

NIELIT Shimla

Date: 07-Sept-2020

Instructions to IT Faculties (For Acceptance Letter)

It is to inform to all IT Faculties deployed on Outsource/ Contract basis through NIELIT Shimla in Govt. Schools of Himachal Pradesh has extended the ongoing HP School Project from 01-July-2020 to 31-Dec-2020. The Acceptance Letter for extension of contractual employment from 01-July-2020 to 31-Dec-2020 has been uploaded on website of NIELIT, Shimla.

1. All IT Faculties deployed are requested to download and print the Acceptance letter.
2. Please fill the blanks i.e. Name, Father Name, designation, School Name, District of the school on appropriate places and sign it with date.
3. Please Note that mentioning wrong information like Emp-Code, Designation or School Name etc. will make the acceptance letter invalid.
4. **In the absence of receiving the Acceptance letter duly signed by EMPLOYEE, the salary from Sep 2020 onwards for the faculty will not be processed.**
5. **The Acceptance Letter through any E-mail / WhatsApp will not be accepted.**
6. **The SIGNED ORIGINAL ACCEPTANCE LETTER should reach to NIELIT Shimla by Registered Post latest by 21-Sept-2020 at following address:**

Project Incharge, H.P School Project
NIELIT Shimla,
Cedarwood Building,
Jakhoo Road,
Shimla 171001 (HP)

(इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी मन्त्रालय, भारत सरकार की स्वायत्त संस्था)

(An Autonomous Scientific Society of Ministry of Electronics & Information Technology, Govt. of India)

(Cedar wood Building, Jakhoo Road Shimla. HP -171001)

Phone: 0177-2650613, Fax: 0177-2804216 Email ID Shimla@nielit.gov.in

Website: www.nielit.gov.in/shimla

Acceptance Letter for extension of contractual employment.

Subject: Renewal of agreement of contractual employment between NIELIT Shimla and Mr. /Ms.
..... (Name of faculty) S/o D/o Sh. (Father Name).

An agreement is executed between the NIELIT Shimla and Mr. /Ms. Name of faculty) S/o D/o Sh. (Father Name) for contractual employment as (Designation) from 01-July-2020 to 31-Dec-2020 on the terms & conditions noted therein, followed by Acceptance Letter received from you for the period 01-July-2020 to 31-Dec-2020.

The said agreement is renewed with mutual consent of both the parties on terms and conditions therein, for the period from 01-July-2020 to 31-Dec-2020.

During the period of renewed agreement, Mr. /Ms. (Name of faculty) (Employee Code: H-.....) will continue to be posted as (Designation) in (School Name) (District).

The renewed agreement shall stand automatically terminated on completion of the term of this contract until further extended on mutual consent of both the parties.

This renewed agreement has been made co-terminus with the term of Memorandum of Understanding between NIELIT Shimla and Directorate of Higher Education, Lalpani, Shimla for imparting IT education and training in the Government Schools of Himachal Pradesh. The existing term of the MOU is up to 31-Dec-2020.

Signed by both the parties with mutual consent.

(Only For NIELIT Shimla)

(Signature of IT Faculty)

Signed on Date: _____

On Behalf of NIELIT, Shimla

Name: _____

Employee Code: H-_____

Designation: _____

Mobile Number: _____

Personal Email-id: _____

Permanent Address: _____

PinCode: _____

Please note that mentioning any wrong information Like Emp Code, Designation or School Name etc. will make acceptance letter invalid. Send Acceptance Letter in original to NIELIT Shimla by registered post.