



NLUM/RTI/135/2023/901

Dated 21st December 2023

NOTIFICATION

This is to inform all concerned that the Vice-Chancellor is pleased to assign duties to **Shri. Joe Oliver Mae Ryan Lyngdoh**, Assistant Registrar, National Law University of Meghalaya, as the Public Information Officer of the University for promotion of transparency and accountability in the functioning of the university as per the Right to Information Act (2005).

This is in effect from the date of issue of this order until further notice.

In the event that any order is passed pertaining to duties to the official prior to the expiry of the term mentioned herein, the new order will prevail.

Delegation of Duties

#	Official & Designation	Duties Assigned
1	Shri. Joe Oliver Mae Ryan Lyngdoh, Asst. Registrar	Act as a Public Information Officer with duties and activities as listed below but not limited to: - a. Receive RTI Applications b. Provide assistance and aid to RTI Applicants c. Channelize requests and co-ordinate with concerned departments. d. Maintain records, provide or deny information access. e. Handle appeals and grievances.

Sd/-
Registrar
National Law University Meghalaya