

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

Ref. No. I-11012/1/2023-O/o Registrar (E9730) | 100

03/02/2023

OR


OFFICE MEMORANDUM

It has come to the notice of the authorities that functional designations are being widely indicated against the Designation Column on the I-Cards of the employees alongside the permanent post held.

2 It is felt important to inform that functional designation is temporary nomenclature / designation granted to the employee for the purpose of operational ease, whereas the employee continues to actually hold the permanent post (appointed / promoted).

3 Accordingly, it is conveyed that henceforth Identity Cards so issued to the employees (at both Centre and HQ Level) shall indicate his / her permanent post only (i.e. appointed / promoted as per one's appointment letter / promotion order, as the case may be).

4. This issues with the approval of the competent authority.


[R.P. PANDEY]
Registrar

To,

1. Executive Director / Director / DiC - All NIELIT Centres - for compliance
2. Security Section & Procurement Section, NIELIT HQ - for compliance
3. IT Infrastructure Branch - with a request to update NIELIT Website
4. Official Language Section, NIELIT, HQ - with a request to issue Hindi version of the above order
5. Guard File / Office Order file

Copy only for kind information to :

1. The Director General, NIELIT
2. CVO, NIELIT