NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY, (NIELIT) CHANDIGARH

NIELIT/CH/ADMN-02/2017/5-7/0

5th May, 2017

OFFICE OREDR

Subject:

Lecture on Management of Time and Energy.

Shri Ishwar Singh, IFS, Additional Chief Conservator of Forests, Itanagar will deliver a lecture on Management of Time and Energy in Room No. 4 (1st Floor) at 11.00 a.m. on 08.05.2017.

All staff members are requested to attend the Lecture at the given date and time.

This issues with the approval of Executive Director, NIELIT Chandigarh.

(Susheel Kumar Gabgotra)
Additional Director

Copy to:

1. Executive Director's Office

- 2. Additional Directors (Technical)/(Systems)
- 3. Additional Director (Admn.)
- 4. Joint Directors (Technical)/(Systems)
- 5. Vigilance Officer
- 6. Joint Director (Admn.)
- 7. Financial Controller
- 8. Sh. Gurpreet Singh, Deputy Director (Systems) -
- 9. Notice Boards

| → Please bring it in the notice| of staff working under you| and ensure compliance.

With request to display the Office Order on the Website of the Centre.