



भारत सरकार
Govt. of India

Ministry of Skill Development & Entrepreneurship (DGT)
राष्ट्रीय कौशल प्रशिक्षक संस्थान (एनएसटीआई - महिला) तुरा
NATIONAL SKILL TRAINING INSTITUTE FOR WOMEN

डकोपगिरी - तुरा (मेघालय) - 794101

DAKOPGRE- TURA MEGHALAYA - 794101

Website: www.nstiwtura.dgt.gov.in

Email: nsti.tura@gmail.com

No: A-44/33/2022-O/o NSTI(W) TURA / 298

Date: 24/05/2022

OFFICE ORDER

The following duties has been assigned in addition to their normal duties with immediate effect.

Sl No	Name	Designation	Duties allotted
1.	Shri. Nripendra Ch. Saha	Driver	To sit in the Reception Desk in the main entrance of NSTI(W) – Tura
2.	Shri. K M Sangma	MTS	
3.	Smt. Bojonti Hajong	Cleaner	To clean the surroundings, Steps and terrace of Type- I & II Quarter on weekly basis

- They are not entitle for any additional remuneration for this additional duties.

(A P Singh Somvanshi)
Principal

Copy to:

1. All Concern Staffs
2. Hostel Incharge, NSTI(W) – Tura for kind information.
3. Vehicle Incharge, NSTI(W) – Tura for kind information
4. IT Nodal, NSTI(W) – Tura with an instruction to upload the same in institute website.

(A P Singh Somvanshi)
Principal