

OFFICE OF THE PRINCIPA (i/c)
NAOREM BIRAHARI COLLEGE, KHUNDRAKPAM
IMPHAL EAST, MANIPUR – 795 114
(Govt. Aided)

N O T I C E

Dated the 11th April, 2022

No. 24/NBC/NF/2022-16: As per the resolution No. 2 of the Virtual Meeting chaired by Dr. Rangitabali Waikhom, (IAS) Director, Department of University and Higher Education, Government of Manipur held on 8th April, 2022 at 2:00 p.m. through Google meet platform under the Department Notification **No.DUHE-23/10/2022-DUHE-DU&HE dated the 7th April, 2022** (<https://meet.google.com/brz-fsen-abn>) . It is notify that the 30 users has been appointed as Data Operator of E-Office management system of this college for details of the user credentials all employees are hereby informed to log on to www.nbcollege.ac.in.

It is also further notified that the appointed users are advice to sent their active email ID to the **WhatsApp No. +91 9612 292 552** of to the email [norenkaka@gmail.com/](mailto:norenkaka@gmail.com) [nbiraharicollege@gmail.com/](mailto:nbiraharicollege@gmail.com) info@nbcollege.ac.in so that the user ID and Password of E-Office Database Management System Software will be send separately to the provided email ID by the College I.T. Nodal Officer. A hands-on training progam will be conducted shortly after receiving their own user ID and Password for smooth operation of such E-Office Management System. Directorate had also clearly mentioned that any Official document moving to the Directorate Office will only be accepted on this Software in soft copy, hard copy of the official document will not be accepted by the Department. So, it is quite necessary to well trained for the appointed employees to this Database Management System Software of E-Office for further developmental works of this College.

(Dr. I. Kunjabati Devi)
Principal (i/c)
Naorem Birahari College,
Khundrakpam.

No.24/NBC/NF/2022-16 dated the 11th April, 2022.

Copy to:-

1. Caretaker Governing Body for kind Information.
2. All HODs for information and necessary action.
3. HODs Computer Science Deptt., he is inform to upload the same on College website.
4. Head Clerk for information and circulation.
5. Notice Board.
6. Relevant File.

Digitally signed by
DR. I. KUNJABATI DEVI
Date: Mon., APR., 11
13:22:46 IST 2022
Reason: Approved
(Dr. I. Kunjabati Devi)
Principal (i/c)
Naorem Birahari College,
Khundrakpam.

**OFFICE OF THE I.T. NODAL OFFICER
NAOREM BIRAHARI COLLEGE, KHUNDRAKPAM
IMPHAL EAST, MANIPUR – 795 114**

(Govt. Aided)

O F F I C E O R D E R

Dated the 11th April, 2022

No.36/NBC/OOR/2022-1 As per the Notification No.24/NBC/NF/2022-16 dated the 11th April, 2022 of the Office of the Principal, Naorem Birahari College, Khundrakpam the following employees has been appoined as the Data Operator of E-Office, Database Management System Software of this College.

List of the users of E-Office.

Sl. No.	Name of Employees/Users	Department/User Credential	Designation
1.	Dr. Irom Kunjabati Devi	Head of Administration	Principal (i/c)
2.	Maibam Gyaneshwori Devi	HOD Botany/ Co-ordinator IQAC	Asst. Prof.
3.	Chanambam Noren Singh	HOD Computer Sc./ Nodal Officer	Asst. Prof.
4.	Naorem Ibomcha Meitei	Administration	Head Clerk
5.	Hiron Victoria Chanu	Administration	Accountant
6.	Takyenjam Surmala Devi	Library and Information Science	Librarian
7.	Dr. Bachaspatimayum Suresh Sharma	Manipuri	Asst. Prof.
8.	Dr. Bishwajit Khumukcham	English	Asst. Prof.
9.	Oinam Jhony Singh	History	Asst. Prof.
10.	Yumnam Prema Devi	Education	Asst. Prof.
11.	Yumlembam Sushila Devi	Political Science	Asst. Prof.
12.	Yengkokpam Ranjan Singh	Economics	Asst. Prof.
13.	Thangjam Ratankumar Meetei	Mathematics	Asst. Prof.
14.	Kabrabam Sushilkumar Singh	Physics	Asst. Prof.
15.	Konsam Surchandra Singh	Chemistry	Asst. Prof.
16.	Rajkumari Memsana Devi	Zoology	Asst. Prof.
17.	Okram Sonia Devi	Botany	Asst. Prof.
18.	Haripyari Hanjabam	HOD Home Science	Asst. Prof.
19.	Munika Saikhom	HOD Fashion Technology	Asst. Prof.
20.	Jadumani Singh Ahongshangbam	Food Technology	Asst. Prof.
21.	Dr. Oinam Bhagat Singh	Physical Education and Sports Sc.	Asst. Prof.
22.	Chingangbam Suraj Singh	Environmental Science	Asst. Prof.
23.	Leiphrakpam Ajit Singh	HOD (i/c) Geography	Asst. Prof.
24.	Susi Yensenbam	Sociology	Asst. Prof.
25.	Yangleme Loijingkhomba Khuman	Computer Science	Asst. Prof.
26.	Dr. Tennyson Laishram	HOD (i/c) Commerce	Asst. Prof.
27.	Dr. Sanasam Sanjeev	Biotechnology	Asst. Prof.
28.	Tenzing Singh Ngasham	Human Rights & its Value in Edn.	Asst. Prof.
29.	Victor Oinam	Geology	Asst. Prof.
30.	Chingangbam Basanti Devi	HOD (i/c) Anthropology	Asst. Prof.

(Chanambam Noren Singh)
I.T. Nodal Officer
Naorem Birahari College,
Khundrakpam.

No.36/NBC/OOR/2022-1 dated the 11th April, 2022.

Copy to:-

1. Principal for kind information.
2. All concern for information and necessary action.
3. Notice Board.
4. Relevant File.

Digitally signed by
CHANAMBAM NOREN SINGH
Date: Mon., APR., 11
14:35:22 IST 2022
Reason: Approved
(Chanambam Noren Singh)
I.T. Nodal Officer
Naorem Birahari College,
Khundrakpam.