

STATEMENT SHOWING THE LIST OF STAFF OF THE OFFICE OF THE ASSISTANT REGISTRAR OF COOPERATIVE SOCIETIES, EAST KHASI HILLS DISTRICT, SHILLONG

As on 30-11-2015

Sl. No.	Name of the Employee	Designation	Branch	Allotment of work	Recruitment	Promotion	Transfer	Remarks
1.	2.	3.	4.	5.	6.	7.	8.	9.
1.	Smti Rati Iolem Toi,	Head Assistant	General Branch.	Distribution of Receipts, Custody of Cash, writing of Cash Book, Maintenance of C/L Register, Restricted Holidays Account of Staff, Handling of Misc. appropriation & A/G's Audit. Preparation of Contingencies Bills, Collection of Stationery items, Local purchase Vehicles etc. and over all supervision.	DSC	U.D.A to H.A	--	
2.	Smti Streamlet Rose Hynniewta,	U.D.A.	Account Branch.	Preparation of Pay Bills, Bills of various Advances, Maintenance of relevant Registers for Advances, Preparation of Expenditure Statements and Budget Estimate and other related matters.	DSC	L.D.A to U.D.A	---	
3.	Smti Libya Mawnai,	U.D.A.	Establishment Branch	All matters relating to establishment like sanction of EL, Commuted Leave etc. and maintenance of Leave Accounts, Service Roll, entry of Annual Increment. Transfer, posting and training and other Related matters.	DSC	L.D.A to U.D.A	-- --	
4.	Smti Hynchar Khonglah,	L.D.A.	Arbitration Branch	Arbitration cases and liquidation matters	DSC	--	-- --	--
5.	Shri Gilbert Lyngdoh,	L.D.A.	Account Branch.	1. To assist Smti S.R.Hynniewta in account. 2. Preparation of TA Bills, TA advance and other account matter relating to Revision of Pay and Fixation of Pay.	DSC	--	--	--
6.	Smti Juliana Mary Wankhar,	L.D.A.	Credit Branch.	1. All matters relating to all Primary Agricultural Cooperative Societies. 2. All matters relating to Apex Bank, Urban Bank and All Consumers Cooperative Societies. 3. Marketing Cooperative Societies 4. Any other policy matters	DSC	--	--	--
7.	Shri Lumlang Nongdhar	LDA	Registration Branch.	1. Inspection under Section 60 & 61 (1) 2. Registration of Coop: Societies, Liquidation and Amendment of Bye-Laws	DSC	--	--	--
8.	Shri Shembha Kyndiah,.	L.D.A	Issue & Receipt Branch.	Issue and Receipts, Maintenance of Service Stamps etc. He will also do the other urgent typing works as and when given to him.	DSC	Peon to L.D.A	--	
9.	Shri Menon Lymba	LDA	Computer Branch (Typing).	Typing work of Credit, Establishment, Accounts, Audit, Misc. and he will also do other typing works as and when given.	DSC	Peon to L.D.A	-- --	
10	Smti. Ridalin Mary Dhar	L.D.A	Computer Branch (Typing).	Typing work of Planning, Genl. Administration, Statistics, Arbitration, Liquidation & Registration and she will also do other typing works as and when given.	DSC	--	-- --	Newly Appointed
11.	Shri Arbren Kharkongor,	Peon	--	Duff try	DSC	--	--	--
12.	Shri Dilip Kurbah,	Process Server	Arbitration & Liquidation Branch.	Attached in o/o ARCS, Shillong.	DSC	--	--	--

13.	Shri. G.Ch. Marak	Peon		Attached in Head Office.	DSC	--	--	--
14.	Shri Harlinwen Ryngki,	Process Server	Arbitration & Liquidation Branch	Attached in o/o ARCS, Shillong.	DSC	--	--	--
15.	Shri Genius D.Thangkhiew,	Peon	--	Attached in o/o ARCS, Shillong.	DSC	--	--	--
16.	Shri Nowa Kro,	Peon (Chowkidar)	--	-do-	DSC	--	--	--
17.	Shri.M.Barim	Peon	--	Attached in Head Office.	DSC	--	--	--
18.	Smti Eshintis Kharkongor,	Peon	--	Attached in O/o ARCS, Shillong	DSC	--	--	--
19.	Smti Wonita Lyngdoh,	Peon	--	-do-	DSC	--	--	--
20.	Shri. Phrangshai Nongrum	Peon	--	Attached in Head Office.	DSC	--	--	--
21.	Shri. O.K.R.L. Nonglait	Peon	--	-do-	DSC	--	--	--
22.	Shri Presding Nongrum,	Peon	--	Attached in O/o ARCS, Shillong	DSC	--	--	--
23.	Shri Pyndaplang Nongkhlaw,	Peon	--	-do-	DSC	--	--	--
24.	Shri Synlarbha Syiem,	Peon	--	-do-	DSC	--	--	--
25.	Smti Silbana Nongbsaw,	Peon	--	Attached in Head Office Shillong.	DSC	--	--	--
26.	Smti Devoreen Thangkhiew,	Peon	--	-do-	DSC	--	--	--
27.	Shri. A.J. Pathaw	Driver	--	Attached in Head Office Shillong.	DSC	--	--	--
28.	Shri. T.Kyndiah	Peon	--	Attached in O/o ARCS, Shillong	DSC	--	--	V.R.S under process

29.	Smti. B.Kharnaioir	Peon	--	Attached in Head Office.	DSC	--	--	--
30.	Smti. R.Rapsang	Peon	--	-do-	Compassionate Ground	--		--
31.	Smti. A.C. Sun	Peon	--	Attached in o/o ARCS, Shillong.	Compassionate Ground	--		--
32.	Smti Siramon Kharnadu,	Peon	--	Attached in o/o ARCS, Shillong.	Compassionate Ground	--		--
33.	Smti Prianstila Nongbet Sohlang,	Peon	--	Attached in o/o ARCS, Shillong.	Compassionate Ground	--		--
34.	Shri Depak Kumar Chettri,	Peon	--	-do-	Compassionate Ground	--		--
35.	Shri. H.Toi	Peon	--	Attached in Head Office.	Compassionate Ground	--		--
36.	Shri Daniel Shabong,	Process Server	--	Attached in o/o ARCS, Shillong.	Compassionate Ground	--		--
37.	Shri. R.War	Peon	--	Attached in Head Office.	Compassionate Ground	--		--
38.	Smti. E.M. Rynthiang	Peon	--	MECOFED Ltd.	Compassionate Ground	--		--
39.	Smti Monica Rynjah	Peon	--	Attached in Head Office, Shillong.	Compassionate Ground	--		--
40.	Shri. S.B. Thapa	Peon	--	-do-	Compassionate Ground	--		--

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Assistant Registrar of Cooperative Societies,
East Khasi Hills, Shillong.