

**National Institute of Fashion Technology**  
**Head Office, New Delhi**  
**Board Secretariat**

**NIFT/HO/Bd. Sectt./RTI Misc./2010**

**28<sup>th</sup> August, 2018**

This is in supersession to circular no. NIFT/HO/Bd. Sectt./RTI Misc./2010 dated 05.02.18. The revised structure for dealing with RTI applications shall be as follows:-

S. No.	Department	CPIO	Appellate Authority
1	Administration Department	AD or DD (Administration) / OSD (Administration)	Director(Administration)
2	Board Secretariat	Asst. Bd. Secy.	Board Secretary
3	Vigilance Department	Vigilance Officer	C.V.O
4	Accounts Department	DD-I, II & III or any one of the DD decided by the Director (F&A)	Director (F&A)
5	Building Department	Project Engineer	Director (F&A)
6	COE Department	<b>CEB Subjects</b> – COE of 04 Hub Campuses (i.e. New Delhi, Kolkata, Mumbai and Bengaluru) <b>Non-CEB Subjects</b> – COE of concerned NIFT Campuses	COE(HO)
7	Admission Department	DD(Admission)	Director(Admission)
8	Purchase Department	AD (Purchase)	Director(F&A)
9	Establishment Deptt.	AD(Estt.)	Registrar(Estt.)
10	Academic Affairs Deptt.	UI-AA UI-SDAC } for respective matters	Head(AA)
11	Cluster	Head-Cluster	Dean(A)
12	CE & Diploma Programme	Head – CE & Diploma	Dean(A)
13	Corporate Communication Cell (CCC)	Head - CCC	Dean(A)
14	FOTD, FDP & Bridge Programme	Head – FOTD, FDP & Bridge Programme	Dean(A)
15	Industry & Alumni Affairs	Head – Industry & Alumni Affairs	Dean(A)
16	International & Domestic Linkages (I&DL)	Head – I&DL	Dean(A)
17	Research	Head –Research	Dean(A)
18	AMS	UI-AMS	Dean(A)
19	NRC	DD(NRC)	Director(NRC)

20	IT	Head(ERP)	Director(IT)
21	Project	AD(Project)	Head(Project)

**Transparency Officer:-**

Ms. Sushma Singh, IRS  
CVO, NIFT(HO)

This is for information and necessary action.

  
28/8/18  
**(Simesh Verma)**  
**(Registrar)**

To,

- |                             |                                |
|-----------------------------|--------------------------------|
| 1) Director(Administration) | 15) DD(F&A) I / II & III       |
| 2) CVO                      | 16) DD(NRC)                    |
| 3) Director(F&A)            | 17) Legal Officer              |
| 4) Director(NRC)            | 18) Vigilance Officer          |
| 5) Director(Admission)      | 19) AD(Estt.)                  |
| 6) Director(IT)             | 20) OSD(Administration)        |
| 7) Dean(A)                  | 20) DD(Admission)              |
| 8) Head(AA)                 | 21) AD(Purchase)               |
| 9) Board Secretary          | 22) AD(Project)                |
| 10) All Heads               | 23) UI(SDAC)                   |
| 11) Project Engineer        | 24) UI(AMS)                    |
| 12) COE(HO)                 | 25) PS to DG – for information |
| 13) COE of all campuses     |                                |
| 14) UI-AA                   |                                |

Copy to:-Director(IT)- for uploading it on the NIFT's website.