

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. 1(16)/2017-NIELIT [Vol.III] | 1412

28/09/2018

OFFICE MEMORANDUM

In continuation of NIELIT Headquarter's Office Memorandum No. 1(16)/2017-NIELIT [Vol.II] dated 21/05/2018 and subsequent reminder e-mail dated 10/07/2018, it is conveyed that Compliance Report towards having ensured up-to-date nominee declarations in the service records and salary account's bank records of their employees, remains awaited from most of the NIELIT Centres.

2. However, taking into consideration that it is a concern of the employee to keep one's nominee declaration upto date in one's official/ bank records, all NIELIT Centres are requested to make certain that the employees working under their supervisory control are sufficiently aware and vigilant about keeping their service and bank records up-to-date with their latest particulars, including and especially nominee declarations, without procrastination, so as to prevent undue, unnecessary and avoidable discomfort to their kith and kin in the event of any unforeseen and unfortunate circumstance/ event.


(Janak Raj)
Registrar

Copy to: -

- (1) Executive Director/ Director/Director-in-Charge, all NIELIT Centres
- (2) All Head of Wings, NIELIT Headquarters
- (3) ✓ Webmaster, NIELIT Headquarters - *for uploading on NIELIT website*

Copy for information to: - Staff Officer to the Director General, NIELIT