



राष्ट्रीय ग्रामीण विकास एवं पंचायती राज संस्थान  
उत्तर पूर्वी क्षेत्रीय केन्द्र  
(राष्ट्रीय विकास पंचायत, भारत सरकार)

एन.आई.आर.डी.पी.आर. लेन, एन.एच-37, जवाहरनगर, खानापारा, गुवाहाटी-781022 (भारत)

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT &  
PANCHAYATI RAJ**

North Eastern Regional Centre

(Ministry of Rural Development, Govt. of India)

NIRDPR LANE, N.H. 37, Jawaharnagar, Khanapara, Guwahati - 781022 (INDIA)

Office (फोननंबर) 0361-2304750, 2305710  
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nirdghy@gmail.com  
www.nird.org.in  
www.nirdnerc.nic.in  
Website :

### TO WHOM IT MAY CONCERN

*This is to certify that Ms. Lilika K. Zhimomi student of 4<sup>th</sup> Semester of MA Rural Development under University of Science and Technology, Meghalaya has successfully completed her field study titled "An In-Depth study of Mawsmai Village of Ri-Bhoi District, Meghalaya" as a part of Internship. The study has been completed under National Institute of Rural Development & Panchayati Raj, North Eastern Regional Centre, Khanapara, Guwahati-22 w.e.f. May 5<sup>th</sup> to June 5<sup>th</sup>, 2015.*

*The Internship is in partial fulfillment of the requirements for the award of MA Rural Development degree under University of Science and Technology, Meghalaya.*

*During the period, she has been found sincere and hardworking. I wish her good luck for her future.*

Place: Guwahati

Date: 24.07.2015

Dr. K. Haloi  
Associate Professor and Head i/c CGARD  
& Training & Research Coordinator  
NIRD PR-NERC, Guwahati-22

Registrar  
University of Science & Technology  
Meghalaya



CST No. : 18629923860  
TIN : 18680041287

Ref. : .....

Date. 02:05:2015.....

To,  
The Head of the Department MBA  
University of Science & Technology Meghalaya, Meghalaya.

**Sub:-Confirmation of Permission to USTM/MBA student for undergoing Internship training at Star Paper & Board Mill 2 No Dolabari Tezpur Assam.**

Respected sir,  
With reference to the subject cited above, the star Paper & Board Mill has no objection for internship training programmed to USTM-MBA student.

I on behalf of the star paper & Board mill do hereby permit Rajarshi Gautam 2<sup>nd</sup> Semester MBA student bearing Roll No 14/MBA/06 for undergoing summer internship programmed form 1<sup>st</sup> July to 31<sup>st</sup> August 2015.

Looking forward a successful academic performance of your university. I wish him success in life.

Thanking you

Yours faithfully

For **STAR PAPER AND BOARD MILL**

Authorised / Partner

Registrar  
University of Science & Technology,  
Meghalaya

Works : 2No., Dolabari, (Bharavpath), Tinemile, Tezpur (Assam) 03712 - 292694



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Head Office : Ronce Bazar, Shillong - 793 001, Phone : 2225178, 2504290, Email : megrrb@mail.com



Date: 16<sup>th</sup> June 2014

To  
Dr. Sankar Thappa  
Head of Department of Business Administration  
University of Science & Technology, Meghalaya

**Sub: Summer Internship Programme**

Dear Sir,

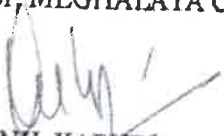
With reference to your letter for the summer internship programme of **Mr. Aminul Islam Mondal**, from 16th June 2014 to 16<sup>th</sup> August 2014, we hereby confirm the same for the project title "**SWOT Analysis of Current Marketing Activities of Meghalaya Cements Limited**", under the following terms & conditions:

- This shall be a non- stipend internship. All expenses in connection to the Project Work will be borne by the student.
- The students are not allowed to bring personal laptops/ USB or optical drives inside the office premises.
- The information gathered by the students during their project should be kept confidential and should not be used/ published for any purpose other than the project.
- The student will abide by the General Code of conduct and the dress code, which is:  
Men: Trousers & Shirts, Formal shoes  
Women: Kurta- leggings/ Salwar suits, Belly Shoes
- 2 copies of the Project Report alongwith all the papers/ documents received from the company will have to be submitted once the project is over.
- By virtue of offering training, the Management will not be obliged in any way to employ the student nor would the student have any claim for employment with the company.
- The company will not in any way be responsible for any personal injury/ accident during the course of their training.
- During the training, if any dissipation is found, the assignment can be terminated without giving any notice or assigning any reason thereof.

At the time of joining, the student should report at the HR department at 10:00 AM.

With BEST WISHES!

For, MEGHALAYA CEMENTS LIMITED

  
[ANIL KAPUR]  
VP-SALES & MKTG

  
Registrar  
University of Science & Technology  
Meghalaya

  
Sales & Marketing Office :  
Mega Plaza, 4th Floor, Christian Basti  
G.S. Road, Guwahati - 781 005  
Tel. : 0361 2345421/22/23, Fax : 0361 2345419  
E-mail : guwahati@topcem.in  
Web : www.topcem.in

Kolkata :  
BE-77, Salt Lake City  
Sector-1, Kolkata - 700 064  
Tel. : 033 2334 0866 / 0004  
Fax : 033 2334 0505  
E-mail : kolkata@topcem.in

Registered Office :  
Village Thangskai, P.O. Lumshnong  
Pin - 793 200, District Jaintia Hills, Meghalaya  
Tel. : 03655 278324 / 363 / 364  
Fax : 03655 278327  
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Ref : NPM/TRG/08/02/1165/374

29<sup>th</sup> April, 2015

To,  
 Head, Department of Business Administration,  
 University of Science & Technology  
 Techno City, Kling Road, Baridua  
 GS Road, 9<sup>th</sup> Mile, Ri-Bhoi, Meghalaya-793101

Sub : Industrial training / Project work for the students during vacation at NPM reg.

Dear Sir,

This has reference to your letter dated 15.02.2015 regarding Industrial training / Project work for your 3 nos. MBA students of NPM.

In this regard we would like to inform you that your following 3 nos students are allowed to undertake 2 month Industrial training / Project work as per details given below.

Sl.No.	Name	Discipline	Duration & Date	Training Fee
1	Miss Saya Rani Bora	MBA	2 months 01.07.2015 to 31.08.2015	N/A
2	Miss Chayanika Bora	- do -	- do -	Rs. 3,000.00
3	Miss Tanali Borah	- do -	- do -	Rs. 3,000.00

The training will be governed by the terms & conditions given in enclosed Appendix 'A' and no stipend will be provided to them. Training fee @ Rs. 3,000/- is to be paid through demand draft in favour of Hindustan Paper Corporation Limited payable at State Bank of India, Sonakuchi, Assam, Branch Code : IFS code SBIN0007699. The candidate will also have to produce their photo identity card at the time of joining. If agreeable, the bio data of the above said students may be sent to us in the prescribed proforma enclosed, in advance with your confirmation / demand draft.

Kindly note that we will be not in a position to extend any more training seat to you during May-July '15 as the number of slot had been comparatively less this time and eventually we have received more training seat than desired.

Thanking you,

*(Signature)*

Registrar  
 Science & Technology,  
 Meghalaya

Yours faithfully

*(Signature)*  
 29/4/2015  
 A M HR & IS

Encl : As above

HEAD OFFICE : 15-C, Park Street, Kolkata-700016, Tel : (033) 22290001/212617, 22493931/32/34/35, 22292506/8802/2226-3411, Fax : (033) 22494996/4932/7335.  
 REGD OFFICE : 4<sup>th</sup> Floor, South Tower, SCOPE MANSAR, Laxmi Nagar District Centre, Delhi-110092, Tel : (011) 22022150, 22457022, Fax : (011) 22464547



MEGHALAYA ENERGY CORPORATION LIMITED  
HUMAN RESOURCE DEVELOPMENT CENTRE  
UMIAM-793103, RI-BHOI DISTRICT, MEGHALAYA

Phone: 0361 2570333, 2570388/2570533 Fax: 0361 2570333 E-Mail: hrdev@meeccl.org  
No. MeECL/Dir(HRDC)/Trg-14/Intern/2014-15/ 374

Dated 2<sup>nd</sup> July 2015

To: Dr. Sankar Thappa  
Head of Department of Business Administration  
University of Science & Technology  
Baridua, 9<sup>th</sup> Mile, Meghalaya.

Sub: Summer Training.

Ref: Your letter No. USTM/SBUS/MBA/SPT/15/34 Dated NIL  
Sir.

In response to your letter under reference and subsequent to the fulfillment of submission of form with the requisite Demand Draft, the aforesaid student is allowed to undergo Internship as per following detail & schedule.

Student Details

Sri Duke Jones Syiem	MBA, 2 <sup>nd</sup> Semester	Roll No-14/MBA/19	University of Science & Technology Baridua, 9 <sup>th</sup> Mile, Meghalaya.
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Office Details:

Sl No	Name of Offices	Contact Person	Period
1	Deputy Director(HRDC) Umiam	Shri P.P.Kar, Deputy Director(HRDC) Umiam	1 <sup>st</sup> July 2015 to 15 <sup>th</sup> July 2015
2	Chief Accounts Officer, MeECL, Shillong	To be provided by the Chief Accounts Officer, MeECL, Shillong	16 <sup>th</sup> July 2015 to 24 <sup>th</sup> July 2015
3	Company Secretary, MeECL, Shillong	Mr. G.S. Mukherjee, Company Secretary & Smti D. Magor, Asstt. Company Secretary	25 <sup>th</sup> July 2015 to 31 <sup>st</sup> July 2015
4	Additional Chief Engineer(Comm), Shillong	Shri A. Kharpan, ACE, Commercial & Smti P. Kharpan, EE(MIS)	1 <sup>st</sup> Aug 2015 to 9 <sup>th</sup> Aug 2015
5	Assistant Executive Engineer, HRDC, Umiam	Shri M. Talukdar, AEE, HRDC, Umiam	10 <sup>th</sup> Aug 2015 to 13 <sup>th</sup> Aug 2015
	Submission of report and issue of certificate		14 <sup>th</sup> August 2015

Yours faithfully,

(K. N. War)  
Director(HRDC)

Dated 2<sup>nd</sup> July 2015

Memo No. MeECL/Dir(HRDC)/Trg-14/Intern/2014-15/ 374(a)  
Copy to:

- The Director (Corporate Affairs), MeECL, Shillong
- The Chief Accounts Officer, MeECL, Shillong. DD No 000151 dt 01.07.2015 (Rs. 1000.00 of HDFC Bank, Rynjah Branch (as internship fee for the aforesaid period) is enclosed herewith.
- The Additional Chief Engineer (Commercial), MeECL, Shillong
- The Company Secretary, MeECL, Shillong
- The Deputy Director/ Assistant Executive Engineer, HRDC, Umiam
- The Student Concerned

(K. N. War)  
Director (HRDC)

Save Energy for benefit of Self & Nation

Registrar  
University of Science & Technology,  
Meghalaya



# UNIVERSITY OF SCIENCE & TECHNOLOGY MEGHALAYA

(Established under Act 6 of 2008 enacted by the state Legislative Assembly of Meghalaya & incorporated under section 22 & 2(f) of the UGC Act 1956)

To

Date: 30/03/2015

The Principal,

*Janesh Mandir H.S. School*  
*Khana para, Guwahati - 781022*

Subject : Permission for practice teaching of student teachers of B.Ed. Degree Programme  
Of P.Q.H. School of Education, University of Science and Technology, Meghalaya.

Sir/Madam

I have the honour to inform you that as per NCTE regulations student teachers of B.Ed. Degree Programme are to go for practice teaching for one month during their course.

Therefore, I would like to request you kindly to allow the student teachers (list enclosed) to undergo their practice teaching at your school from 20/04/2015 to 20/05/2015

We will be obliged for your kind cooperation.

Thanking you.

Your Sincerely

*Kunja*  
(Dr. Kunja Kusum Kakati)

Dean, PQH School of Education

University of Science and Technology, Meghalaya

**Dean  
PQH School of Education  
USTM**

*Received and  
allowed*

*Janesh*

PRINCIPAL

Janesh Mandir Higher Secondary School  
Khana para, Guwahati-781022

Techno City, Kling Road, Baridua, 9th Mile, Ri-Bhoi, Meghalaya-793101  
Ph: 0361-2895030 (Telefax), 098540-23060, E-mail: [ustm2011@gmail.com](mailto:ustm2011@gmail.com), Website: [www.ustm.ac.in](http://www.ustm.ac.in)



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*USTM*  
Registrar  
University of Science & Technology,  
Meghalaya