

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(16)/2013-NIELIT Vol-III/ 260

03/03/2020

OFFICE ORDER

Consequent upon her relief from duties in NIELIT Gorakhpur Centre with effect from 28/02/2020 (A/N), in pursuance of NIELIT Headquarter's Office Order No. 64(2)/2020-NIELIT/232 dated 26/02/2020, Smt. Santosh Singh, Administrative Officer, is hereby taken on the rolls of NIELIT Headquarters with effect from the afternoon of March 02, 2020.

2. Smt. Singh will report to Head of IT Infrastructure & Services (ITIS) Wing on interim arrangement basis, until further orders.



(Janak Raj)
Registrar

To

Smt. Santosh Singh,
Administrative Officer

Copy to:

1. Executive Director, NIELIT Gorakhpur Centre- *with a request to forward Personal File, Service Book and Last Pay Certificate in respect of the above employee to NIELIT HQ at the earliest.*
2. Finance Wing, NIELIT Headquarters.
3. Head of the Wings, NIELIT Headquarters.
4. Service Book/ Personal File of the concerned employee.
5. IT infrastructure Branch- *with a request to update NIELIT website accordingly.*
6. Official Language Section, NIELIT Headquarters- *with a request to issue Hindi version of above order.*
7. Guard File/ Office Order File.

Copy only for kind information to :

1. The Director General, NIELIT
2. CVO, NIELIT Headquarters
3. Security Section, NIELIT Headquarters