



# राष्ट्रीय फैशन टेक्नालॉजी संस्थान

वस्त्र मंत्रालय, भारत सरकार  
सिडको, ईलेक्ट्रॉनिक काम्पलेक्स रंगरेट  
श्रीनगर -191132, जम्मू कश्मीर

**National Institute of Fashion Technology**

Ministry of Textiles, Govt. of India

SIDCO Electronic Complex Rangreth, Srinagar-191132 J&K

16405(4)/NIFT/Estt./Work Distribution/2019/526

DFA: 08-02-2021

## OFFICE ORDER

**Subject: Distribution of Work at NIFT Campus Srinagar.**

In supersession to earlier issued order No.: 16405(4)/NIFT/Estt./Work Distribution/2019/281 Dated: 14-09-2020 following work distribution is ordered for compliance:

S.No	Section/Department/Office	Supervisory Staff/Section Head	Official/s Shri/ Smt/ Mr/ Ms Supporting Staff
1	Academic Section	Mr. Ab Rashid Malik (OSD)	Mr. Talib Rashid, (Research Assistant) Ms. Subeena Akbar, (Jr. Assistant )
2	Establishment	Mr. Ab Rashid Malik (OSD)	Mr. Talib Rashid (Research Assistant) Ms. Subeena Akbar (Jr. Assistant )
3	Administration Section & Legal Cell	Mr. Ab Rashid Malik (OSD)	Mr. Talib Rashid, (Research Assistant) Ms. Subeena Akbar, (Jr. Assistant )
4	Examination Section	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Zubair Aslam (Jr. Assistant ) Mr. Vishal Kumar (Jr. Assistant) 2 Mr. Umar John (Jr. Assistant ) 3 Mr. Umar Ashraf (Jr. Assistant)
5	ITSS (Information Technology System Software)	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Zubair Aslam, (Jr. Assistant IT) Mr. Umar John (Jr. Assistant IT)
6	Public Relation Cell (PR Cell)	Mr. Nisar Ahmad Bhat (Consultant)	Ms. Ikra Syed (Assistant Professor) Mr. Ashok Kumar (MTS)
7	Accounts Section	Mr. Man Singh (Accounts officer)	1. Mr. Suhail Ahmad (Sr Assistant Accounts) 2. Mr. Arif Bhat, (Assistant Accounts) Mr. Bilal Ahmad Bhat (MTS)
8	Transport Section	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Jahangir Koul (Jr. Assistant/PA) Mr. Naseer Ahmad Lone (MTS)
9	Estates	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Asif Arshid (Research Assistant) Mr. Naseer Ahmad Dar (Jr. Assistant) Mr. Naseer Ahmad Lone (MTS)
10	Procurement and Stores	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Asif Arshid (Research Assistant) Mr. Naseer Ahmad Dar (Jr. Assistant) Mr. Naseer Ahmad Lone



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				(MTS)
11	Projects Division	Mr. Ab Rashid Malik (OSD)	Mr. Lakshendra Singh, (Jr. Assistant)	-
12	RajBhasha Cell	Ms. Nayantara Singh (Assistant Professor)	Mr. Lakshendra Singh, (Jr. Assistant)	-
13	Hostel Affairs	Mr. Nisar Ahmad Bhat (Consultant)	1. Mr. Vishal Kumar (Jr. Assistant) 2. Ruby Jan, (Warden/Jr Assistant)	
14	Resource Centre (RC)	Ms. Nayantara Singh (Assistant Professor)	Mr. Abid Hussain Bhat, (Library Assistant)	-
15	Student Development Activity Coordinator (SDAC)	Ms. Nousheen Qazi (Assistant Professor)	Mr. Vishal Kumar (Junior Assistant)	
16	Cluster Initiative Coordinator (CIC)	Mr. Arshid Mushtaq (Assistant Professor)		Mr. Mudasir Ahmad Dar (MTS)
17	Hospitality & Travel Desk	Mr. Nisar Ahmad Bhat (Consultant)	Mr. Vishal Kumar (Junior Assistant)	
18	Centre Academic Coordinator (CAC)		Subeena Akbar, (Jr. Assistant)	-
19	Centre Coordinator Fashion Design (CCFD)	CCFD	Ms. Sameena Arif Jan, (Lab Assistant)	
20	Regional Industry Coordinator (RIC)			Mr. Mudasir Ahmad Dar (MTS)
21	Centre Coordinator Fashion Communication (CCFC)	CCFC	-	Mr. Suhail Shafi Lone (MTS)
22	Centre Coordinator Foundation Program (CCFP)	CCFP	Mr. Mudasir Ahmad Ganie (Jr. Assistant)	
23	International & Domestic Linkages (IDL)	Ms. Nayantara Singh (Assistant Professor)	-	-
24	GC Lab/ PM Lab	CCFD	Sameena Arif Jan, (Lab Assistant)	

Supervisory Officer/Section Heads shall submit the files/proposals for approvals of Director as per above scheme. All files/proposals having financial implications, shall however be routed through Accounts Section for approval of Director.

This is issued with the approval of Competent Authority.

  
OSD Administration  
NIFT Srinagar







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### Copy to:

- 1) All CCs/ Faculties of NIFT Srinagar for information.
- 2) CAC, NIFT Srinagar for information.
- 3) Accounts Officer, NIFT Srinagar for information.
- 4) PA to Director for information of Director NIFT Srinagar.
- 5) Webmaster for uploading on website.
- 6) All Concerned.