

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

(An ISO 9001 : 2008 Certified Organisation)

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


No. A-20/1/2020-Admin (E-4196) | 85

02nd February, 2023

OFFICE MEMORANDUM

With the approval of Competent Authority, Shri Ashwin Pawar, Deputy Director (Technical) is hereby nominated as **Liaison Officer** for SCs/STs/OBCs/PWDs & EWS for NIELIT HQs 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/STs/OBCs/PWDs & EWS;
 - 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 liaise between the Ministry/Department and Centres for providing required information, answering queries and clearing doubts;
 - iv. To conduct annual inspection of the Reservation Registers/Rosters being maintained by NIELIT Centres and Headquarters;
2. While functioning as Liaison Officer for SCs/STs/OBCs/PWDs & EWS, Shri Ashwin Pawar shall ensure compliance of all instructions/orders issued by Govt. of India from time to time. This assignment is in addition to Shri Ashwin Pawar's existing duties and responsibilities.


(R. P. PANDEY)
Registrar

Shri Ashwin Pawar
Deputy Director (Technical)
NIELIT Headquarters, New Delhi

Copy to:

1. Executive Directors/Directors/Directors-in-charge, All NIELIT Centres
2. All HOWs, NIELIT HQs
3. Personal file of Shri Ashwin Pawar, Deputy Director (Technical)
4. Guard file

Copy also for information to: -

- i) Director General, NIELIT
- ii) CVO, NIELIT