

GOVERNMENT OF INDIA
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
NORTH EASTERN COUNCIL SECRETARIAT
NONGRIM HILLS, SHILLONG - 793003

No. NEC/ADM/54/2020

Dated: 11th September, 2021

ORDER

Approval of the Competent Authority is hereby conveyed for change of Duties and Responsibilities of the post of Extension Officer (Seismology) at the North Eastern Council Secretariat, Shillong, as detailed below:

**DUTIES AND RESPONSIBILITIES OF THE POST OF
EXTENSION OFFICER (SEISMOLOGY)**

“To assist Director (S&T)/ Deputy Adviser (S&T) in taking up various Science & Technology related activities such as Science & Technology interventions in the NER (STINER); remote sensing applications for planning and project monitoring; popularization of ICT uses and innovation of livelihoods; Early Warning System (EWS) for disaster mitigation including use of space technology; scrutiny of proposals received from State Governments and Central Institutes for consideration under plan scheme and to take up site inspection and evaluation of progress of sanctioned projects spread across the 8 NE States. Besides, identification of gap and important intervention has to be constantly undertaken in areas in consultation with various stakeholders which entails concerted ground work and intervention by Extension Officer. Constant Monitoring of project undertaken under Science and Technology sector is also required. All the files processing work, organizing meetings, follow-up of projects etc. needs to be looked into for proper functioning of the sector”.

(L. Beimopha)

Deputy Secretary (Admin.)