



रा.इ.सू.प्रौ.सं  
**NIELIT**

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान

**National Institute of Electronics & Information Technology**

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.

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

08.01.2021

### OFFICE ORDER

In pursuance of NIELIT Headquarter's Office Order No. NIELIT/HQ/Estt./84/14 (Vol.VIII)/1530 dated 23.12.2019, Shri Anand Singh, Administrative Officer stands relieved from his duties and responsibilities in NIELIT Headquarters w.e.f. 08.01.2021 (A/N), so as to enable him to report to NIELIT Center, Haridwar, with permission to retain his Identity Card issued by NIELIT Headquarters up to the time he joins duty in NIELIT Centre, Haridwar.

2. This issues with the approval of the Competent Authority.

(Dr. Janak Raj)  
Registrar

To,  
Shri Anand Singh,  
Administrative Officer.

Copy to: -

- i. Director Incharge, NIELIT Center, Haridwar
- ii. The Executive Director/ Director/ Director-in-charge, All NIELIT Centers
- iii. All the Head of Wings, NIELIT Headquarters
- iv. IT&IS Wing, NIELIT HQ – with a request to update NIELIT's website accordingly.
- v. Hindi Section – with a request to issue Hindi translation of the above order
- vi. Service Book of the concerned employee
- vii. Office Order File/ Guard File

Copy only for kind information: -

- i. The Director-General, NIELIT
- ii. The CVO, NIELIT
- iii. The Security Section, MeitY
- iv. The Security Section, NIELIT Bhawan - with a request to ensure that the I-card is returned to HQ by Sh. Singh after joining at NIELIT Centre, Haridwar.