

प्रशासन Administration

राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर
NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR
(शिक्षा मंत्रालय, भारत सरकार के तत्वावधान में राष्ट्रीय महत्व का एकस्वायत्त संस्थान)
(An autonomous Institute of National Importance under the aegis of Ministry of
Education, Govt. of India)
हज़रतबल, श्रीनगर, जम्मू-कश्मीर, 190006, भारत
Hazratbal, Srinagar Jammu and Kashmir, 190006, India



आदेश संख्या (ORDER No. 383): ऑफ (of) 2025
दिनांक (Date): 20 / 06 /2025

Pursuant to directions of the Competent Authority, the officer/official shall hand over all official assets, records, equipment or property on demitting the office on account of transfer, change/completion of the Institute assignment to his/her successor. All such items are issued to the **office or the post**, and not to any individual. These materials must remain with the office to ensure continuity and accountability.

Further, officers/officials who have retained office property (official assets, records, equipment, etc.) acquired during their previous posting are required to return the same to the concerned office without delay. The estate section shall report on the previous shifting of equipment, asset property, etc., to the Director's office.

This is issued with the approval of the Competent Authority.

APL
20/06/25
Registrar (I/c)
NIT Srinagar
20/6/25 *20.06.2025*

सं./No.: (एनआईटीएस/NITS)/ADM)/2025/234

दिनांक/Date: 20 / 06 /2025

प्रतिलिपि/Copy To:

1. All Deans/HoDs/HoCs for information.
2. DRs/ARs/other Controlling Officers for information.
3. Assistant Registrar to the Director's Office for the kind information of the Director.
4. O/o Registrar for the information of Registrar.
5. Web Developer for uploading to the Institute website.
6. Concerned File.