

**राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं) - अगरतला केंद्र**  
**National Institute of Electronics and Information Technology (NIELIT) - Agartala Centre**  
 इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी विभाग, संचार एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
 Ministry of Electronics and Information Technology (MeitY), Government of India

Ref: NIELIT/AGT/Admn & Order/2019/Vol-III

Dated: 08.01.2021

**Office Order**

**1. Project Appraisal & Technical Committee (PATC)**

Sl	Name of the Member	Designation	Objective of the Committee
1	Shri Niladri Das	Scientist – D	1. To appraise various in house and sponsored projects. 2. To appraise new projects for technical comments/recommendation/ feasibility & technical comments on procurements of items with recommendation & justification.
2	Shri Jeetendra Kr. Singh	Scientist – D	
3	Shri Binoy Das	Sr. Technical Officer	
4	Shri Surajit Pal	Sr. Technical Officer	

**2. State Course Management & Monitoring Committee (SCMMC)**

Sl	Name of the Member	Designation	Objective of the Committee
1	Shri Niladri Das	Scientist – D	Monitoring and management of NIELIT Projects/courses/ activities in schools/ colleges/Govt. Departments/Universities/TTWREIS/TTAADC areas.
2	Smt Ambalika Dey	Sr. Technical Officer	
3	Shri Binoy Das	Sr. Technical Officer	
4	Shri Hiranya Rupini	Sr. Technical Officer	
5	Shri Surajit Pal	Sr. Technical Officer	
6	Shri Kumar Amitabh	Sr. Technical Officer	

**3. Tender Processing & Purchase Committee (TPPC)**

Sl	Name of the Member	Designation	Objective of the Committee
1	Shri Niladri Das	Scientist – D	1. E-tendering/ Gem Process Adoption/ Implementation 2. Executing the process of purchase after receiving comments from Technical Committee
2	Smt Rummi Dutta	Asst. Director (Admin)	
3	Shri Surajit Pal	Sr. Technical Officer	
4	Shri Pritam Acharya	PA to Director	

**4. Hostel Management Committee (HMC)**

Sl	Name of the Member	Designation	Objective of the Committee
1	Shri Satikanta Dash	Asst. Director Admin	Management & Monitoring of Hostel (Boys & Girls)
2	Hostel Wardens	Boys & Girls	

**5. Library Committee (LC)**

Sl	Name of the Member	Designation	Objective of the Committee
1	Smt Ambalika Dey	Sr. Technical Officer	Management & Monitoring of activities of Library
2	Shri Kumar Amitabh	Sr. Technical Officer	
3	Shri Prasanta Kr. Nath	Sr. Assistant Librarian	



**राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं) - अगरतला केंद्र**  
**National Institute of Electronics and Information Technology (NIELIT) - Agartala Centre**  
 इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी विभाग, संचार एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
 Ministry of Electronics and Information Technology (MeitY), Government of India

**6. Electrical & Hardware Maintenance Committee (EHMC)**

SI	Name of the Member	Designation	Objective of the Committee
1	Shri Surajit Pal	Sr. Technical Officer	To look after routine faults, rectification, repair maintenance of electrical, hardware and solar equipment with proper management and monitoring mechanism.
2	Shri Pankaj Sharma	Sr. Technical Assistant	
3	Shri Swarupananda Bhowmik	Technical Assistant	

**7. BCC/CCC & Examination Cell**

SI	Name of the Member	Designation	Objective of the Committee
1	Shri Niladri Das (Officer In-charge)	Scientist - D	To conduct BCC/CCC exam and coordinate other examination (both in house and sponsored)
2	Shri Kumar Amitabh (Dealing Officer)	Sr. Technical Officer	
3	Mrs Ranjana Acharjee	Sr. Assistant (Admin)	

**8. Campus and Canteen Management Committee (CCMC)**

SI	Name of the Member	Designation	Objective of the Committee
1	Shri Prasanta Kumar Nath	Sr. Asst. Librarian	To conduct/ coordinate campus maintenance (water/ electricity etc.) cleanliness, security measures from time to time)
2	Shri Pritam Acharya	PA to Director	
3	Shri Swarupananda Bhowmik	Technical Assistant	
4	Hostel Wardens	Boys & Girls	

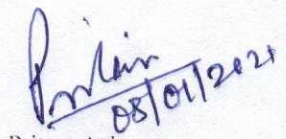
**9. Management of Institution Transportation Service and Student ID Card**

SI	Name of the Member	Designation	Objective of the Committee
1	Shri Jeetendra Kr. Singh	Scientist - D	To conduct/ coordinate campus maintenance (water/ electricity etc.) cleanliness, security measures from time to time)
3	Shri Satikanta Dash	Asst. Director (Admin)	
1	Shri Prasanta Kr. Nath	Sr. Asst. Librarian	

**10. Internal Complaint Committee (ICC)**

SI	Name of the Member	Designation	Objective of the Committee
1	Shri Satikanta Dash	Asst. Director (Admin)	To deal with all kinds of academic and administrative related complaints.
2	Smt Rummi Dutta	Asst. Director (Admin)	
3	Smt Ambalika Dey	Sr. Technical Officer	

This issues with the approval of Director In-charge.

  
 Pritam Acharya  
 PA to Director

Copy to:

1. All Staff for information
2. File copy.