

**Instruction for Document Verification and Interview for Empanelment of IT Resource Persons
against Advertisement No. 07/223/2020/NDL/FM)**

- a. Candidates who have applied for empanelment of IT Resource Persons will report to NIELIT Delhi as per schedule on following address:

NIELIT Delhi
2nd Floor, Parsvnath Metro Mall
Inderlok Metro Station
Inderlok, Delhi-110052

- b. Schedule for Interview and document verification for various posts is available on NIELIT Delhi website at <http://nielit.gov.in/delhi/>. **All candidates must appear for document verification and Interview in given date and time only. Those reaching late shall not be entertained.**
- c. **Only those candidates, who clear document verification, will stay for Interview. Others may leave the venue.** Interview and document verification will be held on the same day.
- d. **Candidates must bring ALL original mark sheets, degrees, testimonials, DOB certificates, caste certificate (if applicable), experience certificate and self ATTESTED photocopies of each document along with Aadhar card** (any Govt. approved photo id) and one passport size photo on the day of document verification.
- e. The shortlisted candidates will be empanelled and based on requirement, they may be deployed on projects in various Govt. Departments by NIELIT Delhi Centre on contract basis initially for the period of six months (which may be further extended based on requirements/performance of the candidate) or upto the contract period with the client. **NIELIT does not guarantee to deploy all shortlisted candidates from panel.**
- f. Validity of empanelment will be three year w.e.f. the date of declaration of result.
- g. No TA/DA will be provided to candidates for appearing in Interview/document verification.
- h. Candidates have to follow Instructions, Guidelines and relevant orders of Government of India pertaining to COVID-19 pandemic.
- i. Candidates need to maintain social distancing (at least 6 feet) from each other at all the time.
- j. Candidates should sanitize hands by washing with soap/ hand sanitizer before entry to centre.
- k. Candidates are instructed to wear the mask all the time.
- l. At the time of entry, body temperature (using thermo guns) will be checked and candidates are required to strictly adhere to the instruction of security staff.
- m. Candidates have to install Aarogya Setu app in their mobile.
- n. The applicants are advised to visit the website of NIELIT Delhi centre <http://nielit.gov.in/delhi> for **schedule and any updates.**