

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY
CHANDIGARH

NIELIT/CH/ADMN-02/2017/425

Dated: 13th January, 2017

OFFICE ORDER

All Data Entry Operators working in Data Entry Section are being called for duty in morning session from 16.01.2017 to 31.01.2017. These Data Entry Operators will attend office six days a week i.e. from Monday to Saturday with weekly off on Sunday.

The working hours of these Data Entry Operators shall be from 7.00 a.m. to 2.00 p.m. with 20 minutes break from 11.00 a.m. to 11.20 a.m.

This issues with the approval of Director Incharge.



(Ragini)
Assistant Director (Admn.)

Copy to:

1. Director's Office
2. Additional Directors (Technical)
3. Additional Director
4. Joint Directors (Technical)/Joint Directors (Systems)
5. Vigilance Officer
6. Financial Controller
7. Sh. Gurpreet Singh, Deputy Director (Systems) -
8. Notice Boards

→ Please bring it in the notice
of staff working under you
and ensure compliance

With request to display the Office
Order on the Website of the Centre.