

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

I/3016183/2021

(An ISO 9001 : 2008 Certified Organisation)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
Ministry of Electronics and Information Technology, Government of India

Ref. 64(4)/2019/

I-13018/5/2020-Administrator-Part(1)/566

December 13, 2021

OFFICE ORDER

Consequent upon relieving from the duties of Delhi Transport Infrastructure Development Corporation Limited (DTIDC), with effect from 09/12/2021 (AN) and repatriation to his parent department, Sh. B.S. Shishodia, PTO / Dy Director (Civil), is hereby taken on the rolls of NIELIT Headquarters with effect from the forenoon of 10/12/2021.

2. Sh. Shishodia will report to Registrar, NIELIT.

3. Further, in continuation of Office Memorandums of even number dated 23/01/2020, 08/01/2021 & 06/07/2021, with the approval of the Competent Authority, Sh. Shishodia is assigned following activities / job roles :

- a. Outsourced manpower related matters;
- b. Building, maintenance, safety and security;
- c. Advertisement;
- d. Canteen Management,
- e. Stores management;
- f. Protocol & Official vehicle management;
- g. Ticketing & Tour Management
- h. Construction, renovation & major repairs of NIELIT Buildings in Delhi &NCR.

4. Accordingly, the earlier Office Memorandums may be read as modified to the following extent:

- i. Duties and responsibilities of Sh. Sandeep Kumar Scientist 'D' / JD(Projects) will exclude the activities assigned to Sh. Shishodia PTO/DD(Civil).
- ii. Sh. Sandeep Kumar, Scientist 'D' / JD(Projects) will report to Registrar, NIELIT for activities related to Purchase / Procurement. For all other activities related to Projects, Sh. Sandeep Kumar Scientist 'D' / JD(Projects) will report to Sh. Shameem Khan, Scientist 'E' / HoD (T).

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- 5 Other Officers / Officials / Staff Members associated with activities / job roles will report to the officers concerned, accordingly.
- 6 This issues with the approval of the Competent Authority.

[Susheel Kumar Gabgotra]  
Registrar In-charge

13/12/2021

To,

The Concerned Employees

Copy to :

1. Head of Wings, NIELIT HQ
2. Service Book / Personal file of the concerned employee.
3. IT Infrastructure Branch – *with a request to update NIELIT website accordingly*
4. Official Language Section, NIELIT HQ – *with a request to issue Hindi Version of the above order*
5. Guard File / Office Order file

Copy only for kind information to :

1. The Director General, NIELIT
2. CVO, NIELIT

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केन्द्र :	अगरतला, आइजॉल, औरंगाबाद, अजमेर, भुवनेश्वर, कालीकट, चंडीगढ़, चैन्नैई, दिल्ली, गंगटोक, गोरखपुर, गुवाहाटी, हरिद्वार, इम्फाल, ईटानगर, कोलकाता, कोहिमा, कुरुक्षेत्र, पटना, रोपड़, रांची, शिमला, शिलांग और श्रीनगर
विस्तार केन्द्र :	अलावलपुर, पासीघाट, तेज, सिलचर, डिब्रूगढ़, कोकराझार, जोरहाट, तेजपुर, जम्मू, लेह, सेनापति, चुराचंद्रपुर, तुरा, लुंग्लेई, चुचुइमलांग, पाली और लखनऊ
Centers :	Agartala, Aizwal, Aurangabad, Ajmer, Bhubaneswar, Calicut, Chandigarh, Chennai, Delhi, Gangtok, Gorakhpur, Guwahati, Haridwar, Imphal, Itanagar, Kolkata, Kohima, Kurukshetra, Patna, Ropar, Ranchi, Shimla, Shillong and Srinagar
Extension Centres :	Alawalpur, Pasighat, Teju, Silchar, Dibrugarh, Kokrajhar, Jorhat, Tejpur, Jammu, Leh, Senapati, Churachnadpur, Tura, Lunglei, Chuchuyimlang, Pali and Lucknow