

OFFICE ORDER

Ref. No. 08(2023)/NIELIT/AJM/Office Order/Circular

Dated : 27/04/2026

Subject : Reconstitution of Anti-Ragging Committee - reg.

In continuation of the earlier Office Order 12-jan-2026 regarding the constitution of the Anti-Ragging Committee at NIELIT Deemed to be University, Ajmer Campus, it is hereby informed that consequent upon the transfer of **Mrs. Anita Sharma, Scientist-E** and **Dr. L. Shyam Sundar Singh, Scientist-E** from NIELIT Ajmer vide **Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2026** issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. Further, vide **Office Order No. 08/2023/NIELIT/AJM/Office Order/Circular dated 20th April, 2026**, **Sh. Kamlesh Kumar Samota, Scientist-C** has been assigned the responsibility of **Warden (Boys' Hostel)** and **Dr. Karuna Sheel, STO** as **Warden (Girls' Hostel)**. Additionally, **Dr. Jitendra Bhatia, Scientist-E** has assumed the charge of **Head (Administration & Finance)**.

3. In view of the above, and with the approval of the Competent Authority, the **Anti-Ragging Committee is hereby reconstituted** with immediate effect to ensure strict compliance with AICTE regulations and to uphold a safe, inclusive, and ragging-free academic environment:

S. No	Name of Member	Designation	Mobile No.	Email ID	Role
1	Dr. Sanjeev Kumar Gupta	Executive Director	8527624545	dir-ajmer@nielit.gov.in	Chairperson
2	Ms. Banti Rajput	Tehsildar, Kekri	7726880760	tdrkekri@gmail.com	Member (External)
3	Smt. Monika Sikligar	NGO Representative, Kekri	9636013448	monikarathore2709@gmail.com	Member (External)
4	Dr. Jitendra Bhatia	Scientist-E / Head (A&F)	9815623204	jbhatia@nielit.gov.in	Member
5	Dr. Karuna Sheel	STO / Girls' Hostel Warden	9736131583	karuna@nielit.gov.in	Member
6	Sh. Kamlesh Kumar Samota	Scientist-C / Boys' Hostel Warden	7665866585	samota@nielit.gov.in	Member
7	Ms. Santosh Kanwar	Student Representative	6376170219	santoshkanwar6370@gmail.com	Member
8	Sh. Mukul Sharma	Student Welfare Officer	9166126036	sirmukul@gmail.com	Member Secretary

4. The Committee shall continue to function in accordance with the guidelines issued by **AICTE and UGC from time to time**, and shall take all necessary preventive and responsive measures to eliminate ragging in any form within the campus and hostels.

All concerned are directed to extend full cooperation to the Committee in discharge of its responsibilities. This issues with the approval of the Competent Authority and comes into force with immediate effect.

(Signature)
27/04/26
Assistant Director (Admin.)

Copy to:

1. Registrar, NIELIT NDU, Ropar - for kind information
2. All Departments - for information and necessary compliance
3. Notice Board / Institute Website
4. Office File



रा.इ.सू.प्रौ.सं
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National Institute of Electronics & Information Technology, Ajmer
Ministry of Electronics & Information Technology, Govt. of India
Village-Kohda, Kota Road, District Kekri, Ajmer-305408.

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OFFICE ORDER

Ref. No.: 08/NIELIT/AJM-NDU/AICTE/2026-27/371

Date: 08.05.2026

Subject: Reimplementation of Food Safety Standards in Hostels.

1. In continuation of the earlier Office Order 19-01-2026, in order to ensure safe, hygienic and nutritious food for students and staff in the mess, the institution shall implement food safety and hygiene practices in accordance with the guidelines of the Food Safety and Standards Authority of India under the Food Safety and Standards Act, 2006. It is hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E and Dr. L. Shyam Sundar Singh, Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2026 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. Further, vide Office Order No. 08/2023/NIELIT/AJM/Office Order/Circular dated 19-05-2026, Sh. Kamlesh Kumar Samota, Scientist-C has been assigned the responsibility to Hostel Warden Boys'. Dr. Jitendra Bhatia, Scientist-E has assumed the charge of Head (Administration & Finance). All food preparation, storage and serving areas in the hostel must maintain proper cleanliness, personal hygiene of food handlers, safe drinking water, quality raw materials, and proper waste disposal. Food handlers should follow standard hygiene practices and kitchen areas must be kept pest-free and sanitized.

3. In view of the above, and with the approval of the Competent Authority, to monitor compliance, a Food Safety and Hygiene Monitoring Committee is constituted as follows:

S.No.	Name of Member	Designation	Mobile No.	Mail ID	Role
1	Dr. Jitendra Bhatia,	Scientist 'E'	9815623204	jbhatia@nielit.gov.in	Chairperson
2	Mr. Kamlesh Kumar Samota	Scientist-C (Hostel Warden Boys')	7665866585	samota@nielit.gov.in	Member
3	Mr. Nirmal Jit Kalia	Asstt. Director (Admn.)	9419261481	nirmal@nielit.gov.in	Member
4	Dr. Mohan Lal Gurjar	Medical Officer	8107090393	mohangurjar40@gmail.com	Member
5	Mr. Rahul Suryavanshi	Mess Manager	6263332808	rahulsuryavanshi117@gmail.com	Member
6	Mr. Jigyasu Joshi	Student Representative	8741066047	joshijigyasu7@gmail.com	Member
7	Dr. Karuna Sheel	STO (Hostel Warden Girls')	9736131583	karuna@nielit.gov.in	Member Secretary

The committee shall conduct periodic inspections of the canteen and hostel mess, ensure compliance with food safety standards, and submit reports to the college administration.

This issues with the approval of Competent Authority.

B. Kalia
08/05/26
Assistant Director (Admin.)

National Institute of Electronics & Information Technology, Ajmer
Ministry of Electronics & Information Technology, Govt. of India
Village-Kohda, Kota Road, District Kekri, Ajmer-305408.

OFFICE ORDER

Ref. No.:08/ NIELIT/AJM-NDU/AICTE/2026-27/372

Date:08.05.2026

Subject: Reconstitution of Internal Committee (IC)

1. In continuation of the earlier Office Order 19-01-2026 with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, an Internal Committee (IC) consisting of the following members was constituted at NIELIT Deemed to be University, Ajmer Campus to address complaints related to sexual harassment at the workplace and to ensure a safe and secure working environment, it is hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2026 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. Further, vide Office Order No. 08/2023/NIELIT/AJM/Office Order/Circular dated 20th April, 2026, Mr. Kamlesh Kumar Samota, Scientist-C, in place of Mr. Nirmal Jeet Kalia, Assistant Director (Admin.), has been assigned as the member of this committee. Additionally, Mrs Monika, STA, has been appointed as the Member Secretary.

S.No	Name of Member	Designation	Mobile No.	Mail ID	Role
1	Mrs. Vinita Jain	Principal, Govt. School Sarwar	9413948254	gsssgulgaon@gmail.com	Presiding Officer
2	Adv. Krishna Kumari	Legal Representative (Female)	7688924307	advocatekrishnarao@gmail.com	Member
3	Mrs. Monika Sikligar	NGO	9636013448	monikarathore2709@gmail.com	Member
4	Mr. K. K. Samota	Scientist- C	7665866585	samota@nielit.gov.in	Member
5	Dr. Karuna Sheel	STO	9736131583	karuna@nielit.gov.in	Member
6	Mrs. Monika	STA	7065595301	monika@nielit.gov.in	Member Secretary

This order bears approval of the competent authority.


08/05/26
Assistant Director (Admin.)

Copy to

1. Executive Director, NIELIT Ajmer
2. Registrar, NIELIT NDU, Ropar - for kind information
3. All Departments - for information.
4. Notice Board/Website



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OFFICE ORDER

Date: 08.05.2026

Ref. No.: 08/NIELIT/AJM-NDU/AICTE/2026-27/373

Subject: Reconstitution of Student Grievance Redressal Committee – NDU Ajmer Campus

In continuation of the earlier Office Order, it is hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E and Dr. L. Shyam Sundar Singh, Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2026 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision. With the approval of the Competent Authority, the Student Grievance Redressal Committee (SGRC) for NDU Ajmer Campus is hereby reconstituted as per AICTE guidelines, with the following members:

S. No.	Name & Designation	Contact No.	Email ID	Role
1	Dr. Jitendra Bhatia, Scientist 'E'	9815623204	jbhatia@nielit.gov.in	Chairperson
2	Mr. K. K. Samota, Scientist 'C'	7665866585	samota@nielit.gov.in	Member
3	Dr. Karuna Sheel, STO	9736131583	karuna@nielit.gov.in	Member
4	Mr. Mohd. Arif Khan TO	9774083189	arif@nielit.gov.in	Member
5	Sh. Jigyasu Joshi B.Tech.(CSE), 3 rd Year	9774083189	joshijigyasu7@gmail.com	Student Representative
6	Mrs. Monika, STA	7065595301	monika@nielit.gov.in	Member Secretary

The committee shall function as per the applicable norms and guidelines issued by AICTE from time to time and shall address student grievances in a fair and time-bound manner.

Atalia
08/05/26
Assistant Director (Admin.)



National Institute of Electronics & Information Technology, Ajmer
Ministry of Electronics & Information Technology, Govt. of India
Village-Kohda, Kota Road, District Kekri, Ajmer-305408.

OFFICE ORDER

Ref. No.: 08/NIELIT/AJM-NDU/AICTE/2026-27/374

Date: 08.05.2026

Subject: Constitution of Anti-Ragging Squad.

1. In continuation of the earlier Office Order 20-01-2026 regarding the constitution of the Anti-Ragging Squad at NIELIT Deemed to be University, Ajmer Campus, it is hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E and Dr. L. Shyam Sundar Singh, Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT (E:3154941)/454 dated 24.03.2026 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. In compliance with the guidelines of the NIELIT DEEMED to be, University Ajmer Campus, in pursuance of maintaining a safe and ragging-free campus environment, an **Anti-Ragging Squad** is hereby constituted with immediate effect.

S. No.	Name & Designation	Designation	Contact No.	Email ID	Role
1	Dr. Jitendra Bhatia	Scientist 'E'	9815623204	jbhatia@nielit.gov.in	Member
2	Mr. K. K. Samota	Scientist 'C'	7665866585	samota@nielit.gov.in	Member
3	Dr. Karuna Sheel	STO	9736131583	karuna@nielit.gov.in	Member
4	Mr. Nirmal Jit Kalia	AD (Admin.)	9419261481	nirmal@nielit.gov.in	Member
5	Mr. Mukul Sharma	Student Welfare Officer	9166126036	sirmukul@gmail.com	Member Secretary

This order bears approval of the competent authority.

N. Kalia
08/05/26
Assistant Director (Admin.)

Copy to:

1. Executive Director, NIELIT Ajmer
2. Registrar, NIELIT NDU, Ropar - for kind information
3. All Departments - for information.
4. Notice Board/Website

OFFICE ORDER

Ref. No.: 08/NIELIT/AJM-NDU/AICTE/2026-27/375

Date: 08.05.2026

Subject: Reconstitution of Student Disciplinary Council

1. A Student Disciplinary Council is hereby reconstituted at NIELIT Deemed to be University, Ajmer Campus to address issues related to student discipline and to ensure a conducive academic environment within the campus, it is hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E and Dr. L. Shyam Sundar Singh, Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2026 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. Further, vide Office Order No. 08/2023/NIELIT/AJM/Office Order/Circular dated 16-01-2026, Mr. Kamlesh Kumar Samota, Scientist-C has been assigned the responsibility to Hostel Warden boys'. Additionally, Dr. Jitendra Bhatia, Scientist-E has assumed the charge of Head (Administration & Finance).

3. In view of the above, and with the approval of the Competent Authority, the Student Disciplinary Council is hereby reconstituted with immediate effect:

S.No.	Name of Member	Designation	Mobile No.	Mail ID	Role
1	Dr. Sanjeev Kumar Gupta	Executive Director	8527624545	dir-ajmer@nielit.gov.in	Chairperson
2	Dr. Jitendra Bhatia	Scientist-E	9815623204	jbhatia@nielit.gov.in	Member
3	Mr. K. K. Samota	Scientist-C	7665866585	samota@nielit.gov.in	Member
4	Dr. Karuna Sheel	STO	9736131583	karuna@nielit.gov.in	Member
5	Mr. Nirmal Jit Kalia	Assistant Director (Admin.)	9419261481	nirmal@nielit.gov.in	Member
6	Mr. Mukul Sharma	Student Welfare Officer	9166126036	sirmukul@gmail.com	Member Secretary

This order bears approval of the competent authority.


08/05/26
Assistant Director (Admin.)

Copy to:

1. Executive Director, NIELIT Ajmer
2. Registrar, NIELIT NDU, Ropar - for kind information
3. All Departments - for information.
4. Notice Board/Website



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Village-Kohda, Kota Road, District Kekri, Ajmer-305408.

OFFICE ORDER

Date: 08.05.2026

Ref. No.: 08/NIELIT/AJM-NDU/AICTE/2026-27/376

Subject: Reconstitution of SC/ST Welfare Committee

1. In continuation of the earlier Office Order 15-01-2026 with the provisions to safeguard the interests and welfare students and employees belonging to Scheduled Castes (SC) and Scheduled Tribes (ST), an SC/ST Welfare Committee consisting of the following members is hereby reconstituted at NIELIT Deemed to be University, Ajmer Campus, it hereby informed that consequent upon the transfer of Mrs. Anita Sharma, Scientist-E and Dr. L. Shyam Sundar Singh Scientist-E from NIELIT Ajmer vide Office Order No. NHQ/141/2025-NIELIT(E:3154941)/454 dated 24.03.2025 issued by NIELIT Headquarters, and subsequent administrative changes, the existing committee requires revision.

2. In view of the above, and with the approval of the Competent Authority, the SC/ST Welfare Committee is hereby reconstituted with immediate effect to safeguard the interests of SC/ST students and employees and to ensure compliance with applicable welfare norms:

S.No.	Name of Member	Designation	Mobile No.	Mail ID	Role
1	Dr. Sanjeev Kumar Gupta	Executive Director	8527624545	dir-ajmer@nielit.gov.in	Chairperson
2	Mr. K. K. Samota	Scientist- C (Hostel Warden Boys')	7665866585	samota@nielit.gov.in	Member
3	Mr. Nirmal Jit Kalia	Administrative Officer	9419261481	nirmal@nielit.gov.in	Member
4	Ms. Karuna Sheel	STO (Hostel Warden Girls')	9736131583	karuna@nielit.gov.in	Member (SC)
5	Mrs. Monika	STA	7065595301	monika@nielit.gov.in	Member (SC)
6	Ms. Jhinhore Sakshi Jayant	Student (M.Tech.)	9766156340	jhinhoresakshi9@gmail.com	Student Representation (SC)
7	Sh. Priyanshu Bharti	Student (B.Tech.)	8955225299	p3061174@gmail.com	Student Representation (SC)
8	Mr. Mukul Sharma	Student Welfare Officer	9166126036	sirmukul@gmail.com	Member Secretary

This order bears approval of the competent authority.

Kalia
08/05/26
Assistant Director (Admin.)

Copy to:

1. Executive Director, NIELIT Ajmer
2. Registrar, NIELIT NDU, Ropar - for kind information
3. All Departments - for information.
4. Notice Board/Website

OFFICE ORDER

Ref. No.: NIELIT/AJM-NDU/AICTE/2026-27/

Date: 27/01/2026

Subject: Implementation of Barrier-Free Environment in the Institute.

In order to ensure equal accessibility and promote an inclusive campus environment for all students, faculty, staff, and visitors, including persons with disabilities, **NIELIT Deemed to be University, Ajmer Campus** hereby implements a **Barrier-Free Environment Policy** within the Institute.

The following measures shall be ensured across the campus:

1. Provision of **ramps, accessible pathways, and handrails** in academic and administrative buildings.
2. Availability of **accessible washrooms** and essential facilities for persons with disabilities.
3. Installation of **clear signage and directions** for easy navigation.
4. Ensuring accessibility to **classrooms, laboratories, libraries, and common areas**.
5. Promotion of **awareness and sensitivity** among faculty, staff, and students regarding inclusivity.

All concerned sections are directed to ensure necessary arrangements for implementing a **barrier-free and inclusive environment** in the campus.

This order bears the approval of the **Competent Authority** and shall come into force with immediate effect.

Kalia
27/1/26
Assistant Director (Admin.)


Copy for information to:

1. Executive Director, NIELIT Ajmer.
2. Registrar, NIELIT (Deemed-to-be University).
3. Dr. L. Shyam Sundar Singh, Academic Head, NIELIT Ajmer.
4. All concerned Faculty Members/Notice Board, NIELIT Ajmer.

OFFICE ORDER

Ref. No.: NIELIT/AJM-NDU/AICTE/2026-27/

Date: 28/01/2026

Subject: Appointment of Student Counsellor

In order to provide academic, personal, and psychological guidance to students and to support their overall well-being and development, **Dr. Karuna Sheel (Senior Technical Officer)** is hereby appointed as **Student Counsellor** at **NIELIT Deemed to be University, Ajmer Campus** with immediate effect.

The Student Counselor shall assist students in addressing academic concerns, personal issues, stress management, and other related matters, and shall guide them towards maintaining a healthy and productive academic environment.

The Student Counselor will also coordinate with the **Student Welfare Office** and **concerned departments** for effective support and resolution of student-related issues.

This order bears the approval of the **Competent Authority**.

Kaha
28/1/26
Assistant Director (Admin.)



Copy for information to:

1. Executive Director, NIELIT Ajmer.
2. Registrar, NIELIT (Deemed-to-be University).
3. Dr. L. Shyam Sundar Singh, Academic Head, NIELIT Ajmer.
4. All concerned Faculty Members/Notice Board, NIELIT Ajmer.

OFFICE ORDER

Ref. No.: NIELIT/AJM-NDU/AICTE/2026-27/

Date: 16/01/2026

Subject: Establishment of Institution-Industry Cell.

In order to strengthen collaboration between the Institute and industry, and to promote industry-institute interaction for the benefit of students and faculty, an **Institution-Industry Cell** is hereby established at **NIELIT Deemed to be University, Ajmer Campus.**

Dr. Karuna Sheel (Senior Technical Officer) is hereby appointed as the **In-Charge / Coordinator of the Institution-Industry Cell** with immediate effect.

The Cell shall facilitate interaction with industries for **internships, industrial training, expert lectures, collaborative projects, research activities, and placement opportunities** for students. The In-Charge shall coordinate with various academic departments and industry partners to organize and promote such activities for strengthening industry-oriented learning.

All departments and concerned sections shall extend necessary cooperation to the Cell for the effective implementation of its activities.

This order bears the approval of the **Competent Authority.**

AKalia
16/1/26
Assistant Director (Admin.)



Copy for information to:

1. Executive Director, NIELIT Ajmer.
2. Registrar, NIELIT (Deemed-to-be University).
3. Dr. L. Shyam Sundar Singh, Academic Head, NIELIT Ajmer.
4. All concerned Faculty Members/Notice Board, NIELIT Ajmer.

Date: 19.05.2025

OFFICE ORDER

Subject: Constitution of Internal Quality Assurance Cell (IQAC).

To maintain and enhance the quality of academic and administrative performance, the **Internal Quality Assurance Cell (IQAC)** is hereby constituted in the college with immediate effect.

The IQAC will work to promote continuous improvement in teaching-learning, research, infrastructure, and overall institutional performance in accordance with institutional goals and regulatory guidelines.

The committee will include:

- One member nominated as **IQAC Coordinator** from HQ.
- One **External Expert** nominated from Industry.

All members are requested to actively participate and support the quality enhancement initiatives of the institution.

This order comes into force with immediate effect.

Copy to:

1. Executive Director, NIELIT Ajmer
2. Academic Head, NIELIT Ajmer
3. All concerned faculty members, NIELIT Ajmer
4. Notice Board.

Atika
19/5/25
Assistant Director (Admin.)

