

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 और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
Ministry of Electronics and Information Technology, Government of India

Ref. No. NIELIT/SR/E0146/Admn. | 3102

30/11/2016

**OFFICE ORDER**

With the approval of the Competent Authority, Ms. Isha is provisionally appointed to the post of Library and Information Assistant in PB2: Rs.9,300-34,800/- with GP of Rs.4,200/- in NIELIT Headquarters, with effect from 24<sup>th</sup> November, 2016 (Afternoon).

2. Ms. Isha will be on probation of one year from the date of her appointment.
3. Ms. Isha will report to Registrar.
4. The services of Ms. Isha will be governed by the Service Rules of NIELIT and her pay will be fixed as per the Government of India Rules as applicable to the employees of NIELIT from time to time.

  
(Janak Raj)  
Registrar

To

Ms. Isha,  
Library and Information Assistant.

Copy to:

1. Executive Director/ Director/ Director-in-charge, NIELIT Centres
2. Head of Wings, NIELIT Headquarters
3. Addl. Director (P&A) Wing – with a request to make necessary arrangements for her sitting, PC and other infrastructure.
4. Finance Wing, NIELIT Headquarters
5. NIELIT's website In-Charge, NIELIT Headquarters -- for updating website, pls
6. Service Book/ Personal File of Ms. Isha
7. Hindi Section, NIELIT HQ - for issuing Hindi version
8. Guard File/ Office Order File

Copy for information to:

1. CVO, NIELIT
2. TSO/ Sr. PS to DG, NIELIT HQ