

**राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)**  
**National Institute of Electronics and Information Technology (NIELIT)**  
**(An ISO 9001 : 2008 Certified Organisation)**

इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी विभाग, संचार एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
**Department of Electronics and Information Technology (DeitY)**  
**Ministry of Communications and Information Technology, Government of India**

Ref. No. 1(66)/2016-NIELIT/1052

14  
13/06/2016

**OFFICE ORDER**

In exercise of power delegated to the undersigned at Sno. 24 of Schedule of Delegation of Powers dated 24/08/2015, the undersigned sub-delegates the following powers to the officers in NIELIT Headquarters, as mentioned against each, for ensuring smooth and speedy disposal of day-to-day matters in NIELIT Headquarters: -

Sno.	Particulars of Powers	Officer(s) of NIELIT (Headquarters) delegated the power of
1.	Power to sanction EL/HPL/EOL/ Maternity/ Paternity Leave etc. as per prevailing leave rules in respect of Officers/Officials up to the level of Dy. Director (GP Rs.6600/-)	Registrar/ Director (Tech.) or the Senior most Officer of the Tech. Wing/ Chief Finance Officer in respect of the employees in their respective Wing.
2.	Power to sanction Casual Leave/ Restricted Holiday	Respective Head of Wings
3.	Power to grant permission for treatment of self or any declared family member of an employee from a CGHS empanelled hospital/ private health organization/ diagnostic laboratory/centre in Delhi & NCR	Registrar
4.	RTI disposal	Registrar/ PIO, subject to the condition that policy matters will be shown to the undersigned.

2. Accordingly, decisions taken by the officers in connection since 24/08/2015, as mentioned in the above table, will also stand regularised.

  
 (Dr Ashwini Kumar Sharma)  
 Director General

इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी विभाग, भारत सरकार की एक स्वायत्त वैज्ञानिक संस्था  
**An Autonomous Scientific Society under DeitY**

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P.T.O.