



National Institute of Educational Planning and Administration
(Deemed to be University U/s-3 of the UGC Act, 1956)
17-B, Sri Aurobindo Marg, New Delhi- 110016

F.No. 14-1/2014-Pers. (Misc.) Vol II
Date: 31-10-2022

Circular

In continuation to Office Circular dated 30.09.2022, this is to inform to all Group 'B' and 'C' employees that the Leave Management Module is activated on e-Samarth Portal. You all are requested to kindly apply leave through online mode through e-Samarth Portal. In case of any difficulty, you may contact Shri Dhruv (Junior Project Consultant) in the Personnel Section between 3:00 pm to 4:00 pm on all working days. (PBX No. 011-26544832).

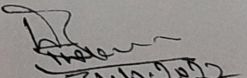
The link to apply leave through e-SAMARTH portal is as under:

Link: http://niepa.ac.in/niepa_samarth.aspx

Those who have not yet got their Login-ID and Password may please contact Mr. Jaya Kumar (Junior Project Consultant) and Mr. Omender Kumar (Junior Project Consultant) in Computer Lab on IIIrd Floor on PBX No.011-26544879, 26544882.

No other mode of leave application will be accepted other than the online mode.

This issues with the approval of the Competent Authority.


(Dr. D.S. Thakur)

Administrative Officer (I/c)

To,

All Group 'B' and 'C' Employees

1. Sr. PS to the Hon'ble Vice Chancellor- for the information of the VC
2. PA to Registrar
3. Finance Office, NIEPA
4. In-charge (Personnel Administration)
5. Section Officer (Academic Administration)
6. Section Officer (General Administration)
7. Head, ICT
8. Systems Analyst, with the request to upload circular on NIEPA website- under Staff Corner and send group mail to all Group 'B' and 'C' Employees.