

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, HauzKhas, New Delhi-110 016

No. NI/V/10/89-Pers

Dated: 29.07.2022

OFFICE ORDER No. 150/2022

Consequent upon acceptance of request of Shri Gopal Dutt for voluntary retirement, Shri Gopal Dutt, Assistant is retired and relieved from the services of the Institute w.e.f. 29.07.2022 A/N, (30.07.2022 & 31.07.2022 being closed holidays as Saturday and Sunday). He will hand over all physical files, documents, record etc including e-office files alongwith a list of the same to Shri Hukam Singh Aswal, Assistant.

Shri Gopal Dutt
Assistant
NIPCCD, New Delhi

[Signature]
(Dr. Sanghamitra Barik)
Joint Director (CS)

Distribution:-

1. All Joint Directors/Regional Directors
2. Accounts Officer
3. Editor
4. AAO (G)/Library/DCWC
5. Personal File/ Service Book of Shri Gopal Dutt, Assistant
6. Shri Hukam Singh Aswal – with a request to take over of all e-office files, hard files & documents etc. from Shri Gopal Dutt, Assistant.
7. Office Order file.

[Handwritten signature]
29/7/22

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, HauzKhas, New Delhi-110 016

No. NI/IV/20/89-Pers.

Dated: 29.07.2022

OFFICE ORDER No. 149/2022

Consequent upon acceptance of request of Shri Jayant Mahajan for voluntary retirement, Shri Jayant Mahajan, Assistant Administrative Officer is retired and relieved from the services of the Institute w.e.f. 29.07.2022 A/N, (30.07.2022 & 31.07.2022 being closed holidays as Saturday and Sunday).

Shri Jayant Mahajan
Assistant Administrative Officer
NIPCCD, New Delhi


(Dr. Sanghamitra Bank)
Joint Director (CS)

Distribution:-

1. All Joint Directors/Regional Directors
2. Accounts Officer
3. Editor
4. AAO (G)/Library/DCWC
5. Personal File/ Service Book of Shri Jayant Mahajan, AAO
6. Office Order file.

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110 016

No. NI/V/16/85-Pers

Dated: 31.10.2022

OFFICE ORDER No. 256/2022

On attaining the age of superannuation on 31.10.2022, Shri Rajesh Kumar, Plumber is retired and relieved from the services of the Institute w.e.f. 31.10.2022 (A/N).

2. This issues with the approval of the Competent Authority.


(B. Toppo)

Assistant Admn. Officer I/C

Shri Rajesh Kumar,
Plumber
NIPCCD, New Delhi

Distribution:

1. Director Office
2. All Joint Directors/Regional Directors
3. Accounts Officer/*Assistant Project officer*
4. Editor
5. Smt. Vandana Sharma, Assistant Director, AAO (G)/Library
6. Personal File/ Service Book of Shri Rajesh Kumar, Plumber
7. Office Order file.

National Institute of Public Cooperation and Child Development
5 Siri Institutional Area, Hauz Khas, New Delhi 16

No. JD(CS&PC)/Misc./2022-23/22

Dated: 04.11.2022

OFFICE MEMORANDUM

Subject: Reconstitution of Complaints Committee to look into complaints of Sexual Harassment of Women at Workplace at NIPCCD Headquarters.

In supersession of Institute's OM of even number dated 02.11.2018 on the subject mentioned above in terms of provision made under Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Director has reconstituted an Internal Complaints Committee (ICC) for receiving and redressal of complaints of Sexual harassment for NIPCCD as mentioned below:

S.No.	Name & Designation	Contact & Email ID	Remarks
1.	Dr. Sanghamitra Barik, Joint Director, NIPCCD, New Delhi	Ph. 7982485975 ID: sbarik.nipccd@gov.in	Presiding Officer
2.	Ms. Hemambika Verma, Editor, NIPCCD, New Delhi	Ph. 9817141091 ID: hemambika.nipccd@gov.in	Member
3.	Dr. S.S. Senapati, Assistant Director (Trg.) NIPCCD, New Delhi	Ph. 8447075557 ID: Shekhar.nipccd@gov.in	Member
4.	Ms. Lalitha S.A, Vice President, Society for Participatory Integrated Development (SPID)	Ph. 9818759685 ID: lalithasa10@gmail.com info@spidsociety.org spidsociety@gmail.com	Member

2. The Presiding Officer and other members of the Committee shall hold office for a period not exceeding three years from the date of issue of this memorandum or up to the date of reconstitution of the committee or till they cease to work in their organisation whichever is earlier.

3. This issues with the approval of the competent authority.

(P. R. Meena)

Deputy Director (Admn.)/c

Distribution:

1. Dr. Sanghamitra Barik, Joint Director, NIPCCD, New Delhi
2. Ms. Hemambika Verma, Editor, NIPCCD Headquarter, New Delhi
3. Dr. S.S. Senapati, Assistant Director (Trg.) NIPCCD Headquarter, New Delhi
4. Ms. Lalitha S.A, Vice President, Society for Participatory Integrated Development (SPID) 167, B- Block, Street-11, Shyam Kunj, Goyala Extn. Near Dwarka Sector-19 B, New Delhi-110071
5. PS to Director
6. All Joint Directors/ Regional Directors
7. Deputy Director (Admin.)
8. All Section Head
9. Smt. Vandana Sharma, Assistant Director- with request to upload on website of the Institute
10. Notice Board

NATIONAL INSTITUTE OF PUBLIC COOPERATION AND CHILD DEVELOPMENT
5 SIRI INSTITUTIONAL AREA, HAUZ KHAS, NEW DELHI-110016

Dated: 14.12.2022

NO.NIXI/12/2005-Pers.(Vol.II)

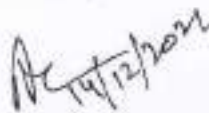
OFFICE MEMORANDUM

Subject: Appointment of Central Public Information Officer (CPIO) –reg

In partial modification of Institute's earlier Office Memorandum dated 25-10-2021, Dr. Naveeda Khatoon, Dy. Director has been appointed as Central Public Information Officer (CPIO) at the Headquarter, New Delhi, in terms of Section 5 and Section 19 (1) of the Right to Information Act., 2005. The address of the CPIO is as under:

Dr. Naveeda Khatoon,
Deputy Director
NIPCCD Headquarters, Hauz Khas
New Delhi
Tel.011-2693204
Email:naveeda.nipccd@gov.in

2. This issues with the approval of the Competent Authority.


(P.R. Meena)

Deputy Director(Admn.)

Copy for information to:

1. Office of Director
2. All Joint Directors/Regional Directors
3. DD(Admn.)/Editor
4. All Accounts Officer/Asstt. Admn. Officer
5. Asstt. Director, IT- with a request to upload the OM on Institute's Website
6. Deputy Secretary & Joint Registrar, Designated Officer to CIC, CIC Bhawan, Baba Gagnath Mag, Munirka, New Delhi-110066
7. Under Secretary, Coordination, MWCD, Shastri Bhawan, New Delhi
8. Personal File of the Officer concerned
9. Office Order File
10. Notice Board of the Institute
11. Dr. S.S. Senapati, Assistant Director, NIPCCD, New Delhi-16.

National Institute of Public Cooperation & Child Development
5, Siri Institutional Area, HauzKhas, New Delhi 110 016

No. NIPCCD-16013/4/2022-Pers.

Dated: 21.12.2022

Office Order No. 301/2022

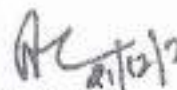
Consequent upon acceptance of the recommendations of the Departmental Promotion Committee for Group 'B' posts made in its meeting held on 19.12.2022 by the Director, NIPCCD, Sh. H.S. Aswal, Assistant is promoted to the post of Assistant Administrative Officer on regular basis in level-7 (44900-142400) of 7th CPC pay matrix with effect from the date he assumes the charge of his new post. He is posted at Personnel Section at Headquarters, New Delhi. He should report for duty to Director, NIPCCD at New Delhi within one month from the date of issue of this Office Order.

2. Failure to report for duty on promotion will debar him for promotion to the post of Assistant Administrative Officer for a period of one year from the date of refusal of promotion and that too, subject to availability of the post and fresh recommendations of the Departmental Promotion Committee in terms of Government of India, Department of Personnel and Administrative Reforms O.M. No. 22034/3/81-Estt. (D) dated 01.10.1981.

3. He has already been granted financial up-gradation in pay Level 7 (pre-revised Grade Pay Rs. 4600/-) under MACP Scheme. Therefore, his pay will not be fixed on promotion to the post of Assistant Administrative Officer.

4. This issues with the approval of the Competent Authority.

Sh. H.S. Aswal
Assistant
NIPCCD, New Delhi


(P.R. Meena)
Deputy Director (Admn.) I/c

Distribution:-

1. Director Office
2. All Joint Directors/Regional Directors
3. Deputy Director (Admn.)
4. Editor
5. Assistant Director & Incharge IT
6. Accounts Officers/ All AAOs
7. Personnel file of concerned officer
8. APAR Cell
9. Office Order file

NATIONAL INSTITUTE OF PUBLIC COOPERATION AND CHILD DEVELOPMENT
5, SIRI INSTITUTIONAL AREA, HAUZ KHAS, NEW DELHI - 110016

No. NI/XI/11/87-Pers.

Dated: 16.01.2023

OFFICE ORDER NO.15/2023

Dr. Naveeda Khatoon, Deputy Director has been assigned the duties of Welfare Officer of the Institute by the Competent Authority for a period of one year with immediate effect in addition to her normal duties of Deputy Director.

2. She will not be entitled to any remuneration/honorarium for performing the task of the Welfare Officer. A copy of duties and responsibilities assigned to Welfare Officer is enclosed for reference.
3. This issues with the approval of the Competent Authority.


(Dr. Sanghamitra Barik)
Joint Director (CS)

Encls: As above

Dr. Naveeda Khatoon
Deputy Director
NIPCCD
New Delhi

Distribution:-

1. PS to Director
2. All Joint Directors / Regional Directors
3. Deputy Director (Admin.)
4. Editor
5. Smt. Vandana Sharma, Assistant Director
6. All Section / Unit Heads
7. Personal File of Dr. Naveeda Khatoon
8. Office Order File

राष्ट्रीय जन सहयोग एवं बाल विकास संस्थान
5, सीरी इस्टीट्यूशनल एरिया, हौज खास, नई दिल्ली- 110 016

दिनांक: 31.01.2023

एनआई/ V/4/90/कार्मिक

कार्यालय आदेश सं. 30/2023

श्रीमती शशि प्रभा भूटानी, अपर श्रेणी लिपिक के स्वेच्छिक सेवानिवृत्त के अनुरोध की स्वीकृति के
व्यवस्थापक, श्रीमती शशि प्रभा भूटानी, अपर श्रेणी लिपिक दिनांक 31.01.2023 (अपरान्ह) से सेवानिवृत्त
कर संस्थान की सेवा से मुक्त हो जायेंगी।

यह सबब प्राधिकारी की मंजूरी से जारी किया जा रहा है।

(पी. आर. मीना)
उपनिदेशक (प्रशासन)

श्रीमती शशि प्रभा भूटानी,
अपर श्रेणी लिपिक
संस्थान
नई दिल्ली-110016

प्रतिलिपि:

1. निदेशक कार्यालय
2. सभी संबन्धित निदेशक/क्षेत्रीय निदेशक
3. प्रशासिकारी
4. उपनिदेशक (प्रशासन)
5. सहायक, सहायक प्रशासनिक अधिकारी (सामान्य)
6. श्रीमती चन्दना शर्मा, सहायक निदेशक/पुस्तकालय
7. व्यक्तिगत फाइल श्रीमती शशि प्रभा भूटानी, अपर श्रेणी लिपिक
8. कार्यालय आदेश फाइल

राष्ट्रीय जन सहयोग एवं बाल विकास संस्थान
5, सीरी इंस्टीट्यूशनल एरिया, हौज खास, नई दिल्ली- 110 016


सं. एनआई/ V/ 26/ 86/ कार्मिक/ पार्ट-2

दिनांक 31.01.2023

कार्यालय आदेश सं. 31/2023

दिनांक 31.01.2023 (अपराह) को अधिवर्षिता की आयु पूरी करने पर श्री कं. कं. श्रीवास्ता, आर. आर. विजुअल टेक्नीशियन को सेवानिवृत्त किया जाता है और उन्हें संस्थान में उनकी सेवाओं से दिनांक 31.01.2023 (अपराह) को मुक्त किया जाता है !

यह सचन प्राधिकारी की मंजूरी से जारी किया जा रहा है।


(पी. आर. मीना)
उपनिदेशक (प्रशासन)

श्री कं. कं. श्रीवास्ता
आर. आर. विजुअल टेक्नीशियन
निर्वासन
नई दिल्ली-110016

प्रतिलिपि:

1. निदेशक कार्यालय
2. सभी संयुक्त निदेशक/ क्षेत्रीय निदेशक
3. उपनिदेशक (प्रशासन)
4. लेखाधिकारी
5. संपादक/ सहायक प्रशासनिक अधिकारी(सामान्य)
6. श्रीमती चन्दना शर्मा, सहायक निदेशक, / पुस्तकालय
7. व्यक्तिगत फाइल श्री आर. आर. विजुअल टेक्नीशियन
8. कार्यालय आदेश फाइल

राष्ट्रीय जन सहयोग एवं बाल विकास संस्थान
ब, सीरी इंस्टीट्यूशनल एरिया, हौज खास, नई दिल्ली- 110 018


सं. 32/2023/कार्यालय/घाट-2

दिनांक: 31.01.2023

कार्यालय आदेश सं. 32/2023

दिनांक 31.01.2023 (अपराह्न) को अविवाहिता की आयु पूरी करने पर श्रीमती सती देवी वी. एस. आशुलिपिक ग्रेड-1 को सेवानिवृत्त किया जाता है और उन्हें संस्थान में उनकी सेवाओं से दिनांक 31.01.2023 तक का मुक्त किया जाता है।

यह राजम प्राधिकारी की मंजूरी से जारी किया जा रहा है।



(पी. आर. मीना)
उपनिदेशक (प्रशासन) प्रभारी

श्रीमती सती देवी वी. एस.
आशुलिपिक ग्रेड-1
नई दिल्ली-110018

प्रतिलिपि:

1. निदेशक कार्यालय
2. सभी संयुक्त निदेशक/क्षेत्रीय निदेशक
3. उपनिदेशक (प्रशासन)
4. सहायिका
5. संचालक/ सहायक प्रशासनिक अधिकारी(सामान्य)
6. श्रीमती वन्दना शर्मा, सहायक निदेशक, /पुस्तकालय
7. व्यक्तिगत फाइल श्रीमती सती देवी वी. एस., आशुलिपिक ग्रेड-1
8. कार्यालय आदेश फाइल

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110016

No.NI/CD/JD/OO/90/22-23

22.02.2023

Office Order No.01/2023

As per the approval of the competent authority, the following Faculty and CGC/AGSC Staff are deputed to attend Training at NIMHANS, Bengaluru from 1-10 March, 2023:

NIPCCD	Name	Designation
Headquarters (New Delhi) Child Guidance Centre (CGC) and Adolescent Guidance Service Centre (AGSC)	Ms. Yashika Malhotra Ms. Kanika Mohan	Child and Adolescent Counsellor (AGSC) Child and Adolescent Counsellor (AGSC)
Regional Centre Indore	Shri Nilesh Shinde Ms. Anjuman	Research Assistant Faculty NIPCCD Social Worker
Regional Centre Bengaluru	Ms. Jaya Ranjini	Assistant Director Faculty NIPCCD
Regional Centre Mohali	Ms. Sunita Seshadari Mr. Shashi Kant Singh	Deputy Director Faculty NIPCCD & In-charge CGC Social Worker
Regional Centre Lucknow	Ms. Laena Kumari	Assistant Director Faculty NIPCCD & In-charge CGC
Regional Centre Guwahati	Ms. Kashmiri Boruah	Assistant Director Faculty NIPCCD

- The concerned officials need to report a day before the Training and can proceed for their respective places only after 6.00 pm on 10th of March 2023 or the following day. The officials will get TA/DA as per their entitlement and the full time CGC staff functioning under the project will receive TA/DA as per Office Memorandum dated 15th November, 2018 (copy overleaf). The concerned officials are also requested to book the tickets on their own in terms of Department of Expenditure, Ministry of Finance OM No.19024/03/2021-E.IV dated 16-06-2022.
- The participants may indicate their boarding arrangement as per the mail sent earlier.
- The expenditure for the above Training will be borne by the respective Centres. The participants are not to pay any fees but will bear all the boarding and lodging expenses from TA/DA.

This issues with the approval of competent authority.

Prinastan
(Parul Srivastav)
Joint Director
Child Development Division

Copy for information to:

- All Joint/Regional Directors
- All concerned Faculty and Staff
- Deputy Director (Admn.)-I/c
- Accounts Officer/Assistant Project Officer
- AAQPT
- AAQGT-I/c
- Office Order File

Hema (22/2/23)

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110 016

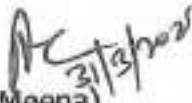
No. NI/V/2/87-Pers.

Dated: 31.03.2023

OFFICE ORDER No. 90/2023

On attaining the age of superannuation on 31.03.2023, Shri Surender Singh, Assistant is hereby retired and relieved from the services of the Institute w.e.f. 31.03.2023 (A/N).

2. This issues with the approval of the Competent Authority.


(P.R. Meena)
Deputy Director (Admn.) I/c

Shri Surender Singh
Assistant
NIPCCD, New Delhi

Distribution:-

1. Director's Office
2. All Joint Directors/Regional Directors
3. Deputy Director (Admn.) I/c
4. Accounts Officer/APO (Accts.)
5. Editor/AAO(G) I/c
6. Smt. Vandana Sharma, Assistant Director
7. Personal File/ Service Book of Shri Surender Singh, Assistant
8. Office Order file.

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110016

24.04.2023

No.NI/CD/JD/OO/90/23-24

Office Order No.03/2023

As per the approval of the competent authority, the following Faculty and CGC/AGSC Staff are deputed to attend Block 2 of Training on 'Child and Adolescent Mental Health Interventions and Psycho-Social Care' at NIMHANS, Bengaluru from 17-26 June, 2023:

NIPCCD	Name	Designation
Headquarters (New Delhi) Child Guidance Centre (CGC) and Adolescent Guidance Service Centre (AGSC)	Ms. Yashika Malhotra Ms. Kanika Mohan	Child and Adolescent Counsellor (AGSC) Child and Adolescent Counsellor (AGSC)
Regional Centre Indore	Shri Nilesh Shinde Ms. Anjuman	Research Assistant Faculty NIPCCD Social Worker
Regional Centre Mohali	Ms. Sunita Seshadari Mr. Shashi Kant Singh	Deputy Director Faculty NIPCCD & In-charge CGC Social Worker
Regional Centre Lucknow	Ms. Leena Kumari	Assistant Director Faculty NIPCCD & In-charge CGC
Regional Centre Guwahati	Ms. Kashmiri Boruah	Assistant Director Faculty NIPCCD

2. The concerned officials need to report a day before the Training and can proceed for their respective places only after 6.00 pm on 26th June 2023 or the following day. The officials will get TA/DA as per their entitlement and the full time CGC staff functioning under the project will receive TA/DA as per Office Memorandum dated 15th November, 2018 (copy overleaf). The concerned officials are also requested to book the tickets on their own in terms of Department of Expenditure, Ministry of Finance OM No.19024/03/2021-E.IV dated 16-06-2022.

3. The participants may indicate their boarding arrangement as per the mail sent earlier.

4. The expenditure for the above Training will be borne by the respective Centres. The participants are not to pay any fees but will bear all the boarding and lodging expenses from TA/DA.

This issues with the approval of competent authority.


(Parul Srivastav)
Joint Director
Child Development Division

Copy for information to:

1. All Joint/Regional Directors
2. All concerned Faculty and Staff
3. Deputy Director (Admn.)-l/c
4. Accounts Officer/Assistant Project Officer
5. AAO(P)
6. AAO(G)-l/c
7. Office Order File

National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110016

No.NI./CD/JD/OO/90/23-24

24.04.2023

Office Order No.04/2023

The Institute is in the process of acquiring certification for its CGCs and AGSCs. In this context, an ISO Consultancy Agency has been hired through GeM. The agency will be conducting ISO Awareness Training Programme on Friday, 28th April, 2023 from 2.00-4.30 p.m. online via zoom platform.

2. All professionals from CGCs across headquarters and Regional Centres will attend this Training. In addition, all Faculty (Assistant Director and above) are also required to attend the Training. The Training Schedule is enclosed and the zoom link for the meeting will be shared shortly.

3. This issues with the approval of competent authority.

Prinastan
(Parul Srivastav)
Joint Director (CD) &
Regional Director, Lucknow
o/c

Copy for information to:

1. All Joint/Regional Directors
2. All Faculty, Assistant Director & above
3. Deputy Director (Admn.)-I/c
4. Accounts Officer/Assistant Project Officer
5. AAO(P) - *P.L.V.*
6. AAO(G)-I/c
7. Office Order File

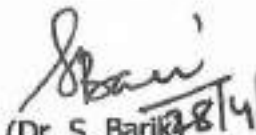
National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi-110 016


No. NI/V/23/86-Pers.

Dated: 28.04.2023


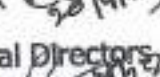
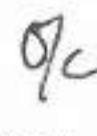
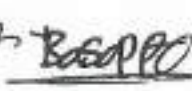
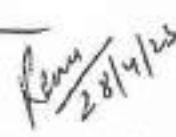
OFFICE ORDER No. 117/2023

On attaining the age of superannuation on 30.04.2023, Smt. Suman Katoch, Stenographer Grade-I is hereby retired and relieved from the services of the Institute in the afternoon of 28.04.2023 (29-30 April, 2023 being closed holidays as Saturday & Sunday).


(Dr. S. Barik)
Joint Director (CS)


Smt. Suman Katoch
Stenographer Grade-I
NIPCCD, New Delhi

Distribution:-

1. Director's Office 
2. All Joint Directors/Regional Directors 
3. Deputy Director (Admn.) I/c 
4. Accounts Officer/APO (Accs.) 
5. Editor/AAO(G) I/c 
6. Smt. Vandana Sharma, Assistant Director, Library
7. Personal File/ Service Book of Smt. Suman Katoch, Stenographer Grade-I
8. Office Order file.


O/c

National Institute of Public Cooperation and Child Development
5 Siri Institutional Area, HauzKhas, New Delhi-110 016

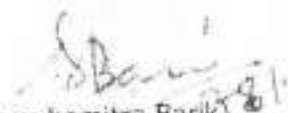
No. NI/V/12/87-Pers.

Dated: 28.04.2023

OFFICE ORDER No. 118/2023

On attaining the age of superannuation on 30.04.2023, Smt. Satbeer Chhabra, Deputy Director is retired and relieved from the services of the Institute in the afternoon of 28.04.2023 (29-30 April, 2023 being closed holidays as Saturday & Sunday).

Smt. Satbeer Chhabra
Deputy Director
NIPCCD, New Delhi


(Sanghamitra Barik)
Joint Director (CS)

Distribution:

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8. Office Order File

National Institute of Public Cooperation and Child Development
5 Siri Institutional Area, HauzKhas, New Delhi-110 016

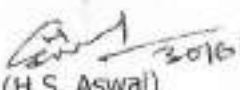
No. NI/V/4/91/Pers.

Dated: 30.06.2023

OFFICE ORDER No. 166 /2023

On attaining the age of superannuation on 30.06.2023, Shri Mohan Singh, MTS is hereby retired and relieved from the services of the Institute w.e.f. 30.06.2023 (A/N).

2. This issues with the approval of the Competent Authority.


(H.S. Aswal)
Assistant Admn. Officer (Pers.)

Shri Mohan Singh
MTS
NIPCCD, New Delhi

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