



**GOVERNMENT OF MEGHALAYA  
SECRETARIAT ADMINISTRATION DEPARTMENT::: ESTABLISHMENT**

No. SAE.92/2005/Pl.I/173

Dated Shillong, the 22<sup>nd</sup> March 2024.

**NOTIFICATION**

In partial modification to this Department's Notification No. SAE.92/2005/Pl.I/167 Dated Shillong the 7<sup>th</sup> February 2024, and in exercise of powers conferred under Sections 2(h) (d), 4(b) (xvi), 5(1) and 19(1) of the Right to Information Act 2005, the Governor of Meghalaya is pleased to specify the Public Authority and also to designate the following Officers as **Appellate Authority/ Public Information Officers and Assistant Public Information Officers** under the **Secretariat Administration Department** for information of the general public.

**NAME OF THE PUBLIC AUTHORITY : SECRETARIAT ADMINISTRATION DEPARTMENT**

**DEPARTMENT APPELLATE AUTHORITY:**

| SL. No. | NAME & DESIGNATION  | PHONE/OFFICE                          | ADDRESS  |
|---------|---|---------------------------------------|--|
| 1.      | Smti.V.R.Syiem, IAS,<br>Secretary to the Govt.of<br>Meghalaya | 0364-2222148<br>Cell No+9194361100914 | Room No.216, Additional<br>Building, Megh (C) Sectt. |

**PUBLIC INFORMATION OFFICER:**

| SL. No. | NAME & DESIGNATION   | PHONE/ OFFICE         | ADDRESS  |
|---------|--|-----------------------|--|
| 1.      | Smti.Judith M.W.Shylla, Deputy<br>Secretary, SAD (Accounts)          | 0364221-<br>PABX-2340 | Room No. 108, Main<br>Building, Megh(C) Sectt. |
| 2.      | Smti.S.J.Ryndem, Under<br>Secretary,SAD (Estt)(Issue) &<br>(Records) | 0364-221<br>PABX-2430 | Room No: 207, Main<br>Building, Megh(C) Sectt. |
| 3.      | Smti.P.Bareh, Under Secretary<br>SAD (Nazarat)                       | 0364221-<br>PABX-2525 | Room No: 204, Main<br>Building, Megh(C) Sectt. |

**ASSISTANT PUBLIC INFORMATION OFFICER:**

| SL.No | NAME & DESIGNATION  | PHONE/ OFFICE         | ADDRESS   |
|-------|---|-----------------------|---|
| 1.    | Shri.S.Kharbhih, Superintendent,<br>SAD (Estt.)             | 0364221-<br>PABX-2273 | Room No. 201, SAD(E)<br>Main Sectt. Building,<br>Megh(C) Sectt.   |
| 2.    | Smti.I,Wahlang, Superintendent,<br>SAD (Accounts)           | 0364221-<br>PABX-2288 | Room No. 102, SAD(A),<br>Main Sectt. Building,<br>Megh(C) Sectt.  |
| 3.    | Smti.Markynti Kharmawlong,<br>Superintendent, SAD (Nazarat) | 0364221-<br>PABX-2392 | Room No.101, SAD( N),<br>Main Sectt. Building,<br>Megh(C) Sectt.  |
| 4.    | Smti.E.Syiem,Superintendent,<br>SAD (Records)               | 0364221-<br>PABX-2699 | Room No.209, SAD( R),<br>Addl. Sectt. Building,<br>Megh(C) Sectt. |

**Sd/-Smti.V.R.Syiem, IAS,  
Secretary to the Govt.of Meghalaya,  
Sectt.Admn.Deptt.**

Memo No. SAE.92/2005/Pl.I/173-A

Dated Shillong, the 22<sup>nd</sup> March 2024.

Copy to:-

1. The P.S. to the Chief Secretary to the Govt.of Meghalaya for information of the Chief Secretary.
2. The P.A.to Secretary, SAD etc. for information of the Secretary.
3. The Deputy Secretary, SAD [A], Under Secretary, SAD [E] [I] & [R], Under Secretary, SAD [N].
4. Superintendent, SAD [E], Superintendent, SAD [A], Superintendent, SAD [N], Superintendent, SAD[R].
5. The Secretary, Meghalaya State Information Commission for information.
6. Personnel & A.R. [A] Department for information.
7. S.A.D. [N] for favour of information and necessary action.
8. The Director, Printing & Stationery for publication in the Meghalaya Gazette.
9. State Informatics Officer, NIC Building, Shillong with a request to kindly upload the same in the State Portal website (CD enclosed).

By order etc.,

(S.J.Ryndem)

Under Secretary to the Govt.of Meghalaya,  
Sectt.Admn.Deptt. (Esttt).

3/14/2024

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