

National Institute of Educational Planning and Administration
(Deemed to be University u/s 3 of UGC Act of 1956)
17-B, Sri Aurobindo Marg, New Delhi – 110 016

F.No. 13-1.8/AO/2022-23/Circular
Dated: September 27, 2022

CIRCULAR

Sub: Proposed NAAC Team Visit from 12 – 14 October, 2022 – reg.

As you are aware that the NAAC Team is visiting the Institute on 12th October, 2022 and will continue their visit/ activities upto 14th October, 2022.

All employees are requested to ensure their presence in the office during these days so as to coordinate the process.

Normally to ensure 100% attendance, no leave should be taken except in the event of any contingency, where an employee may apply through proper channel and may avail the leave, only after getting permission of the Competent Authority.



Dr. D.S. Thakur
Administrative Officer (I/c)

To

All the Employees (Faculty, Staff & Officers)
All the Project Staff

CC:

- 1) PS to the Vice-Chancellor – for information
- 2) PA to Registrar – for information
- 3) System Analyst – to upload on the NIEPA website in **Staff Corner**