

23-June-2020

Instructions for Faculties of NCPUL Centres

It is to inform faculties deployed in main CABA-MDTP Centres of NCPUL, that their contract has been extended from 1-July-2020 to 30-Sep-2020 (for Centre Code 1748) and from 1-July-2020 to 30-Jun-2021 for other centers, on the same terms and conditions on which they have been employed, subject to submission of acceptance letter duly recommended by concerned centre Incharge (List of faculties enclosed). The acceptance letter for extension of contractual employment has been uploaded on website of NIELIT, Chandigarh.

1. All concerned faculties are requested to down load and print the Acceptance letter.
2. Please fill the blanks i.e. Name, Father's Name, Designation, Centre Code, Centre Name, and Centre address at appropriate places and sign it with date.
3. The letter **MUST** be counter signed and stamped by Centre Incharge.
4. **Please Note that mentioning wrong information like Emp-Code, Designation or Centre Name/Code, etc. will make the acceptance letter invalid.**
5. The scanned copy of signed acceptance letter should be sent through email at doeaccncpul@yahoo.in with Subject as "Acceptance Letter (<centre code>)".
6. The signed letter should be sent to NIELIT Chandigarh **by post in original** at following address latest by 10-July-2020.

Project Coordinator (NCPUL)
NIELIT Chandigarh,
Permeant Campus at Birla Farms,
Bada Phull, Rupnagar 140 001
7. The faculties are advised to retain a copy of acceptance letter for their own record.
8. It is to be noted that Salary of July 2020 will be disbursed only after receiving of the signed acceptance letter in **original** from the faculty.

J Bhatia
(Scientist 'D')