

An Autonomous Scientific Society under the administrative control of Ministry of Electronics & Information Technology (MoE&IT), Government of India  
NIELIT Bhawan, Plot No. 3, PSP Pocket, Sector-8, Dwarka, New Delhi-110077.

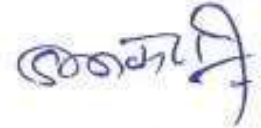
Ref No. I-13018/5/2020-Administrator-Part(1)

24/11/2020

### OFFICE ORDER

Consequent upon his relief from his duties and responsibilities in NIELIT Delhi Centre with effect from 20/11/2020 (A/N), in pursuance of NIELIT Headquarter's Office Order No. NIELIT/HQ/Estt./84/14 (Vol. IX)/ dated 05/11/2020, Shri Pankaj Negi, Junior Assistant, is hereby taken on the rolls of NIELIT Headquarters with effect from the forenoon of 23/11/2020.

2. Shri Negi will report to the Chief Finance Officer, NIELIT.
3. This issues with the approval of the Competent Authority.



(Dr. Janak Raj)  
Registrar

To

Shri Pankaj Negi,  
Junior Assistant.

Copy to:

1. Director-in-charge, NIELIT Delhi 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- *with a request to settle his emoluments w.e.f. 21.11.2020 being Saturday and Sunday prefixed to 23.11.2020.*
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. CVO, NIELIT Headquarters
2. SO to DG NIELIT
3. Security Section, NIELIT Headquarters