

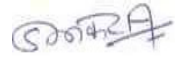
Ref. No. 1(79)/2019 – NIELIT Vol. II/

22/03/2020

## OFFICE MEMORANDUM

In supersession of all earlier orders in connection with preventive measures being taken to contain spread of COVID-19, in compliance of the latest DoPT instructions as contained in their OM No. 11013/9/2014-Estt-(A-III) and Govt of NCT of Delhi's Order No. F.51/DGHS/PH-IV/COVID-19/2020/prsecyhfw/3064-3163 both dated 22/03/2020, it is decided that all the staff members of NIELIT Headquarters of all groups and categories will work from home with effect from 23/03/2020, up to 31.03.2020, or until further orders, whichever is earlier, however, ensuring that transport, security, fire service, electricity, housekeeping and essential financial services are maintained.

2. While working from home, all the concerned staff members will ensure their constant availability over phone/ internet. The staff members will attend duty in office if called for, in case of any work exigency, without fail.
3. The staff members will accordingly onwards convey to the contractual manpower working under respective supervisory control to work from home and report in office on duty, if called for in case of exigency of work.
4. This issues with the approval of the Competent Authority.



(Janak Raj)  
Registrar

To

1. All the employees of NIELIT Headquarters
2. Webmaster, NIELIT Headquarters – for uploading on NIELIT's website

Copy for kind information to: -

1. CVO, NIELIT
2. The Staff Officer to the Director General, NIELIT