of his functions and shall also perform such other functions as may be assigned to him by the Registrar or the Vice-Chancellor.

Deputy Controller of Examinations

55. The Deputy Controller of Examinations shall work under the direct supervision of the Controller of Examinations and shall perform such functions as may be assigned to him by the Controller of Examinations or the Vice-Chancellor.

Chapter 4: Fees, Scholarship, Fellowship, Medals and Prizes**Scholarship, Fellowship, Medals and Prizes**

56. The Board of Governors may, on the recommendation of the Academic Council, institute such scholarships, fellowships, medals and prizes as it may consider necessary.

Fees

57. The University may charge the following fees, namely:
- (1) The tuition and hostel fees as determined by the Academic Council and the Board of Governors. The fees determined in such manner shall be submitted to the Sponsor for approval.
 - (2) The caution money shall be refunded to the students, scholars and fellows at the time finally leaving the University, after deducting of relevant dues, if any and where no refund is received within two years of finally leaving the University, the Caution Money shall be credited to the Student Welfare Fund.
 - (3) The fee concession and the scholarships as may be determined by the Academic Council and approved by the Sponsor shall be applicable to the University.

Chapter 5: Departments

58. The University shall have the following Departments:
- 1) History
 - 2) Political Science
 - 3) English Literature
 - 4) Commerce
 - 5) Education
 - 6) Khasi
 - 7) Garo

- 8) Economics
- 9) Sociology
- 10) Philosophy
- 11) Anthropology
- 12) Geography
- 13) Social Work
- 14) Environmental Science

Provided that in addition to above, the Board of Governors may establish or abolish one or more schools or centers of research on the recommendations of the Academic Council.

Chapter 6: Affiliation

Temporary Affiliation, Permanent Affiliation, Addition of New Programs, and Upgradation of Existing Programs to Post-Graduate Level

59. The University shall adhere to the UGC Regulations on the affiliation of colleges by the university, as issued from time to time, for granting temporary and permanent affiliations, adding new programs, and upgrading existing programs to the post-graduate level.
60. The University shall develop a prescribed format that includes all necessary details to be submitted by colleges, in compliance with the UGC Regulations, and make this available on its website. Additionally, the University shall create a standardized template for executing bonds by colleges, as required by the UGC Regulations.
61. The University shall also publish a notification detailing the prescribed fees and timelines for temporary affiliation, permanent affiliation, addition of new programs, and upgrading existing programs to the post-graduate level. This notification will be issued only after receiving approval from the State Government.
62. The Vice-Chancellor shall notify a Committee of Experts to conduct inspections on behalf of the University, in accordance with the provisions of the UGC Regulations.
63. The Academic Council shall serve as the final authority on decisions regarding the granting or denial of affiliations to colleges.
64. The University may issue a detailed procedural framework for these processes including disaffiliation, aligned with UGC Regulations, subject to the approval of the Sponsor. All the activities under this chapter shall be coordinated by the Inspector of Colleges.

Chapter 7: Appointments

65. All posts at the University shall be filled by advertisement with **prior approval from the Sponsor**.
66. While making appointments, the University shall follow the **State Reservation Policy** in force at the time of advertisement, following the **Reservation Roster approved by the Sponsor**.
67. Vice chancellor shall be the Chairperson of all the Selection Committees. In the absence of the Vice-Chancellor, any member of the staff of the University who is appointed to perform the current duties of the Vice-Chancellor shall be the Chairperson of the Selection Committees in the place of the

Vice-Chancellor. The Vice-Chancellor may also nominate any member of the staff of the University to work on the Selection Committees in his place.

68. Unless otherwise provided for under these Statutes, a Selection Committee constituted for the purpose of making recommendations for appointment to a post shall be eligible to exercise its functions in relation to that post until the time the appointment is made.
69. A candidate applying for a post of the University shall be charged application fees at the rates as prescribed from time to time by the University. Candidates selected for interview for a post under the University may be paid such travelling allowances as may be determined by the Board of Management from time to time in this behalf.
70. Where a post is to be filled on emergent basis for a short period of not more than 12 months, on contract basis or by invitation, the Board of Management may constitute such ad-hoc Selection Committees, as circumstances of each case may require, with Vice-Chancellor as chairperson.
71. If the post is to be filled by advertisement, the terms and conditions of the post shall be advertised by the Registrar and all applications received within the date specified in the advertisement shall be considered by the Selection Committee.
72. **All the appointments shall be made with the approval of the Board of Governors. Recruitment of Faculty of the University**
73. The Selection Committee for recruitment of Academic staff or promotion shall be as here under:
- | | |
|--|------------------|
| (i) Vice-Chancellor or his representative | Chairperson |
| (ii) One nominee of the Sponsor | Member |
| (iii) Two nominees of the Board of Governors, | Member |
| (iv) Two experts nominated by the Academic Council | Members |
| (v) Head of the Department concerned | Member |
| (vi) Registrar | Member Secretary |
74. Recruitment of Faculty, in addition to the following terms and conditions, shall be in accordance with the UGC Regulations issued in this regard from time to time: -
- (1) Number of Posts: The number of posts, as determined by the University in accordance with the UGC norms, shall be approved by the Sponsor.
 - (2) Classification: Group-A (**UGC Pay Scales**)
 - (3) Mode of appointment: By Direct Recruitment
 - (4) Age limit for Direct Recruitment: As per the norms of State Government
 - (5) Educational and other Qualification required for Direct Recruits: As per UGC norms. Assistant Professors without Ph.D. degrees will be recruited on contract basis only and will be regularized when they acquire Ph.D. degree.
 - (6) Period of probation, if any: As per the norms of State Government
 - (7) Pay fixation: All recruitments and pay-fixation shall be done by the Board of Governors only on the recommendations of the Selection Committee.

- (8) Functioning of the Selection Committee: The procedure to be followed by Selection committee shall be as per the norms of UGC.
75. Distribution of posts among departments / centres and designations: While there is no rigid formula for distribution of sanctioned posts among the departments and centres within a University, the Board of Governors, on the recommendation of the Vice-Chancellor, shall dynamically allocate sanctioned faculty positions among the departments taking into consideration academic programs of various departments, existing quality of faculty, expected retirements and availability of eligible candidates.
76. There will be three designations - Professor, Associate Professor and Assistant Professor. Ideally, the University shall have a three tier "rigid" faculty distribution among the three designations –
Professor: Associate Professor: Assistant Professor =1:2:4, with a Career Advancement Scheme where faculty may move to higher pay as per the norms of UGC.
77. **Policy on Promoting Diversity in Faculty Recruitment:** Many leading universities worldwide, including top universities in India, have an explicit or implicit policy of not recruiting their own graduates into faculty positions to promote diversity and fresh perspectives. To foster this principle, the University will implement the following policies:
- (1) Candidates who have obtained, or are expected to obtain, their most recent degree (Ph.D. or Master's Degree) from the University will generally not be considered for recruitment, unless there is an approximate gap of three years between leaving the University and the expected date of joining.
 - (2) This policy does not apply to candidates who are already faculty members, either on a regular or contractual basis, and are pursuing a higher degree within the University.
 - (3) In exceptional cases, where the department or the Selection Committee believes an exception is warranted (e.g., due to a severe faculty shortage in a specific academic field, the candidate's exceptional qualifications, or other compelling reasons), the justification for the exception must be documented and submitted to the Board of Governors for approval. If the Board is convinced by the justification, it may approve the appointment. Such appointments will not set a precedent.
78. **Auxiliary Faculty Positions:** Norms for appointment of adjunct, honorary, chair, emeritus, contractual, visiting, ad-hoc and temporary faculty are as decided by Board of Governors on recommendation of Vice Chancellor.

Recruitment of Non-Faculty Officers and Staff of University

79. The Selection Committee for Administrative and Ministerial Staff shall be as under:
- | | |
|---|------------------|
| (i) Vice-Chancellor or his representative | Chairperson |
| (ii) One expert from outside the University | Member |
| (iii) Nominee of the Sponsor | Member |
| (iv) Nominee of the Chancellor | Member |
| (v) Registrar | Member Secretary |

80. Strength, Classification and Scale of Pay of the Posts shall be as given below:-

Sl. No.	Name of the Post	Number of Posts	Classification	Pay Scale
1.	Vice-Chancellor	01	Group - A	UGC Pay Scale
2.	Pro Vice-Chancellor	As per sanctioned strength	Group - A	-do-
3.	Registrar	01	Group - A	L-17 of State Pay Scale
4.	Finance Officer	01	Group - A	L-16 of State Pay Scale
5.	Deputy Registrar	01	Group - A	L-15 of State Pay Scale
6.	University Librarian	01	Group - A	L-15 of State Pay Scale
7.	University Engineer	01	Group - A	L-15 of State Pay Scale
8.	Medical Officer	01	Group - A	L-15 of State Pay Scale
9.	Security Officer	01	Group - A	L-14 of State Pay Scale
10.	Sr. Superintendent/ Sr. Accountant	As per sanctioned strength	Group - B	Equivalent Pay Level of State Pay Scale
11.	Superintendent / Accountant	As per sanctioned strength	Group - B	-do-
12.	Sr. Private Secretary	As per sanctioned strength	Group - B	-do-
13.	Private Secretary	As per sanctioned strength	Group - B	-do-
14.	Private Assistant	As per sanctioned strength	Group - B	-do-
15.	Senior Assistant	As per sanctioned strength	Group - C	-do-
16.	Junior Assistant	As per sanctioned strength	Group - C	-do-
17.	Technician Laboratory Assistant	As per sanctioned strength	Group - C	-do-
18.	Senior Technician, Senior Laboratory Assistant	As per sanctioned strength	Group - C	-do-
19.	Asst. Technician, Asst. Laboratory Assistant	As per sanctioned strength	Group - C	-do-
20.	Security Guard / Attendant / Mali	As per sanctioned strength	Group - C	-do-

81. All other terms and conditions such as mode of appointment, Age Limit, Educational and other Qualifications, period of probation and pay fixation shall be as per the State government norms.

Chapter 8: Terms and Conditions of Service of Employees

82. The terms and conditions of regular employees of the University such as Probation, Pay, Allowances, Increments, Medical Allowances, Travel Allowances, Leave Travel Concession (LTC), Conduct Rules, Performance Appraisal, Superannuation, Retirement Benefits and Pension shall be as per the State Government norms.
83. University may draft its own Service Rules for each category of employees with the approval of the Sponsor.

VIJAY KUMAR MANTRI,

Commissioner & Secretary to Government of Meghalaya,
Education Department.

The 11th February, 2025.

No.Health.164/2019/119. -In exercise of the power conferred by the proviso to Article 309 of the Constitution of India, the Governor of Meghalaya is pleased to make the following Rules regulating the recruitment and the conditions of Service of persons appointed to the Meghalaya Dental Health Services of Meghalaya.

THE MEGHALAYA DENTAL HEALTH SERVICES RULES 2025.

1. **Short Title and Commencement:** - (1) These Rules may be called "The Meghalaya Dental Health Services Rules 2024.
- (2) They shall come into force from the date of the notification in the official Gazette.
2. **Definitions:** - In these Rules unless there is anything repugnant in the subject or context: -
 - (a) "Appointing Authority" means (1) the Governor of Meghalaya in respect of Gazetted posts.
 - (b) "Board" means the Meghalaya Medical Services Recruitment Board (MMSRB).
 - (c) "Committee" means the Committee constituted under Rule 8.
 - (d) "Government" means the Government of Meghalaya.
 - (e) "Governor" means the Governor of Meghalaya.
 - (f) "Member of the Service" means a member of the Meghalaya Dental Health Service.
 - (g) "Rules " means the Meghalaya Dental Health Service Rules, 2024.
 - (h) "Service" means the Meghalaya Dental Health Service.
 - (i) "Post-Graduate Degree" means a Post-Graduate dental degree obtained after undergoing a course of two or more years of study recognized by the Dental Council of India.
 - (j) "Post-Graduate Diploma" means a Post-Graduate dental diploma obtained after undergoing a course of not less than one, but less than two years of study and recognized by the Dental Council of India.
 - (k) "State" means the State of Meghalaya.
 - (l) "Schedule" means the Schedules appended to these Rules.
 - (m) "Year" means the Calendar Year.

3. **Constitution of the Service:** - There shall be constituted a Service to be known as the "Meghalaya Dental Health Service" Consisting of the Following persons, namely:-
- (1) Persons appointed to different posts in the Service before the commencement of these Rules.
 - (2) Persons appointed to different posts in the Service in accordance with the provision of these Rules.
 - (3) Persons serving in connection with the affairs of Central or other State Governments who have been brought over on deputation to, and permanently absorbed under the Government of Meghalaya before the commencement of these rules.
4. **Composition of the Service:** - (1) The Service shall consist of the following classification and grades of posts carrying the scale of pay as shown in **Schedule-I**
- A. Senior Dental Surgeon Grade-I
 - B. Senior Dental Surgeon Grade-II
 - C. Dental Surgeon Grade-III
- (2) Each of the categories of post in clauses A, B, & C of sub-rule (1) shall form an independent cadre. Member of the lower cadre shall have no claim for appointment to any of the higher cadre except in accordance with the provisions made in these Rules.
5. **Status of the members of the service :-** All members of the services shall be of gazetted status.
6. **Strength of Service:** - (1) The strength and composition of the service shall be such as may be determined by the Governor from time to time,
- (2) At the commencement of these Rules, the strength of the Service and post(s) therein shall be as shown in **Schedule-I**
7. **Method of Recruitment & Promotion:** - (1) Appointment to any post by promotion, in Senior Dental Surgeon at Grade-I and Grade-II, shall be made from the Select List approved under sub-rule (4) of Rule 9 from amongst the members of the Service holding the next lower post:
- Provided that no member of the Service shall be eligible for consideration for promotion unless he has rendered not less than 3(three) years of continuous service in the lower post on the first day of the year in which the selection is made as shown in **Schedule II**.
- Provided further, that if suitable candidates are not available in the next lower post (Grade II), the vacancies shall be filled up by promotion from amongst the members of the Service belonging to further lower post (Grade III) who have rendered not less than 7(seven) years of continuous Service in that post on the first day of the year in which the selection is made and included in the Select List approved under sub-rule (4) of Rule 9 as shown in **Schedule II**.
- (2) Appointment to the post in Grade **III** shall be made by direct recruitment on the result of competitive examination conducted by the Board as shown in **Schedule II**.
- (3) Promotion from Grade-III to Grade-II and from Grade-II to Grade-I is subject to vacancy, that is, promotion shall depend on the availability of post(s) in that grade and subject to the first and second provisos of sub-rule (1) of rule 7 above.

8. Departmental Promotion Committee: - (1) For the purpose of appointment by promotion under sub-rule (1) of Rule 7 to posts of Senior Dental Surgeon Grade-I & Senior Dental Surgeon Grade-II, there shall be a Departmental Promotion Committee consisting of the following members: -

- | | |
|---|------------------|
| I. Chief Secretary | Chairman. |
| II. Principal Secretary / Commissioner & Secretary / Secretary (of the Department Concerned). | Member Secretary |
| III. Principal Secretary / Commissioner & Secretary / Secretary / Additional Secretary. Personnel & A. R. Department. | Member |
| IV. Principal Secretary / Commissioner & Secretary / Secretary Finance Department | Member |

(2) The Committee may invite any other person to attend its meetings when considered necessary.

9. Procedure for preparing the Select Lists: (1) At the beginning of each year, the Appointing Authority shall refer to the Committee, the approximate number of vacancies likely to occur in each grade of the Service during the year. To enable the Committee to prepare the Lists for promotion to those grades, the Appointing Authority shall furnish the Committee with the following documents, namely: -

- (a) A List of the member of the Service drawn up in order of seniority and consisting of three times the number of vacancies referred to in sub-rule (1).

Provided that such restriction shall not apply in respect to post where the total number of eligible persons is less than three times the number of vacancies and in such a case the Committee shall consider all the eligible persons.

- (b) The Character Rolls and Service Records of such members.

- (c) Any other document and information as may be considered necessary by the Appointing Authority or required by the Committee.

(2) The Committee after examining the Character Rolls, Service records and other documents in respect of all such persons, shall prepare a list based on seniority with due regard to merit and suitability. The number of persons to be included in the list shall be according to the actual number of vacancies available at the grade. The list shall be forwarded by the Committee to the Appointing Authority.

(3) The names of persons in the list shall be placed in order of preference for promotion. In every case where junior member is selected in preference to his seniors, the Committee shall record in writing the reasons for doing so.

(4) For the purpose of appointment by promotion under sub-rule (1) of Rule 7, the Appointing Authority shall consider the list prepared by the Committee along with the Character Rolls and Service Records and other documents in respect of each person in the list and unless he considers that any change is necessary, approve the list. If the Appointing Authority considers it necessary to make any change in the list received from the Committee, he shall inform the Committee of the changes proposed and after

considering the comments if any, of the Committee, approve the said list finally with or without modification as may in his opinion to be just proper.

- (5) The List as approved under sub-rule (4) above shall form the select list for the purpose of appointment by promotion under sub-rule (1) of Rule 7.

10. Consultation with the Board: - (1) The Appointing Authority shall forward the list prepared under Rule 9 to the Board along with the Character Roll, Service Records, and other relevant documents in respect of each person in the list together with his comments, if any.

- (2) The Board shall consider the list and documents referred to in sub-rule (1) and such other documents as it may have called for and unless it considers that any change is necessary approve the list.

- (3) If the Board considers it necessary to make any change in the list received from the Appointing Authority, it shall inform him of the change(s) proposed and after considering modifications as may in its opinion to be just and proper.

- (4) The List as approved by the Board either under sub-rule (2) or sub-rule (3) shall form the Select List for the purpose of appointment under sub-rule (1) of Rule 7.

11. Validity of the Select List: - (1) The Select List shall remain in force for a period of one year unless its validity is extended with approval of the Board:

Provided that such an extension shall not be for a total period exceeding six months:

Provided further that in the event of any great lapse in the conduct or performance of duties on the part of any person in the List, the Appointing Authority may, if he thinks fit, remove the name of such person from the Select List. The reason(s) for doing so shall be recorded in writing.

- (2) The Board shall meet once a year to review the Select List.

12. Direct Recruitment: -

- (1). Vacancies occurring in Grade III, in any particular year, shall be intimated by Government to the **Commission/Meghalaya Medical Services Recruitment Board (IVMSRB)** for direct recruitment of suitable persons as provided under sub-rule (2) of rule 7. **The Meghalaya Medical Services Recruitment Board (MMSRB)** shall prepare a list of such candidates who have qualified in a test, in order of merit, and in accordance with their general suitability for appointment to the service and shall forward the list so prepared to Government. The number of persons to be included in the list shall be according to the actual vacancies likely to occur during the recruitment year.

- (2). The inclusion of a candidate's name in the list prepared under sub-rule (1) above confers no right to appointment unless the Governor is otherwise satisfied, after such enquiry as may be considered necessary, that the candidates is suitable in all respects for appointment to the service, and that appointment to any post in the service is subject to availability of vacancy.

- (3). Of the number of vacancies to be filled up on result of the examination, there shall be reservation in favour of candidates belonging to Scheduled Castes and Scheduled Tribes to the extent and subject to the conditions as Government may from time to time prescribe.

13. Conditions of eligibility for appearing at the Competitive Examination: - To be eligible to compete at the examination for direct recruitment, a candidate must satisfy the following conditions, namely: -

(1) Nationality — He must be a citizen of India

(2) Age — He must have attained the age of 18 years and must not have exceeded the age of 32 years on the first day of the year in which the advertisement for the post is made:

Provided that in the case of candidate belonging to Schedule Castes and Schedule Tribes, the upper age limit will be subject to relaxation made by the Government from time to time as shown in **Schedule II**

- (3) Educational Qualification — As laid down in the **Schedule II**

14. Disqualification for appointment to the Service: - (1) No person shall be appointed who, after medical examination as the Government may prescribed, is not found to be in good mental or bodily health and free from any physical defect or infirmity which may render him unfit in the discharge of his duties.

- (2) No person shall be appointed to the service who had been convicted for any offence involving moral turpitude.
- (3) No person who has more than one spouse living shall be eligible for appointment to any post in the Service.

Provided that the Governor may, if he is satisfied that there are special grounds for doing so, exempt any person from the operation of this sub-rule.

- (4) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendation, either written or oral or by any other means, shall be appointed to the Service.

15. Appointment to the Service: - (1) Appointment to any post in the Service under Rule 7 shall be made by the Appointing Authority and shall also be published in the Meghalaya Gazette.

- (2) (i) Subject to the provisions of sub-rule (2) and (3) of Rule 12, appointment shall be made from time to time in the order in which the names of candidates appear in the Merit List prepared under sub-rule (1) of Rule 12.

- (ii) A person appointed by direct recruitment shall join within 15 (fifteen) days from the date of receipt of the order of appointment, failing which, and unless the Appointing Authority extend the period of joining, which shall not in any case exceed 3 (three) months, the appointment shall be cancelled.

(3) Appointment under sub-rule (1) Rule 7, shall be made in the order in which the names of candidates appear in the Select List approved by the Board Under sub-rule (4) of Rule 10.

16. Probation: - Every Person appointed to the Service under sub-rule (2) of Rule 7 shall be on probation for a period of 2(two) year:

Provided that the period of probation may for good and sufficient reasons be extended by the Appointing Authority in any individual case by a period not exceeding 2(two) years:

Provided further, that where a person appointed to the post in the Service could not be placed under probation for want of permanent vacancy, any period which he has rendered in a temporary capacity, may having regard to his performance be counted towards the period of probation.

17. Departmental Examination & Training: - Every person appointed to the Service after the commencement of these Rules shall, during the period of probation, complete successfully such training as may be prescribed by the Appointing Authority.

18. Discharge or Reversion: - (1) Where the Appointing Authority finds that the performance of duty by any member of the Service, appointed by promotion, is unsatisfactory such member shall be liable to be reverted to his next lower post or grade.

(2) A member of the Service appointed by direct recruitment shall be liable to be discharged if: -

- (a) He fails to give sufficient use of the opportunities given during the training or otherwise fails to give satisfactory performance during the period of probation, and
- (b) On any information received relating to his nationality, age, health, character and antecedents the Appointing Authority is satisfied that the probationer is in eligible or otherwise unfit for being a member of the Service.

19. Seniority: - (1) The *inter-se* seniority of the members of the Service in any cadre appointed before the commencement of these Rules shall be in the order in which their names appeared in the respective list prepared by the Board, or the Select Lists approved by the Board.

(2) The *inter-se* seniority of the members of the Service appointed to different cadres after the commencement of these Rules shall be in the order in which their names appear in the Merit List prepared under Sub-Rule (1) of Rule 12 or in the Select List approved under sub-rule(4) of Rule 10.

(3) If confirmation of any member of the Service is delayed on account of his failure to qualify for such confirmation, he shall lose his seniority *vis-a-vis* such of his juniors in his grade as may be confirmed earlier than him.

20. Confirmation: - (1) Confirmation of a member of the Service in the cadre appointed by promotion shall be made according to his seniority in that grade subject to the following conditions:

(a) That he has served not less than 1 (one) year in the post where he is to be confirmed.

- (b) That the performance of the employee is satisfactory (to be judged on the basis of Annual Confidential Reports and other relevant records).
 - (c) That there is no departmental proceeding / Vigilance enquiry against him. And
 - (d) Subject to availability of vacancy and that no Officer holds a lien on it.
- (2) Confirmation of a probationer shall be made according to his seniority in that grade subject to the following conditions: -
- (a) That he has completed the period of probation to the satisfaction of the Appointing Authority.
 - (b) Has successfully undergone the training courses as may be prescribed by the Appointing Authority from time to time.
 - (c) That he is considered otherwise fit by the Appointing Authority, and
 - (d) subject to availability of vacancy.

Provided that where a person is not given opportunity to undergo the prescribed training during the period of probation his / her confirmation shall not be held up for reasons of not successfully undergoing the said training, but such persons shall, when called upon by the Appointing Authority and opportunity given successfully undergo the said training.

- 21. Gradation List:** - There shall be prepared and published annually an up-to-date Gradation List as on 1st January consisting of the names of all members of the service, grade-wise and drawn up in order of seniority and other particulars relating to the date of birth and appointment to the service and such other details relevant to the Service Career, shall be also indicated against each name.
- 22. Pay Level:** - The pay level admissible to the members shall be as shown in **Schedule-I** subject to revision by Government from time to time.

Members of the services acquiring additional qualifications while continuing in service would be entitled to advanced increments as indicated below: -

- (a) BDS Degree holders acquiring Postgraduate Diploma, 3 advanced increments.
- (b) BDS Degree holders acquiring Postgraduate Degree, 5 advanced increments.

- 23. Power of the Governor to dispense with or relax any Rules:-** The Governor, if satisfied that the operation of any of the provisions of these Rules causes undue hardship in any particular case or cases or results in any particular post or posts being left unfilled for want of person(s) possessing the minimum experience as specified by these rules for promotion to such post(s), may dispense with or relax the requirement of any of these rules to such extent and subject to such conditions as it may considered necessary for dealing with the case in a just and equitable manner, or, for meeting the exigencies of public interest.

- 24. Interpretation:** - If any question arises relating to the interpretation of these rules, the decision of the Government in the Health & Family Welfare Department, with the approval of the Personnel and A. R. Department, shall be final.
- 25. Repeal and Saving:** - All rules, orders, or notifications corresponding to and in force immediately before the commencement of these rules are hereby repealed.

Provided that all orders made, or action taken under rules, order or notification so repealed or any action taken in pursuant thereto shall be deemed to have been validly made or taken under the corresponding provisions of these Rules.

This has the approval of the Cabinet *vide* Agenda item No 105/2024.

SAMPATH KUMAR,
Principal Secretary to the Government of Meghalaya,
Health & Family Welfare Department.

SCHEDULE - I
MEGHALAYA DENTAL HEALTH SERVICE
(Rule 4 and Rule 6)

Serial No.	Name of Post	Pay Level	Number of Post		Total
			Permanent	Temporary	
1	Senior Dental Surgeon Grade I	L18:	1	0	1
2	Senior Dental Surgeon Grade II	L17:	15*	0	15
	Dental Surgeon Grade III	L15:	38	25	63
Total			54.	25	79

*vide Sanctioned letter No.Health.204/2011/84, dated,20-10-2014 (enclosed)

SCHEDULE - II
MEGHALAYA DENTAL HEALTH SERVICE
(Rule 6, Rule 7, Rule 13 & Rule 20(d))

Sl. No.	Name of Post	Method of recruitment with percentage of vacancies to be filled up in any recruitment year by direct recruitment or promotion	Direct Recruitment			Promotion	
			Education Qualification etc. required for direct recruitment	Lower Age Limit	Upper Age Limit		
1.	2.	3.	4.	5.	6.	7.	8.
			NA	NA	NA	Senior Dental Surgeon Grade II	Subject to vacancy, a Senior Dental Surgeon Grade II to be eligible to be considered for promotion to Senior Dental Surgeon Grade I must have rendered > 3 years continuous service in Grade II
I.	Senior Dental Surgeon Grade I	Appointment (100%) by Promotion				Dental surgeon Grade III	Subject to vacancy and subject to non-availability of Senior Dental Surgeon Grade II,

									a Dental Surgeon Grade III to be eligible to be considered for promotion to Grade I must have rendered > 7 years of continuous service in Grade-III
2.	Senior Dental Surgeon Grade II	Appointment (100%) by Promotion							Subject to vacancy, a Dental Surgeon Grade III to be eligible to be considered for promotion to Senior Dental Surgeon Grade II must have rendered > 3 years continuous service in Grade III
3.	Dental Surgeon Grade III	By Direct Recruitment	Bachelor's Degree in dental surgery (BDS) holding a Permanent Registration Number recognized by the Dental Council of India	> 18 years	< 32 years (for ST relax able by 5 years or as deem fit by the government)				

Sampath Kumar
Principal Secretary to the Government of Meghalaya
Health & Family Welfare Department