

**GOVERNMENT OF MEGHALAYA
BORDER AREAS DEVELOPMENT DEPARTMENT**

OFFICE ORDER

Dated: Shillong, the 14th June, 2022

No. BRD. 27/2016/65 – The Governor of Meghalaya is pleased to nominate the following Officers as Nodal Officer for Right To Information (RTI) Request & Appeal Management Information System(RTI-MIS) Portal in respect of the Public Authorities mentioned below:-

<u>Public Authority</u>	<u>Nodal Officer</u>
Border Areas Development Department	Joint Secretary to the Government of Meghalaya, Border Areas Development Department
Directorate of Border Areas Development	Officer on Special Duty, Directorate of Border Areas Development

Terms of Reference:

1. To carry out the various functions provided in the RTI-MIS Portal, including:-
 - (a) forwarding of RTI applications received in the aforesaid portal to the concerned Public Authorities/Public Information Officers,
 - (b) requesting supporting documents from applicants, returning RTI applications received in it back to the applicants if required,
 - (c) creating login credentials and updating profiles of Appellate Authority, Public Information Officer(s) as and when the need arises,
 - (d) keeping the Public Authority details up to date; and
 - (e) any other function not mentioned herewith but provided therein.

sd/-

(V. R. Syiem)

Secretary to the Government of Meghalaya,
Border Areas Development Department

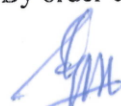
Memo. No. BRD. 27/2016/65-A

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Copy to:-

1. P. S. to the Minister in-charge, Border Areas Development Department for kind information of the Hon'ble Minister.
2. P. S. to the Chief Secretary to the Government of Meghalaya for kind information of the Chief Secretary.
3. P. A. to the Secretary to the Government of Meghalaya, Border Areas Development Department for kind information of the Secretary.
4. Smti. M. S. N. Marak, M.C.S., Joint Secretary to the Government of Meghalaya, Border Areas Development Department for information and necessary action. (URL and Login credentials are enclosed herewith)
5. Shri. D. Khylllep, Officer on Special Duty, Directorate of Border Areas Development for information and necessary action. (URL and Login credentials are enclosed herewith)
- ✓ 6. The State Informatics Officer & DDG, National Informatics Centre, Meghalaya, Shillong with a request to upload the same in the Meghalaya State Portal.
7. Personal File.

By order etc.,



Planning Officer & *ex-officio*
Under Secretary to the Government of Meghalaya,
Border Areas Development Department