



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India)
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No.:
(To be filled by the Establishment Section)

Date :

NO DUES CERTIFICATE

(For Faculty/Non-Teaching Staff (Regular, Contractual, Temporary, Adjunct and Outsourced Staff))

This is to inform that the particulars of the employee are as under, will stand relieved from the Institute, subject to clearance of no-dues:

1. **Name of the Employee (Shri/Smt./Ms./Dr.)** :
2. **Designation** :
3. **Type of Appointment/Engagement** :
(Regular/Contractual/Temporary/Adjunct/Outsourced/Any Other)
4. **Department/Section/Office** :
5. **Employee ID** :
6. **Date of Relieving/Discharge** :
7. **Reason for Relieving/Discharge** :
(Resignation / Completion or Expiry of Tenure / Termination / Retirement / Technical Resignation / Transfer / Any Other Reason)

All concerned Departments/Sections/Offices are requested to verify their records and intimate, if any dues are pending against the individual. The relieving/final settlement, wherever applicable, shall be subject to No Dues Clearance from all concerned Departments/Sections/Offices.

The duly completed No Dues Certificate, signed by all the concerned Departments/Sections, may kindly be submitted to the Establishment Section for further necessary action.

NO DUES CERTIFICATE

S. No.	Department/Section/Office	Signatures	Remarks
1.	HoD, Computer Science & Engineering		
2.	HoD, Electronics & Communication Engineering		
3.	HoD, Electrical Engineering		
4.	HoD, Mechanical & Aerospace Engineering		
5.	HoD, Civil Engineering		
6.	HoD, Applied Sciences and Humanities & Management		
7.	Dean, Academics		
8.	Dean, Student Welfare		
9.	Dean, Research & Consultancy		

S. No.	Department/Section/Office	Signatures	Remarks
10.	Dean, Planning & Development		
11.	Dean, Faculty Welfare		
12.	Dean, Start-up and IPR		
13.	Chief Warden		
14.	Training & Placement Cell		
15.	Controller of Examination (CoE)		
16.	Stores & Purchase		
17.	ERP Cell		
18.	Computer Centre		
19.	Central Library		
20.	Sports Section		
21.	Estate Office		
22.	Caretaker		
23.	Guest House		
24.	Institute Mess		
25.	Health Centre		
26.	Director Office		
27.	Registrar Office		
28.	Accounts Section		
29.	Establishment Section		

(Signature of the Employee with date)

(Dealing Assistant, Estt.)

(Deputy Registrar, Estt.)

(Registrar)