## राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.), कालिकट NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT), CALICUT

सं: 3(9)/11/भर्ती No.3(9)/11/Rectt. 9 जुलाई 2021 July 9, 2021

## कार्यालय आदेश सं.08/OFFICE ORDER No.08

Subject to the terms and conditions laid down in the Offer of Appointment No.I-11011/2/2020-Admin dated 10.06.2021 issued by NIELIT HQ, Smt. Kalpna is appointed as Deputy Director (A&F) at NIELIT, Calicut on initial pay of ₹ 67700/- in Pay Level - 11 of 7 CPC Pay Matrix (Pay Band-3, ₹ 15600-39100/- with Grade Pay of ₹ 6600/- (pre-revised) w.e.f. 09.07.2021 (FN). Other allowances will be as applicable to employees of NIELIT, Calicut.

She will be on probation for a period of One year of duty from the date of appointment, which may be extended at the discretion of the Competent Authority.

Her appointment will be provisional pending successful completion of the probationary period and receipt of a clear report on the verification of her character and antecedents.

She shall report to Shri Baradharajan A, Joint Director (F&A) with immediate effect.

संयुक्त निर्देशक (वि & ले) JOINT DIRECTOR (F&A)

To

Smt. Kalpna Deputy Director (A&F) through Division Head

Copy to:

- 1. Registrar, NIELIT HQ, New Delhi
- 2. Executive Director
- 3. Division Heads
- 4. Web Administrator for uploading website
- 5. PIO
- 6. Library
- 7. Smt. Deepthy P, AD (Admn) for updating roster
- 8. Accounts Section
- 9. Office Order File
- 10. Personal File
- 11. Security