

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

F. No. NIELIT/HQ/MIS(J/S)/01/03/(Vol.III)/813

25/05/2018

OFFICE MEMORANDUM

With reference to NIELIT J&K Centre's e-mail dated 18/05/2018 requesting clarification as to whether Sh VS Krishnamurthy, Officer-in-charge, NIELIT Srinagar Centre and presently in charge of NIELIT J&K Centre during the Ex-India leave of Sh DS Oberoi, Director in-charge, NIELIT J&K Centre, can sign NOC in favor of Sh Syed Nissar Hussain Bukhari, Scientist 'C', NIELIT J&K Centre for applying for Indian Passport, it is conveyed that issuing NOC/ Identity Certificate to employee for issue/ renewal of Indian Passport is a routine matter and should be handled by the incumbent/ presiding Head of Office, be it Executive Director or Director or Director-incharge or Officer incharge of the centre. Accordingly, it is further clarified that issue of NOC/ Identity Certificate for applying for fresh/ renewal of Indian Passport can be granted by the presiding Head of Office, i.e. Executive Director/ Director/ Director in-charge/ Officer incharge of the NIELIT Centre, subject to Vigilance Clearance, Disciplinary Clearance and that the applicant does not figure adversely on the security records of the Office. Further, any officer not below Dy. Director level can sign the NOC/ Identity Certificate, as per extant Rules.


(Janak Raj)
Registrar

To

Director In-charge,
NIELIT J&K Centre.

Copy to: -

- (a) All Executive Directors/ Directors/ Directors-in-charge/ Officers-in-charge of all NIELIT
- (b) ✓ Webmaster, NIELIT Headquarters – with a request to upload on NIELIT's website

Copy for kind information to: -

The Staff Officer to the Director General, NIELIT