



ऑयल इंडिया लिमिटेड  
(भारत सरकार का एक उद्यम)  
**Oil India Limited**  
(A Government of India Enterprise)



Pipeline Headquarters, P.O. Udayan Vihar  
Guwahati-781171, Assam, India  
पाइपलाइन मुख्यालय, डाक : उदयन विहार  
गुवाहाटी-781171, असम, भारत  
Tel/ दूरभाष : 0361-2657618, 2643725, 2640145  
Fax : 0361-2643686  
E-mail / ई-मेल : oil\_pipeline@oilindia.in

*Conquering Newer Horizons*

संदर्भ सं / Ref. No. :

दिनांक / Date :

PL-P&C/10-2(C)/2018/015

07.04.2018

To  
**Ms. Prateeti Barman**  
**HOD, Social Work**  
**University Of Science & Technology**  
**Khanapara, Techno City: Kling Road, Baridua: 9<sup>th</sup> Mile**  
**Meghalaya (USTM)**

**Sub: Summer Training**

**STUDENT NAME: Ms. Sukanya Baruah (Code SMSW01)**  
**Student of MSW, 2<sup>nd</sup> Year**

Dear Sir,

With reference to the above, we are pleased to inform you that the above student of your Institution can be accommodated for 30 days Summer Training on Human Resource Management (HRM) from 17.04.2018 to 16.05.2018 at Pipeline Headquarters, OIL INDIA LIMITED, Guwahati, Assam.

However, the training/project work will be governed by the following terms & conditions:

- The student will be required to arrange their own accommodation, transportation, fooding etc. and no stipend will be paid during training/project work.
- Oil India Limited will be under no obligation to provide any employment to the student after completion of training/project work.
- Oil India Limited is also not responsible in any way, if any accident occurs during the time of training/project work.
- The student will be required to follow all rules & regulations of the company as applicable.
- The student should carry two nos. of recent passport size photograph at the time of reporting.
- Student are requested to report at OIL office at 7.30 AM positively.

We hope, the training/project work will be useful in the future endeavors of the student.

With kind regards.

Yours faithfully,  
OIL INDIA LIMITED

C.M. Borah  
GM (P&C) PL

For Chief General Manager (PL-Services)

Registrar  
University of Science & Technology,  
Meghalaya

An ISO 9001, ISO 14001 & OHSAS 18001 Certified Department



IndianOil

INDIAN OIL CORPORATION LIMITED  
(REFINERIES DIVISION)  
GUWAHATI REFINERY  
NOONMATI: GUWAHATI -20



Guwahati Refinery

UNDERTAKING

TO BE SIGNED BY THE STUDENT(S) & INSTITUTE BEFORE COMMENCEMENT OF INDUSTRIAL TRAINING AT GUWAHATI REFINERY, IOCL

1. Name of the Student : Ms. / Mr. JASMINE BEGUM
2. Date of Birth(dd/mm/yy) : 14/5/1993 (As per matriculation certificate)
3. Father's Name : Shri JAMIR ALI
4. Resident of (Address) : H.NO-2A, 2no Ananda nagar  
Noonmati, Guwahati -20
5. Name of Course : MBA
6. Name of Institute/College: University of Science & Technology  
/University Meghalaya



I Jasmine Begum am aware of the potential hazards at Guwahati Refinery. I have covered myself under accidental insurance cover of sum Rs. 86793 vide Policy No. 501-6743147 dated 16/2/2018 valid upto 16/2/2038 Issued by M/s. BHARTI AXA LIFE INSURANCE.

I have read, understood and agree to abide by the Terms & Conditions laid out in Annexure I.

Mob. No. 8876913467

Jasmine Begum  
( Signature of student )

CERTIFICATION

I hereby certify that Shri Jasmine Begum S/o Jamir Ali Roll No. 18/MBA/118 is a bonafide student of this Institute pursuing /BE/B.Tech./MBA degree course of session from 2018 to 2020.

She/he has secured 6.2 %age/CGPA of CGPA upto IV/V semester (whichever is the last declared exam). This training programme is in the partial fulfillment of the requirements for the degree to be confirmed by the Institute/affiliating University. He/She has been advised to follow the instructions of the Learning & Development Centre, Guwahati Refinery.

Signature : [Signature]

Name of the HOD/ Dr. SANKAR THAPPA  
T&P Head

Seal of the Institute/ University of Science and Technology  
Meghalaya

Mob. No. 7636034323 Date 11/7/2019

[Signature]

Registrar  
University of Science & Technology,  
Meghalaya



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bharti airtel services limited  
bharti house  
sixmile, khanapara  
guwahati-781022

www.airtel.in  
call+91 361 2363140



Date: 18-May-2018

To,

**The HOD, Business Administration  
University of Science and Technology,  
Meghalaya**

Sub: Acceptance for undergoing project work

Dear Sir,

We are pleased to inform you that your request for summer internship project of **Ms. Rashmi Deka and Ms. Gargi Nath** has been accepted starting from **1-July-2018**.

Please note that this is a non-stipend based internship and hence they are not entitled to have any kind of TA, DA for the above mentioned internship.

Subsequently, they are advised to report to the undersigned as a part of their summer internship and finally submit a hard copy of their internship report in due course.

The title of the project will be given to the candidate once reported to us.

Thanking you.

For **Bharti Airtel Limited**

A handwritten signature in black ink, appearing to read 'Bhaskar Choudhary'.

**Authorised Signatory**

A blue ink stamp with a signature above it. The text reads 'Registrar, University of Science &amp; Technology, Meghalaya'.



GOVERNMENT OF ARUNACHAL PRADESH  
DEPARTMENT OF POWER  
OFFICE OF THE EXECUTIVE ENGINEER (E)  
NAHARLAGUN ELECTRICAL DIVISION: YUPIA-791110

☎ 0360-2284850; FAX:0360-2284865; email:xenneddop@gmail.com

No. NED W-62 2017-18/

Dated :

To,

The Assistant Engineer (E)  
Naharlagun Electrical Sub-Division-1  
Department of Power, Naharlagun

Sub: DEPUTATION OF SHRI ABHIJIT SONAR FOR PREPARATION OF STUDY PROJECT FOR AUTOMATION OF METER BILLING.

Ref: USTM/CSE/Prj/2018/38, Dated 28/11/2017

Enclosed find herewith an application received from the Head of Department of Computer Science & Technology Meghalaya regarding preparation on Automation of Meter Billing. In this connection the applicant may be entrusted in your Sub-Division to perform the said project. No remuneration, TA&DA and other allowances shall be provided by the Department

Yours faithfully

Executive Engineer (E)  
Naharlagun Electrical Division  
Department of Power, Yupia

No. NED/W-62/2017-18/ 3858-59

Dated : 03/01/2018

Copy to:-

- ✓ 1. Head of Department of Computer Science & Technology Meghalaya Techno City, King Road, Baridua, 9<sup>th</sup> Mile, Ri-Bhoi, Meghalaya-793101
2. Office Copy.

Executive Engineer (E)  
Naharlagun Electrical Division  
Department of Power, Yupia

Registrar  
University of Science & Technology,  
Meghalaya



# MEGHALAYA CEMENTS LIMITED

CIN- U26942ML2003PLC007125



To,

Ms. Parimita Barman  
University of Science & Technology, Meghalaya

Date: 14<sup>th</sup> May'2018

## Sub: Internship Programme

Dear Ms. Parimita Barman,

### **CONGRATULATIONS!!**

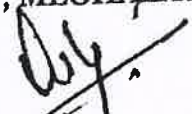
We are excited to offer you the internship program on the project title "A study on the Ratio Analysis in Meghalaya Cements Limited ", from 01 July' 2018 to 31 August' 2018 in Meghalaya Cements Limited, which is one of the leading cement industries in Northeast India. Please adhere to the following terms & 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
- One copy 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

  
Dr. ANIL KAPUR  
President- Sales & Marketing



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 0666 / 0004  
Fax : 033 2334 0505  
E-mail : kolkata@topcem.in

Registered Office :  
Village: Thangskal, P.O. & P.S. Lumshnong  
District : East Jaintia Hills, Meghalaya, PIN: 793210  
Tel. : +91 84159 30652 / 98625 09599  
E-mail : meghalaya@topcem.in



ISO 9001:2015 & 14001:2015  
2001:2011 Certified Company

HELPLINE NO : 18001233666





DEPARTMENT OF CHEMISTRY :: DIBRUGARH UNIVERSITY  
DIBRUGARH - 786 004

Rahul Kar, M. Sc. Ph.D.  
Assistant Professor  
rahulkar@dibru.ac.in

## CERTIFICATE

*This is to certify that Ms. SANGHAMITRA KHOUND, a student of M.Sc. 4<sup>th</sup> Semester of Department of Chemistry, University of Science and Technology Meghalaya (USTM) has carried her two months project entitled "A DENSITY FUNCTIONAL STUDY ON ANTIOXIDANTS IN PRESENCE OF EXPLICITWATER MOLECULES" under my supervision. The said project has been submitted to the Department of Chemistry, University of Science and Technology Meghalayain partial fulfillment for the award of the degree of Master of Science in Chemistry.*

*I wish her success in future endeavors.*

(Dr. Rahul Kar)

Date: 28.5.2018

Place: Dibrugarh



## Guwahati Biotech Park

Technology Complex, IIT Guwahati  
Guwahati- 781 039

Phone: + 91-361-2690228, Fax: 0361- 2690227

**Dr. Madan Gopal Barthakur**

**Senior Scientist**

**Guwahati Biotech Park**

Tel: +91-361-2690228 (O), 091016-91030 (M)

Email: mg.barthakur@guwahatibiotechpark.com

*Date: 28<sup>th</sup> of March, 2018*

### CERTIFICATE

This is to certify that *Miss Amina Tabassum, M.Sc. (Chemistry) Final Semester, University of Science and Technology, Meghalaya* has successfully completed dissertation project work on the topic entitled '*Extraction of different parts (leaf, flower, roots, stem) of a few plant species of Assam: GCMS profiling of compounds present in the extracts and anti-microbial activity test*' under my supervision at *Guwahati Biotech Park (GBP)* during *Jan-Feb 2018*.

This project work is a record of original research work carried out by her under my supervision. The contents of this report and findings of this project work have not been submitted and will not be submitted either in part or in full, for the award of any other degree or diploma in this institute or any other institute or university.

During her tenure of the project work in Guwahati Biotech Park, I found Miss Amina as a sincere, hardworking fellow and a quick learner of new subjects and laboratory practices. She is a student with very good moral values and conduct.

*I wish her a very bright future in her professional as well as personal domains!!*

  
Registrar  
University of Science & Technology,  
Meghalaya

  
(Dr. Madan Gopal Barthakur)



OFFICE OF THE MANAGING DIRECTOR  
ASSAM STATE TRANSPORT CORPORATION, GUWAHATI

REF.NO:-ASTC/HO/ESSTT/2017/ 8694

DT.GUWAHATI, THE 2<sup>nd</sup> February.2017

To,

✓ The HOD, Computer Science & Electronics  
University of Science & Technology,  
Meghalaya-793101

Sub:- Regarding project training programme.

Ref:- Your letter No. USTM/CSE/Prj/2017/26 dtd. 17.12.2016, No. USTM/ CSE/ Prj/ 2017/ 29 dtd. 17.12.2016, No. USTM/CSE/Prj/2017/33 dtd. 17.12.2016 and No. USTM/CSE/Prj/2017/38 dtd. 17.12.2016

Sir,

As approved by the Managing Director, ASTC, you may perhaps send the listed student as mentioned below for project training programme at our Head Office, Paltanbazar, Guwahati without any remuneration and without disturbing ASTC workers.

As such, you are therefore requested to direct the students to report to our Controller of Stores Cum Business and Commerce Officer, Paltanbazar, Guwahati.

Sl.No	Name of the student
1	Mr. Jitun Pathak, MCA, 6 <sup>th</sup> Semester
2	Ms. Shehnaz Sultana Rohman, MCA, 6 <sup>th</sup> Semester
3	Ms. Bhabani Das, MCA, 6 <sup>th</sup> Semester
4	Ms. Rimeky Rymbai, MCA, 6 <sup>th</sup> Semester

Yours faithfully,

( P.C.Borah )  
Chief Personnel Officer  
A.S.T. Corporation, Guwahati

Memo No. ASTC.HO/ESSTT/2017/

Copy to:-

1. The Chief Engineer ( A & T ), ASTC, HO, Guwahati for information.
2. The Controller of Stores Cum Business & Commerce Officer, ASTC, HO, Guwahati for information and necessary action.
3. The Secretary to MD for information .
4. Office copy.

DT.GUWAHATI, THE 2<sup>nd</sup> February.2017



Registered Office  
Jairampur, P.O. Jagir Road - 782410 (Assam)  
Telefax: (03678) 242644  
PABX: (03678) 242904  
IN : U24123AS2007PTC008317  
mail : contact@pfcpl.in / pfpl\_jrd@yahoo.in  
Website : www.pfcpl.in

**Progressive  
Fertichem (P) Ltd.**  
(Chemicals & Fertilisers Division)  
ISO 9001, ISO 14001 and OHSAS 18001 CERTIFIED



Ref No.PFPL/HR/Certificate/2017-18/015

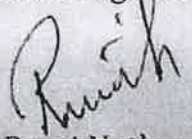
Date: 10/04/2017


**TO WHOM IT MAY CONCERN**

This is to certify that **Ms. Babita Choudhary**, a student of MBA 3<sup>rd</sup> Semester, University of Science and Technology (USTM), Meghalaya, has successfully completed her training in our factory from 1st July '2016 to 31<sup>st</sup> August '2016 on the Project titled "A Study on 'Salary administration and its effectiveness' with reference to Progressive Fertichem (P) Ltd". We have gone through the project and it appears to be satisfactory as per our assessment and she bears a good moral character.

We wish her success in all her future endeavors.

For Progressive Fertichem (P) Ltd.

  
Rumi Nath  
(H.R. Manager)

  
Registrar  
University of Science & Technology  
Meghalaya