

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)
National Institute of Electronics and Information Technology (NIELIT)
(An ISO 9001: 2015 Certified Organisation)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार
Ministry of Electronics and Information Technology, Government of India

Ref No. I-13020/2/2021-Administrator [E:3122106]/738

29 August 2024

OFFICE ORDER

With the approval of the Competent Authority, the duties/responsibilities of the following Officers/Officials have been reallocated to the extent below:-

1. Smt Alpana Agrawal will look after the following work:
 - a. Quality Assurance (QA)
 - b. RTI (as CPIO)
 - c. Grievances (as Public Grievance Officer)
 - d. Engagement of contractual staff at NIELIT HQ

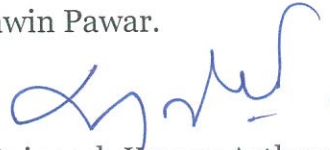
Shri Naveen Kumar Aggarwal, Assistant Director (Admn), Shri B. Srivathsan, Administrative Officer, Shri Shashank Joshi, Resource Person, Shri Ashish Thapaliyal (outsourced manpower), Shri Harish (outsourced manpower), Shri Ankit (outsourced) will report to Smt Alpana Agrawal.

2. Shri Himanshu Mohan, Scientist 'D', in additions to his present duties and responsibilities, will look after the following activities:
 - a. Business Development
 - b. Placement
 - c. Job Fair
 - d. Alumni Affairs

Shri Sharad Kumar Dixit, Senior Technical Assistant, Dr Neeru, Sr Resource Person will report to Shri Himanshu Mohan.

3. Shri Ashwin Pawar, Scientist 'C', in additions to his present duties and responsibilities, will look after the following activities:-
 - a. Social Media
 - b. Event Management

The Social Media team at NIELIT HQ will report to Shri Ashwin Pawar.


(Rajneesh Kumar Asthana)
Registrar

To,
All concerned

Contd...2

Copy to :-

- g. Executive Director / Director / Director In-Charge all NIELIT Centres and HQ
- h. All Head of Wings, NIELIT HQ
- i. Respective P&A Wings and Finance Wings of the concerned NIELIT Centres
- j. Webmaster, NIELIT HQ - for Uploading of NIELIT Website
- k. Hindi Section- for translation in hindi
- l. Guard File / Office order file

Copy for kind information to :

- c. The Director General, NIELIT
- d. Chief Vigilance Officer, NIELIT



केन्द्र :	अगरतला, आइजॉल, औरंगाबाद, अजमेर, भुवनेश्वर, कालीकट, चेन्नई, दमन, दिल्ली, गंगटोक, गोरखपुर, गुवाहाटी, हरिद्वार, इम्फाल ईटानगर, कोलकाता, कोहिमा, कुरुक्षेत्र, लेह, पटना, रांची रोपड़, शिमला, शिलांग, और श्रीनगर
विस्तार केन्द्र :	बक्सर, चंडीगढ़, चुचुइमलांग, चुराचंद्रपुर, डिब्रूगढ़, दीमापुर, जम्मू, जोरहाट, कारगिल, कोकराझार, लखनऊ, लुंग्लेई, मंडी, माजुली मुजफ्फरपुर, पाली, पासीघाट, सेनापति, सिलचर, तेजू, तेजपुर, और तुरा
Centres:	Agartala, Aizawl, Aurangabad, Ajmer, Bhubaneswar, Calicut, Chennai, Daman, Delhi, Gangtok, Gorakhpur, Guwahati Haridwar, Imphal, Itanagar, Kolkata, Kohima, Kurukshetra, Leh, Patna, Ranchi, Ropar, Shimla, Shillong and Srinagar
Extension Centres:	Buxar, Chandigarh, Chuchuyimlang, Churachandpur, Dibrugarh, Dimapur, Jammu, Jorhat, Kargil, Kokrajhar, Lucknow Lunglei, Mandi, Majuli, Muzzafarpur, Pali, Pasighat, Senapati, Silchar, Tezu, Tezpur and Tura