

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY-
GORAKHPUR CENTRE**

NIELIT/GKP/206/Admn(Vol-XIII)

Date: 24.02.2026

OFFICE ORDER

Consequent upon attaining the age of superannuation on 28.02.2026, the charge of duties and responsibilities are being looked after by Sh. N.K. Verma, Admin. Officer, NIELIT Gorakhpur will now be assigned as per details mentioned below:-

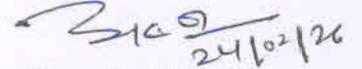
Shri T.A. Khan, Dy. Director (Admin.) is hereby assigned the responsibilities of the charge served by Sh. N.K. Verma related to Hostel, Civil and Accounts Section in addition to his present responsibilities. Smt. Pratibha Gupta, Jt. Director (Finance) will assign the duty of Accounts section to Shri T.A. Khan, Dy. Director (Admn.) and same will be informed to Admin. section. Shri T.A. Khan will assist to Shri Ritesh Pratap Rao, Scientist 'C' in Hostel Activities. Shri T.A. Khan will report to Shri Arun Mani Tripathi, Joint Director/ Head- Administration/ Civil Section for Construction & Civil work.

Shri Alok Kumar Rawat, Assistant Director (Admin.) is hereby assigned the responsibilities of vehicle attached with Director in addition to his present responsibilities.

Shri Amit Debnath, M.T.S is hereby assigned the responsibilities of the charge of Dak & Dispatch in addition to his present responsibilities.

Sh. N.K. Verma, Admin. Officer will hand over the charge of his work to the officials as mentioned above latest by 26.02.2026.

This issues with the approval of Competent Authority, NIELIT Gorakhpur Centre.



(Arun Mani Tripathi)

Jt. Director/ Head - Administration

To,

1. Sh N.K. Verma, Administration Officer
2. Smt. Pratibha Gupta, Jt. Director (F.)
3. Sh Ritesh Pratap Rao, Scientist 'C'
4. Sh T.A. Khan, Dy. Director (Admin.)
5. Sh. Alok Kumar Rawat, AD (Admin.)
6. Sh. Amit Debnath, MTS

Copy to :-

1. Director : for kind information please.
2. All HoD/Official, NIELIT Gorakhpur.
3. Admin/Accounts / Store / Library Section.