





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

Phone: 0361-2570333, 2570388/2570533 Fax: 0361-2570333 E-Mail/hrdc.meecl@gmail.com

No. MeECL/Dir(HRDC)/Trg-14/Intern/2014-15/ 374  
To,

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

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. Maqor, Asslt. 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. Kharpuri, 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 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)

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

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

Copy to:

1. The Director (Corporate Affairs), MeECL, Shillong
2. 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.
3. The Additional Chief Engineer (Commercial), MeECL, Shillong
4. The Company Secretary , MeECL , Shillong
5. The Deputy Director/ Assistant Executive Engineer, HRDC, Umiam
6. The Student Concerned

Director (HRDC)



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Save Energy for benefit of Self & Nation

University of Science & Technology,  
Meghalaya

MEGHALAYA ENERGY CORPORATION LIMITED

*Office of the Executive Engineer (MIS)*

Lum Jingshai; Short Round Road; Shillong – 793 001

No MeECL/EE(MIS)/IT/T-1/2014-15/91

Dated 24<sup>th</sup> February 2016

To,

Ms. Daisy Kalita,  
HOD (CSE), USTM,  
Killing Road, Baridua

**Sub: Summer/Winter Training**

Reference: L/No-USTM/CSE/Prj/2017/14 dated 13.12.2016

Sir/Madam,

With reference to the above, this is to inform that we are pleased to allow the following students of MCA of your institute to undergo project training at MeECL Lumjingshai, Shillong for six months effecting from 23<sup>rd</sup> January 2016 subject to the terms and conditions mentioned below:

**Student Name:**

**Project Title:**

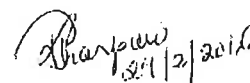
Manshanbhalang Lyngdoh

Material Management System (Security)

**Terms and Conditions:**

1. Students are to select their own project/training title. No TA, DA will be provided.
2. Each student must behave in a cordial and disciplined manner.
3. MeECL does not bear any responsibility in any discrepancies in DD/BC and if found, the student must correct/submit a fresh DD/BC of requisite amount, without which no completion certificate shall be issued.
4. The organization takes no responsibility for any accident or personal injury. Student(s) are to arrange their own accommodation & transportation at their own cost
5. Hard copy & soft copy (in the form of CD) of Project/training Report must be submitted by the students which may be beneficial to the organization. The information to be provided or acquired during the course of training should strictly be for academic and/or project/internship purpose only.

Yours Faithfully



(P. Kharpuri)

Executive Engineer (MIS)

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University of Science & Technology  
Meghalaya



**MEGHALAYA RURAL BANK** মেঘালয় গ্রামীণ বেংক

A Joint Undertaking of Govt. of India, Govt. of Meghalaya and State Bank of India

**BARIDUA**

**Code - 56**

Branch

Phone :

Br. No. 8/06

Date: 02/06/2015

To,  
The Head Department,  
Business Administration,  
UST, Meghalaya.

Subject: SUMMER INTERNSHIP TRAINING

Sir,

With reference to the above and your letter USTM/SBUS/MBA/SPT/15/08, we hereby accept the Summer Internship Training of Shri Benris Bandara bearing Roll No.14/MBA.25 at our branch for the period 01/07/2015 upto 31/08/2015.

This is for your kind information and necessary record.

Sincerely,  
  
Branch Manager  
(Baridua Branch)



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Registrar  
University of Science & Technology,  
Meghalaya





Ph:(03862)228335,228578  
Fax :03862-230169

## The Nagaland State Co-operative Bank Ltd.

(Sponsored & Financed By the Govt. of Nagaland)

Head Office: Khermahal, Circular Road, Dimapur

Post Box -153.

Ref.No.NSCB/HO/Esstt/HRM/282/11 - 1191

Date:06.06.2015

### ORDER

The Management of the Bank is pleased to allow Shri B. Imsunungsang, MBA 2<sup>nd</sup> Semester bearing Roll No. 14/MBA/01, School of business science, university of Science & Technology, Meghalaya to undergo summer internship for 60 (sixty) days w.e.f 1<sup>st</sup> July to 31<sup>st</sup> August 2015.

Shri B.I Talukdar, Manager(MDS & incharge of HRD) will guide the intern and assist him in filing the project report.

Sd/-

Intilemba Longkumer  
Managing Director

Copy to :

1. Shri B. Imsunungsang, School of Business Science, USTM for information and necessary action.
2. Dr. Sankar Thappa, HoD, Business Administration, USTM for information and necessary action.
3. Shri B.I Talukdar, Manager(MDS & incharge of HRD) NStCB Ltd. HO Dimapur for information and necessary action.
4. Office copy.
5. Order file.

(R.Lipoktoba Aier)

General Manager(Admn & Vig)



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Registrar  
University of Science & Technology,  
Meghalaya



Aug 30<sup>th</sup> 2015

TO WHOM IT MAY CONCERN

This is to certify that Mr. Kajal Deka, a 2<sup>nd</sup> year student of Master of Business Administration, University of Science and Technology, Meghalaya, has done his Summer Internship in our Company from July 01, 2015 to Aug 30, 2015.

He did his Project on "A Study on Retail Participation for Postpaid Connection" at Idea Cellular Circle Office, Guwahati, Assam & NESA Circles.

During his tenure at Idea, we found him to be sincere, hardworking and resourceful.

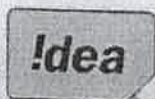
We wish him success in his future endeavors.

For Idea Cellular Ltd,

A handwritten signature in black ink, appearing to read "Soreichan Rumthao".

Soreichan Rumthao

Sr. Manager – Marketing



A handwritten signature in blue ink, followed by a blue ink stamp that reads "University of Science &amp; Technology, Meghalaya".