



राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान, श्रीनगर / जम्मू
National Institute of Electronics & Information Technology, Srinagar/Jammu

Ministry of Electronics & Information Technology, Govt. of India

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No.47/2020

Date : 03.12.2020

OFFICE ORDER

This is in continuation to refer to this office earlier order No. 36/2020 dated 28-08-2020. In this regard, I am hereby directed to inform all the regular employees and contractual/outsourced manpower of NIELIT J&K posted at Jammu, Srinagar and Sub Centre Leh to strictly adhere to the prescribed official timings (09:00am. to 05:30pm.) of the Centre and follow punctuality.

Non punctuality, intermittent and absence without timely submission of leaves shall be treated as misconduct for initiation of action under CCS Conduct Rules.

This issues with the approval of Director-in-Charge, NIELIT J&K.


(Susheel K. Gabgotra)
Addl. Director (A&F)
NIELIT J&K

To :

1. All the staff members / Contractual/Outsourced manpower posted at NIELIT J&K Jammu, Srinagar and Sub Centre Leh.
2. Deputy Director (Admn.), NIELIT Jammu
3. Asstt. Director (Admn.), NIELIT Srinagar
4. Asstt. Director (Admn.), NIELIT Jammu
5. Officer-in-Charge, NIELIT Srinagar
6. Officer-in-Charge, NIELIT Sub Centre Leh
- ✓ 7. Sr. PS to Director-in-Charge, NIELIT J&K
8. Notice Board(s).
9. Hindi Officer for issue of this order in Hindi Version.
10. Ms. Shivani Rometra / Ms. Kanchan Koul with instruction to be uploaded on our official website.