

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY
(NIELIT) CHANDIGARH ROPAR CAMPUS**

NIELIT/CH/ADMN-02/2020

Dated: 23.03.2020

Office Order

In compliance to UT Administration Order No. F-2071/F-11(6)-2020/5000 dated 22.03.2020 and Punjab Govt. Order No. CSO/2020/363 dated 22.03.2020 regarding lockdown in the jurisdiction of entire U.T of Chandigarh and Punjab for preventive measures being taken to contain spread of COVID-19, it has been decided by Competent Authority that all the employees of NIELIT Chandigarh will work from home w.e.f 23.03.2020 to 31.03.2020, however, ensuring that transport, security, fire service, electricity, housekeeping and essential financial services are maintained.

While working from home, all the concerned staff members will ensure their availability on phone/internet.

The staff member will attend duty in office, if called for, in case of any exigency of work.

This issues with the approval of Director.