

**OFFICE OF THE DIRECTOR**  
**Northern India Engineering College**  
**New Delhi**

DIR/Gen-Admin/2016-17

June 01, 2017

**OFFICE ORDER**

**Attn: All HODs**

Joint Assessment committee (JAC), Expert Team from GGSIP University, Delhi is visiting our College for inspection on 2<sup>nd</sup> June, 2017 (Friday).

All the HODs are hereby advised to keep their department in neat & clean condition. Labs, workshop and other facilities should be in working order and ready for inspection.

Please ensure that nobody is permitted to take leave in view of the inspection.

All the faculty members, staff and other employee will not leave the College till the inspection is over.



**Prof. (Dr.) G. P. Govil**  
**Director**

**Copy for Information to;**

1. CEO, NIEC, New Delhi.
2. Director (coordination), NIEC, New Delhi.
3. Sr. Dy. Director (Construction), NIEC, New Delhi.
4. Principal (B.Tech. 1<sup>st</sup> Shift), NIEC, New Delhi.
5. Asstt. Director (HR) & OSD to Hon'ble Chairperson, NIEC, New Delhi.
6. Chief Accounts Officer (Accounts), NIEC, New Delhi.
7. Incharge (2<sup>nd</sup> Shift), NIEC, New Delhi.
8. All HODs/DIs, NIEC, New Delhi – Please circulate among the faculty & staff members.
9. Dr. Saurabh Gupta, Incharge (Website Cell), NIEC, New Delhi.
10. Incharge (Examination), NIEC, New Delhi.
11. Compliance Officer-cum-Executive Coordinator (HR), NIEC, New Delhi.
12. Librarian, Central Library, NIEC, New Delhi.
13. Asstt. Registrar (Admission Cell), NIEC, New Delhi.
14. Asstt. Registrar (Examination Cell), NIEC, New Delhi.
15. Training & Placement Cell, NIEC, New Delhi.
16. Sr. Executive Officer (Bio-Metric Attendance Cell), NIEC, New Delhi.
17. J.E. (Electrical), NIEC, New Delhi.
18. J.E. (Civil), NIEC, New Delhi.
19. Infirmary Department, NIEC, New Delhi.
20. Supervisor (Construction), NIEC, New Delhi.
21. Incharge (Stores), NIEC, New Delhi.
22. Maintenance Incharge, NIEC, New Delhi.
23. Canteen Incharge, NIEC, New Delhi.
24. Security Supervisor, NIEC, New Delhi.
25. Notice Boards, NIEC, New Delhi.