

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)
National Institute of Electronics and Information Technology (NIELIT)

(An ISO 9001 : 2008 Certified Organisation)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार
Ministry of Electronics and Information Technology, Government of India

F. No. DOEACC/CCU/TPR/01/03/PT/124

24.01.2018

OFFICE MEMORANDUM

It is observed that Activity Information Management System (AIMS) often does not work properly on account of network issues, due to which reports could not be obtained through AIMS promptly leading to pendency. Moreover, it is observed that Directors in charge/ Directors who are not reporting directly to Director General also apply for leave to Director General for sanction, which is found to be redundant.

2. All Executive Directors/ Directors/ Directors in charge reporting directly to Director General are, therefore, requested to henceforth inform about having applied for leave/ tour over AIMS over e-mail so that their applications could be put up before the Director General on a prompt basis, irrespective of whether AIMS is operating or not.

3. All Directors/ Directors in charge who are not reporting directly to Director General will submit their leave/ tour applications through their Reporting Officers to Director General.


(Janak Raj)
Registrar

To

The Executive Directors/ Directors/ Directors-in-charge,
All NIELIT Centres

Copy to:

- (1) Webmaster, NIELIT Headquarters – for uploading the OM on the website of NIELIT Headquarters
- (2) Staff Officer to the Director General

वेबमास्टर
24/1/18
JS (v)