

Delhi State Industrial & Infrastructure Development Corporation LTD.
(N-36, Bombay Life Building, Connaught Circus, New Delhi-110001)
(Personnel Division)

NO.DSIIDC/Per./Retirement/July-18/Estt.

Dated:- 20.06.2018

Following officers/officials are going to retire on 31.07.2018 :-

| S.NO. | NAME | DESIGNATION | FILE NO. | Division (As per the Employee corner) |
|-------|-----------------------|-------------|----------|---------------------------------------|
| 1. | Sh. Rajesh Kr. Sharma | A.O. | 1680 | IMFL Div. |
| 2. | Sh. Vijay Kumar | Manager | 1270 | Legal Cell |
| 3. | Sh. Dharam Raj | MTS | 1973 | PD(IA-2) Works |
| 4. | Sh. Shiv Raj | A.O. | 1682 | PD(Edu.) H.Q. |

The following Divisional Heads are therefore, requested to issue the 'No Dues Certificate/ Vigilance Clearance' in respect of all the above officers/officials, within two weeks of the issue of this letter. Further, the concerned divisional heads are also requested to ensure proper handing over of the records/ files, if any, from the above said retiring officer/official working under their direct control (Ref. Circular dt.06-09-2017)

If no reply is received within the above said period, it will be presumed that nothing is outstanding against them in your Division and their terminal benefits will be released, accordingly.

Neetu Meena
(Neetu Meena)
Sr. Manager (P)

1. Div. Manager (Vig.) For Vigilance Clearance

2. Dy. GM. (CWC/ Legal Cell)

3. Div. Manager (IT)

4. C.M. (Relocation)

5. A.O. (Comm. A/c)

6. Div. Manager (GAD/ Library)

7. C.A.O (H.Q)

8. C.A.O. (Works)

9. A.O. (IMFL)

10. D.A.O (CAS)

11. Concerned Divisional Heads (Under whom above said officials are working)

12. Website -for uploading

For issue of No Dues Certificate Immediately