

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान, कालिकट

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION
TECHNOLOGY, CALICUT**

OFFICE ORDER

No.DIR/OOR/19/05

14th August 2019

Ms. Aswathy T is appointed as the Resident Warden of our Ladies Hostels w.e.f. 14.08.2019 for a period of six months or till she vacates the Hostel or till further orders, whichever is earlier. In her absence, the responsibilities of Resident Warden will be handled by Ms. Kriti Gupta. The Resident Warden shall be provided rent-free accommodation in one of the Hostel Rooms.

The Resident Warden shall report to Ms. Santhakumari S, Dy. Hostel Warden, on all issues regarding Ladies Hostels.

M.P.Pillai

EXECUTIVE DIRECTOR

Copy to:

- 1) Ms. Aswathy T
- 2) Ms. Kriti Gupta
- 3) Mrs. Santhakumari S, Dy. Hostel Warden
- 4) Mr. Krishnan P, Hostel Warden
- 5) Jt. Director (F&A)
- 6) Training Officer
- 7) All Group Heads
- 8) Vigilance Officer
- 9) PIO
- 10) Web Administrator
- 11) Notice Boards
- 12) Security Officer
- 13) Canteen Contractor