

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(79)/2017 - NIELIT/559

09/04/2018

OFFICE MEMORANDUM

It is felt that files of RTI Cell should not be routed through Registrar, NIELIT as Registrar is also the Appellate Authority, NIELIT.

2. It has, therefore, been decided that henceforth RTI information will be obtained from Officer-In-Charge of the concerned Wing/ Section and forwarded by PIO directly to the applicant without the same through Registrar, NIELIT. In this direction, the following will be Assistant Public Information Officer (APIO) of their Wing/ Section, as tabulated hereunder: -

Sno.	Wing/ Section	APIO of the Wing/ Section
1	Finance Wing	Chief Finance Officer (CFO)/ CFO In-charge
2.	Technical Wing	Head of Technical Wing
3.	Examination Wing	Controller of Examinations
4.	P&A Wing	
4.1	Administration Section	Sh Ashok Verma, Dy. Director (Admn.)
4.2	Rajbhasha Section	Sh Bhagwan Singh Negi, Asst Director (OL)
4.3	Legal & Protocol Section	Sh Satish Chandra Kandpal, Asst Director (Admn)
4.4	Personnel Section	
4.4.1	Recruitment, Transfers & Policy related matters	Sh RK Joshi, Asst Director (Admn)
4.4.2	Promotion and APAR related matters	Sh Jaswant Singh, Administrative Officer
4.4.3	Outsourcing/ Outsourced contractual manpower related matters	Sh D Lakshmanadas, Administrative Officer
4.4.4	Public Grievances and Manpower status of NIELIT related matters	Sh Naveen Kumar Aggarwal, Administrative Officer
4.4.5	Establishment matters	Smt Nidhi Jain, Administrative Officer


(Janak Raj)
Registrar

Copy to:-

1. All employees, NIELIT Headquarters.
2. PIO/ RTI Section.
3. IT infrastructure Branch- with a request to update NIELIT website accordingly.

Copy only for information to:

1. SO to DG NIELIT