

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.), कालिकट
**NATIONAL INSTITUTE OF ELECTRONICS AND
INFORMATION TECHNOLOGY (NIELIT), CALICUT**

सं. 3(9)/11/स्थापना
No. 3(9)/11/Estt

12 फरवरी 2018
February 12, 2018

कार्यालय आदेश सं. 02/OFFICE ORDER No. 02

In continuation of the Office Order No. DIR/OOR/18/02 dated 11th January 2018, it is hereby informed that the Reporting/Reviewing structure intimated vide order is applicable for sanctioning of Casual Leave/RH also. The CL/RH has to be recommended by the Reporting Authority of the concerned staff and has to be sanctioned by the Reviewing Authority except for the employees whose Reviewing Authority is Director General. For them, the Executive Director shall sanction the leave.

This supersedes all previous orders/instructions on the subject.


संयुक्त निदेशक (वि. & ले.)
JOINT DIRECTOR (F&A)

To

All Staff Members

- Copy to :
1. Executive Director's Office
 2. All Group Heads
 3. Web Administrator
 4. Office Order File
 5. Guard File