

Ref.no:NIELIT/HQ/EST/84/14(Vol.IX)

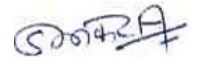
31<sup>st</sup> March, 2020

### OFFICE MEMORANDUM

With respect to the earlier OM No. NIELIT/HQ/IEBR/06/2019-20 dated 19<sup>th</sup> March, 2020 issued by CFO, NIELIT (copy enclosed), presently the assignment of various RCs is as under:-

Responsibility Centre No.	Responsibility Centres	Executive Director/Director
1.	(a) Aurangabad (b) Ajmer (including Pali) (c) Daman and (d) Planned Centres at Gujarat & Madhya Pradesh (upcoming Centres)	Dr. Sanjeev Kumar Gupta
2.	(a) Gorakhpur (including Lucknow) (b) Patna	Dr. A.K.D. Dwivedi
3.	(a) Chandigarh (including Ropar & Kurukshetra) (b) Shimla (including Mandi) (c) Haridwar	Dr. A.K.D. Dwivedi (Additional Charge)
4.	(a) Guwahati (b) Shillong (c) Itanagar	Dr Y. Jayanta Singh
5.	(a) Kolkata (including Bhubaneshwar) (b) Gangtok (c) Ranchi	Dr Y. Jayanta Singh (Additional Charge)
6.	(a) Calicut (b) Chennai (c) Planned Centres at Goa, Bangalore, Puducherry, AP & Telangana	Dr. M. P. Pillai
7.	(a) Srinagar including Jammu (b) Leh & Kargil	Dr. M. P. Pillai (Additional Charge)
8.	(a) Imphal (b) Aizawl (c) Kohima (d) Agartala	Shri T. P. Singh

2. The order shall take into force with immediate effect until further orders.
3. This issues with the approval of the Competent Authority.



(Janak Raj)  
Registrar

To,

**The Executive Director/Director/Director-in-charge of all NIELIT Centres**

Copy to: i)DG, NIELIT

ii)CFO, NIELIT

iii)All HoWs at NIELIT HQs

iv) IT&IS Wing, NIELIT HQ - with a request to upload the above on website, pls

**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

**OFFICE MEMORANDUM**

Ref.no: NIELIT/HQ/IEBR/06/2019-20

Date: 19<sup>th</sup> March, 2020

In order to strengthen the performance monitoring system and to closely control the financial linked physical performance of each centre, eight centres have been identified as Responsibility Centres. These are Aurangabad, Gorakhpur, Chandigarh, Kolkata, Calicut, Imphal, Srinagar and Guwahati.

2. The objective of establishing the Responsibility Centres are:-

- To closely monitor the performance (financial & physical) of each NIELIT Centres,
- To analyse the major cost heads and to explore the cost control techniques,
- To evolve appropriate revenue model for each attached centre,
- To identify redundancy in order to achieve growth of NIELIT as a whole.

3. Based on their location and/or similarities in activities undertaken, various NIELIT Centres have been attached with one of the Responsibility Centres:-

<b>Name of the NIELIT Responsibility Centre</b>	<b>Existing Centres / Upcoming Centres attached with the Responsibility Centre</b>
Aurangabad	(a) Aurangabad (b) Ajmer(including Pali) (c) Daman and (d) Planned Centres at Gujrat & Madhya Pradesh (upcoming Centres)
Gorakhpur	(a) Gorakhpur (including Lucknow), (b) Patna
Chandigarh	(a) Chandigarh (including Ropar & Kurukshetra) (b) Shimla(including Mandi) (c) Haridwar
Kolkata	(a) Kolkata (including Bhubaneshwar) (b) Gangtok (c) Ranchi
Calicut	(a) Calicut (b) Chennai (c) Planned Centres at Goa, Bangalore, Puducherry, AP & Telangana
Imphal	(a) Imphal (b) Aizawl (c) Kohima (d) Agartala
Srinagar	(a) Srinagar including Jammu (b) Leh & Kargil
Guwahati	(a) Guwahati (b) Shillong (c) Itanagar

4. Accordingly, the Responsibility Centre shall perform the following duties:-

- Prepare revenue plans/targets of Centres & Responsibility Centre.
- Prepare expenditure plans
- Prepare financial sustainability plans for each centre & Responsibility Centre.
- Prepare physical targets of trainings and outputs/outcomes.
- Submit quarterly performance reports of Responsibility Centres.
- Submit BE & RE figures to HQ.

5. Orders for assignment of the Responsibility Centres to Officers are being issued separately.

This issues with the approval of the DG.

  
(Rajeev Talwar)  
Chief Finance Officer

To,

The Executive Director/Director/Director-in-charge of all NIELIT Centres

- Copy for information to – i) DG, NIELIT  
ii) Registrar, NIELIT  
iii) All HoWs at NIELIT HQ

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केन्द्र : अगरतला, आइजॉल, औरंगाबाद, अजमेर, भुवनेश्वर, कालीकट, चंडीगढ़, चैन्नैई, 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