

F. No. 14-3/2023-Estt. (Misc)
National Institute of Educational Planning and Administration
17-B, Sri Aurobindo Marg, New Delhi - 110016

October 18, 2023


NOTIFICATION

It has been observed by the Competent Authority that many of the employees have been submitting their representations directly to the Vice Chancellor or Registrar without following the proper channel.

Therefore, all the employees are advised that as and when they are required to submit any representation, the same should be routed through their respective Sectional head/Unit head/ Department head.

The representations not forwarded through proper channel shall not be entertained.

For strict compliance please.


Registrar (I/C)

To

All concerned

CC:

1. Sr. PS to VC - for information of hon'ble Vice Chancellor
2. PA to Registrar - for record
3. Administrative Officer (I/c)
4. Systems Analyst - with a request to upload the notification on the website.
5. Master File
6. Section's Guard File