

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. 1(4)/2008 – DOEACC Soc. | 1674

31/08/2017

**OFFICE ORDER**

NIELIT has been setting up its new centres at fresh locations in India in compliance of mandate given to NIELIT by its Governing Council to have pan-India presence with one centre in each state, as well as, directions received from Hon'ble Minister of Communications of IT, state governments and other VIP references made from time to time. However, the demand for regular manpower with administrative and financial expertise has been met out of the existing manpower strength of NIELIT by way of temporary/ permanent transfer, since creation/ revival of sanctioned posts is still under process, which takes considerable time.

2. As a result, NIELIT is facing severe shortage of manpower with financial and administrative expertise at both its Headquarters and other NIELIT centres and it is no longer feasible to attach such manpower to more new centres in the pipeline.

3. The issue has been deliberated upon in detail and it has been decided that henceforth every new Centre set up shall have a Mentoring Centre, which shall extend complete administrative and financial support to the new centre attached to it for an initial period of six months or until further orders. The Mentoring Centre, in each case, shall be an already established NIELIT Centre in the state where the new centre/ extension centre is set up. In case, there exists no such centre in the state, an established NIELIT Centre in the closest adjoining state shall act as the Mentoring Centre for the new Centre. The Mentoring Centre shall also provide expertise to the attached newly set up centre in matters relating to tendering process, procurement of goods and services etc.

4. The financial burden of all recurring and capital expenses incurred in respect of activities of the new Centre shall be borne by the concerned Mentoring Centre, which in turn shall be reimbursed by the NIELIT

Headquarters from the corpus of NIELIT on completion of initial six months.

5. The arrangement shall continue for a period of six months being the stabilizing period for the new centre. During the period, new centre shall ensure to complete all formalities to do with PF, ESIC, GST Codes etc. to become an independent and self sustainable centre.

6. This issues with the approval of the Competent Authority.



(Janak Raj)  
Registrar

To

1. The Executive Director/ Director/ Director-inCharge, NIELIT Centres
2. All Head of Wings, NIELIT Headquarters
3. IT Wing – with a request to update website accordingly.
4. Guard File/ Office Order File

Copy also for kind information to: -

1. Director General, NIELIT
2. CVO/ VO, NIELIT
3. Appellate Authority (RTI)