



रा. इ. सू. प्रौ. सं.  
**NIELIT**

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)  
**National Institute of Electronics and Information Technology (NIELIT)**  
(पूर्व में डीओईएसीसी सोसायटी/Formerly DOEACC Society)  
(इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार की एक स्वायत्त वैज्ञानिक संस्था)  
(An Autonomous Scientific Society of Ministry of Electronics & Information Technology (MeitY), Govt. of India)

कोलकाता  
Kolkata/Kol/Committee/41/23/296  
28<sup>th</sup> November 2023

## OFFICE MEMORANDUM

The Centre has taken several initiatives in order to make the recovery of the debts from a bunch of sundry debtors but recoveries from only a few debtors were successful. The Centre is, therefore, required to write off the Doubtful Debts dated back since 1982 from its Books of Accounts.

The matter was placed before the Executive Committee of the Centre and was deliberated in its 20<sup>th</sup> meeting held on 11.10.2023. As per decision of the EC in this regard, the following Committee is hereby constituted to initiate necessary action towards recovery/writing off the sundry debtors:

- |   |                  |
|---|------------------|
| 1. Shri Tapas Trivedy, Scientist-E          | Chairman         |
| 2. Smt. Debapriya Bhattacharyya, PTO        | Member           |
| 3. Dr. Kalyan Baital, Sc-D & Head (Finance) | Member-Secretary |

The Committee will be assisted by Shri Aditya Pramanik, Finance Officer in accomplishing its further course of actions.

The Report of the Committee is required to be submitted by 15.12.2023.

  
(V. Krishnamurthy)  
Executive Director

To: Members concerned

Copy to:

1. Shri Aditya Pramanik, Finance Officer
2. File