

No.F.NUEPA/Admn/RO/Circular/030/2022-23  
**National Institute of Educational Planning and Administration**  
(Deemed to be University u/s 3 of the UGC Act)  
17-B, Sri Aurobindo Marg, New Delhi - 110016

Dated: September 30, 2022

**C I R C U L A R**

**e-Samarth Leave Management Module**

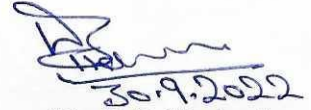
The e-SAMARTH Module has been configured and details of leave have been updated in the Leave Management Module. For smooth transaction and operatibility it has been decided that Samarth Leave Module will be effective from October 1, 2022.

The Establishment sections, maintaining the records of employees, i.e., by the Academic Administration for Faculty and Group 'A' Officers and Personnel Section for Group 'B', 'C' and other employees etc., may accordingly visit the Portal, and review the position so that the Samarth Leave Management Module is functional and successfully run from the date mentioned above.

Link: [http://niepa.ac.in/niepa\\_samarth.aspx](http://niepa.ac.in/niepa_samarth.aspx)

The login and passwords have been provided by the ICT Unit to all employees and any other support required may be obtained from the System Analyst/ Head, ICT for necessary enrolling and its effective use.

This has the approval of the Competent Authority.



(Dr. D.S. Thakur)

Administrative Officer (I/c), NIEPA

To

**All Faculty, Staff and Officers**

CC:

1. Section Officer (Academic Administration)
2. Section Incharge (Personnel Section)
3. Finance Officer, NIEPA
4. Systems Analyst, NIEPA – for uploading on the website – '**Staff Corner**'
5. Sr. PS to the Hon'ble Vice Chancellor – for the information of the VC
6. PA to Registrar