

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT) CHANDIGARH

NIELIT/CH/ADMIN-02/2018/8764

31.05.2018

OFFICE ORDER

In the interest of smooth functioning of Centre, following duties and responsibilities shall be performed by the officers as under: -

Ms. Meenu Mohindra, Joint Director (Systems) is hereby posted in Training Division and she will report to Dr. Manish Arora, Additional Director (Systems) and Head Training Division. The present duties and responsibilities of Billing Section being performed by her shall be managed by Shri Tarsem Lal Sharma, Additional Director (Systems) through existing staff deployed under Billing Section.

In addition to his existing duties and responsibilities, Shri Amitabh Garga, Additional Director (Technical) shall act as In-charge of Facility Management Group (FMG) with assistance of Shri Pushpinder Singh Puri, Deputy Director (Systems) and Ms. Davinder Kaur, Data Entry Operator 'E'.

This issues with immediate effect with approval of the Director In-charge, NIELIT Chandigarh.

  
(Susheel Kumar Gabgotra)  
Additional Director (P&A)

Copy to :

1. Director's Office
2. Additional Directors (Technical/Systems)
3. Head Training Division
4. Head Billing Section
5. Joint Directors (Technical/(Systems)
6. Joint Director (Admn.)
7. Financial Controller
8. Sh. Gurpreet Singh, Joint Director (Systems) for uploading on website of Centre
9. Concerned Officer(s)
10. Notice Board (s)