



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि.प्र.) - 177 005 (भारत)
(एक राष्ट्रीय महत्व का संस्थान शिक्षा मंत्रालय के तहत)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)
(An Institute of National Importance under Ministry of Education)

OFFICE ORDER

It has been observed that the faculty / staff members are sending proposals for consideration in hard form despite the fact that proper mail IDs have been created to facilitate and expedite the paperless communication system through e-office.

Therefore, it is hereby emphasized that all the faculty & staff will submit their requests/ proposals through proper channel (s) to the section heads concerned and avoid the submission of hard prints of the communication except specifically required. Further, on receipt of said communication from the individuals, the department / section concerned will process the same for approval of the competent authority through e-office to minimize the paper work.


22/09/25

DIRECTOR

NIT HAMIRPUR

Dated:- 22/09/2025

No.NIT/HMR/ Admin O/O 97/2025/ 6219-49

Copy forwarded for information & compliance to:-

1. Registrar, NIT Hamirpur.
2. All Deans/ Heads of Department /Branch officers.
3. Faculty / Staff through e-mail
4. Faculty Incharge (Computer Centre) for uploading on Institute website.
5. E-office file.