



**GOVERNMENT OF MEGHALAYA**  
**SECRETARIAT ADMINISTRATION DEPARTMENT ::: ESTABLISHMENT**

No. SAE.92/2005/Pt.I/188

Dated Shillong, the 17<sup>th</sup> March 2026.

**NOTIFICATION**

In partial modification to this Department's Notification No. SAE.92/2005/Pt.I/185 Dated Shillong the 17<sup>th</sup> November 2025, and in exercise of powers conferred under Sections 2(h) (d), 4(b) (xvi), 5(1) and 19(1) of the Right to Information Act 2005, the Governor of Meghalaya is pleased to specify the Public Authority and also to designate the following Officers as **Appellate Authority/ Public Information Officers and Assistant Public Information Officers** under the **Secretariat Administration Department** for information of the general public.

**NAME OF THE PUBLIC AUTHORITY : SECRETARIAT ADMINISTRATION DEPARTMENT**

**DEPARTMENT APPELLATE AUTHORITY:**

SL. No.	NAME & DESIGNATION	PHONE/OFFICE	ADDRESS
1.	<b>Shri.Swapnil Tembe, IAS, Secretary to the Govt.of Meghalaya</b>	Cell No+918527345879	Room No.414, Additional Building, Megh (C) Sectt.

**PUBLIC INFORMATION OFFICER:**

SL. No.	NAME & DESIGNATION	PHONE/ OFFICE	ADDRESS
1.	<b>Smti.P.Bareh, Under Secretary SAD (Nazarat)</b>	0364221- PABX-2525	Room No: 204, Main Building, Megh(C) Sectt.
2.	<b>Smti.I.Wahlang, Under Secretary, SAD (Accounts)</b>	0364221- PABX-2340	Room No. 108, Main Building, Megh(C) Sectt.
3.	<b>Smti.B.M.Diengdoh, Under Secretary, SAD (Estt)(Issue) &amp; (Records)</b>	0364-221 PABX-2430	Room No: 207, Main Building, Megh(C) Sectt.

**ASSISTANT PUBLIC INFORMATION OFFICER:**

SL.No	NAME & DESIGNATION	PHONE/ OFFICE	ADDRESS
1.	<b>Smti.Eva Cynthia Shabong, Superintendent, SAD (Estt.)</b>	0364221- PABX-2273	Room No. 201, SAD(E) Main Sectt. Building, Megh(C) Sectt.
2.	<b>Shri.H.B.Pyngrope, Superintendent, SAD (Accounts)</b>	0364221- PABX-2288	Room No. 102, SAD(A), Main Sectt. Building, Megh(C) Sectt.
3.	<b>Smti.Markynti Kharmawlong, Superintendent, SAD (Nazarat)</b>	0364221- PABX-2392	Room No.101, SAD(N), Main Sectt. Building, Megh(C) Sectt.
4.	<b>Smti.B.Kharir, Superintendent,SAD (Records)</b>	0364221- PABX-2699	Room No.209, SAD(R), Addl. Sectt. Building, Megh(C) Sectt.

**Sd/-Swapnil Tembe, IAS**  
**Secretary to the Government of Meghalaya,**  
**Sectt.Admn. Deptt.**

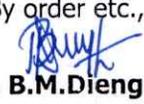
Memo No. SAE.92/2005/Pt.I/188-A

Dated Shillong, the 17<sup>th</sup> March 2026.

Copy to: -

1. The P.S. to the Chief Secretary to the Govt.of Meghalaya for information of the Chief Secretary.
2. The P.A.to the Secretary, SAD etc. for information of the Secretary.
3. The Under Secretary, SAD [A], Under Secretary, SAD [E] [I] & [R], Under Secretary, SAD [N].
4. Superintendent, SAD [E], Superintendent, SAD [A], Superintendent, SAD [N], Superintendent, SAD[R].
5. The Secretary, Meghalaya State Information Commission for information.
6. Personnel & A.R. [A] Department for information.
7. S.A.D. [N] for favour of information and necessary action.
8. The Director, Printing & Stationery for publication in the Meghalaya Gazette.
9. State Informatics Officer, NIC Building, Shillong with a request to kindly upload the same in the State Portal website (CD enclosed).
10. Guard File.

By order etc.,

  
**(Smti. B.M.Diengdoh)**  
**Under Secretary to the Government of Meghalaya,**  
**Sectt.Admn. Deptt. (Esttt).**