

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. 1(79)/2017 – NIELIT (Vol. II) / 1166

27/09/2019

**OFFICE MEMORANDUM**

Attention of all the contractual and outsourced manpower in NIELIT Headquarters is invited to a widespread tendency amongst them to appear in examination(s) conducted by NIELIT without previous intimation in this office about the same.

2. Whereas, no regular employee is allowed to appear for any job or examination without prior sanction, it is found that contractual/ outsourced manpower and/or their wards/ dependent family member(s) are unabatedly appearing for examinations conducted by NIELIT (viz. O/A/B/C Level/ CCC/ DLC/ Recruitment Examinations et al), without prior information, let alone sanction. Many of the contractual manpower is deployed in Examination Wing and actively engaged in carrying out examination-related activities in NIELIT Headquarters. The practice is, therefore, found not only inappropriate for the sanctity of the concerned examinations, but also in fact, unethical on the part of the employees concerned.

3. So, all the contractual and outsourced employees in NIELIT Headquarters are hereby directed to submit their undertaking towards disclosing the various NIELIT examination(s) they appeared in the past and/ or intend to appear for in near future, at the earliest, but not later than Monday, September 30, 2019. Further, all concerned will appear in any examination conducted by NIELIT without prior intimation to their respective Reporting/ Controlling Officer, failing which, the employee concerned will be liable for appropriate disciplinary action.

4. All concerned may submit the undertaking to their respective Reporting Officers or Sh. D. Lakshmanadas, Assistant Director, for onwards submission to the Examinations Wing for their perusal and records.

  
(Sanak Raj)  
Registrar

To

All the contractual and outsourced employees and their respective Reporting/ Controlling Officers, NIELIT Headquarters.

Copy to: -

1. The Executive Directors/ Directors/ Director in charge, NIELIT Centers – *with a request to undertake similar action at their end.*
2. Sh. Anurag Shah, Controller of Examinations, NIELIT
3. Head of Wings, NIELIT Headquarters
4. Sh. D. Lakshamanadas, Assistant Director, NIELIT Headquarters & Ms. Sangeeta Verma, Administrative Officer, NIELIT Headquarters – *with a requested to obtain the undertaking from all the contractual/ outsourced manpower under their administrative supervision.*
- ✓ 5. IT Wing, NIELIT Headquarters – *with a request to update NIELIT's website accordingly.*
6. Notice Board/ Guard File.

Copy (for Information only): -

The Director General, NIELIT

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केन्द्र :	अगरतला, आइजॉल, औरंगाबाद, अजमेर, भुवनेश्वर, कालीकट, चंडीगढ़, चैन्नई, दिल्ली, गंगटोक, गोरखपुर, गुवाहाटी, हरिद्वार, इम्फाल, ईटानगर, कोलकाता, कोहिमा, कुरुक्षेत्र, पटना, रोपड़, रांची, शिमला, शिलांग और श्रीनगर
विस्तार केन्द्र :	अलावलपुर, पासीघाट, तेजू, सिलचर, डिब्रूगढ़, कोकराझार, जोरहाट, तेजपुर, जम्मू, लेह, सेनापति, चुराचंद्रपुर, तुरा, लुंगलेई, चुचुइमलांग, पाली और लखनऊ
Centers :	Agartala, Aizwal, Aurangabad, Ajmer, Bhubaneswar, Calicut, Chandigarh, Chennai, Delhi, Gangtok, Gorakhpur, Guwahati, Haridwar, Imphal, Itanagar, Kolkata, Kohima, Kurukshetra, Patna, Ropar, Ranchi, Shimla, Shillong and Srinagar
Extension Centres :	Alawalpur, Pasighat, Teju, Silchar, Dibrugarh, Kokrajhar, Jorhat, Tejpur, Jammu, Leh, Senapati, Churachandpur, Tura, Lunglei, Chuchuyimlang, Pali and Lucknow