

Personal attention of Group Commander/Officer Commanding
Reminder

0471-2721278

NCC Directorate (K&L)
State Wing
Thiruvananthapuram

No. 1487/IT-Cell/2020/NCC

26 Apr 2021

From

The Additional Director General NCC

To

The Group Commander/Officer Commanding
(All Concerned Units/Group Headquarters)

Sir,

Sub: - Submission of Unit IT equipment card regarding.

Ref: 1. This office letter of even number dated 16 Dec 2020, 05 Mar 2021.

1. With reference to the letters cited above, instructions have been issued to forward the details of IT equipment's in respect of all Group Headquarters/Units after compilation at respective Group Headquarters level so as to reach this Directorate by 30th Jan 2021. However, only the following Group Headquarters and units have forwarded the requisite data to the Directorate till date: -

SI No	Group Headquarters	Units and Group Headquarters forwarded the requisite data
1	Group Headquarters Trivandrum	NCC GP HQ'S TVPM, 1(K) BN NCC,2(K) Bn NCC,3(K) Bn NCC,4(K)Bn NCC,1(K) .Girls Bn NCC,1(K) Air Sqn NCC, 1(K) NU NCC, SS Coy NCC
2	Group Headquarters Kollam	NCC GP HQ's Kollam,8(K) Bn NCC,10(K) Bn NCC,3(K) Girls Bn NCC,
3	Group Headquarters Kottayam	NCC GP HQ's Kottayam
4	Group Headquarters Ernakulam	24(K) Bn NCC
5	Group Headquarters Kozhikode	NCC GP HQ's Kozhikode,27(K) Bn NCC,32(k) Bn NCC,9(K) Girls Bn NCC,9(K) NU NCC,5(K) Bn NCC

2. The following Units and Group Headquarters have not forwarded the data till date: - -

Sl No	Group Headquarters	Units and Group Headquarters not forwarded the requisite data
1	Group Headquarters Trivandrum	Nil
2	Group Headquarters Kollam	7(K) Bn NCC,9(K) Bn NCC,11(K) Bn NCC,3(K) NU NCC
3	Group Headquarters Kottayam	14(K) Bn NCC, 15(K) Bn NCC, 16(K) Bn NCC, 17(K) Bn NCC, 18(K) Bn NCC, 5(K)Girls Bn NCC, 5(K) NU NCC, 33(K) Bn NCC
4	Group Headquarters Ernakulam	NCC GP HQ's Ernakulam, 21(K) Bn NCC, 22 (K) Bn NCC, 23 (K) Bn NCC, 7 (K) Girls Bn NCC, 7 (K) NU NCC,1(K) Girls Ind Coy NCC,3(K) Air Sqn NCC, 1(K) R&v sqn NCC(Forwarded letter is not in confirmatory with the prescribed format)
5	Group Headquarters Kozhikode	28(K) Bn NCC, 29(K) Bn NCC, 30(K) Bn NCC, 31(K) Bn NCC,1(K) Arty Bty NCC

3. The afore said Units and Group Headquarters are requested to forward the details on or before 15.5.2021 without further delay since the data needs to be put up for the perusal of ADG NCC, in connection with procurement of new IT equipment/stores. It is also informed that procurement process for IT equipments for the year 2021-22 has commenced and further allotment of IT equipment's will not be made to the unit's/Group HQ's which fails to submit the details. Group Headquarters are requested to compile the data and prepare a summary of IT equipment card of their respective units in the format enclosed as appendix "A" and forward the same to Directorate before on or before 15.5.2021.

4. Treat the matter as most Urgent,



Yours faithfully,

A handwritten signature in blue ink, appearing to read "Anil Kumar K.", is written over the typed name.

(Anil Kumar K)
Administrative Officer
For ADG NCC

