

राष्ट्रीय इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं) चंडीगढ़
National Institute of Electronics and Information Technology (NIELIT), Chandigarh

(इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार की स्वायत्त वैज्ञानिक संस्था)
(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Govt. of India)

Birla Farms, Bada Phull, Rupnagar, Punjab - 140001

Chandigarh Facility : IETE Building, Plot No. M-925, Sector-30B, Chandigarh - 160030

NIELIT/CH/ADMN-02/2024/2013

Dated: 14th May, 2024

OFFICE ORDER

Ms. Meenu Dhir, Scientist 'E' is nominated as **Liaison Officer** for SCs/STs/OBCs for NIELIT Ropar Centre with immediate effect. The duties of the Liaison officer will be as under:

- i) To ensure due compliance by the subordinate authorities in respect of reservation orders and other benefits admissible to SCs and STs.
- ii) To scrutinize and ensure prompt submission of the prescribed annual statements by the Appointing Authorities to the Ministry/Department and consolidation of the annual statements.
- iii) To conduct annual inspection of the Reservation Registers/Rosters being maintained by NIELIT Ropar Centre.

2. While functioning as Liaison Officer for SC/ST/OBC, Ms. Meenu Dhir, Scientist 'E' shall ensure compliance of all instructions/orders issued by Govt. of India from time to time. The assignment is in addition to Ms. Meenu Dhir's existing duties and responsibilities.

3. This issues with the approval of Executive Director.

To

Ms. Meenu Dhir,
Scientist 'E'



(Arvind Rawat)
Joint Director F&A-- (Admin)

Copy to:

1. The Registrar, NIELIT Headquarter, New Delhi.
2. All regular staff
3. Vigilance Officer
4. Assistant Director (Finance)
5. Ms. Suman, Sr. Technical Officer – with a request to upload on the website of the Centre.
6. Personal File
7. Hindi Section – To issue Hindi Version of the above order.

मुख्यालय : नाइलिट भवन, प्लॉट नंबर 3, पीएसपी पॉकेट, सेक्टर-8, द्वारका, नई दिल्ली-110077

HQs : NIELIT Bhawan, Plot No.3, PSP Pocket, Sector-8, Dwarka, New Delhi-110077 ईमेल/Email : contact@nielit.gov.in

Helpline No. (Toll Free) : 1800116511, Phone : 91-11-25308300

वेबसाइट/Website : http://www.nielit.gov.in/

दूरभाष/Phone : Ropar Reception : 01881-257005

ईमेल/Email : dir-chandigarh@nielit.gov.in

Chandigarh Reception : 0172-2650121

वेबसाइट/Website : http://www.nielit.gov.in/chandigarh