



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

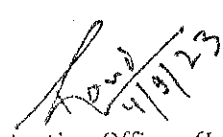
F.No. NUEPA/Admin/RO/Circular/030/2019

Date: September 04, 2023

**NOTIFICATION**

It is observed that urgent works get delayed during the absence of Section in-charges and Officials of the different Section/Units. Therefore, it has been decided that during the period of absence, all the Section in-charges/ Officials have to give their charge of duty to another Section In-charges/ Officials who shall ensure that all routine work are discharged as usual.

This issues with the approval of the Competent Authority.

  
Administrative Officer (I/c)

To

All Section In-charges/Official of all the Sections/Units

Copy to:

1. Sr. P.S. To the Vice-Chancellor – for kind information of the Hon'ble VC
2. PA to Registrar – for information
3. Administrative Officer (I/c)
4. Finance Officer
- ✓ 5. Systems Analyst – with the request to upload the Notification on the Institute's website