

Delhi State Industrial & Infrastructure Development Corporation LTD.

N-36, Bombay Life Building, Connaught Circus, New Delhi-110001.

(Personnel Division)

NO.DSIIDC/Per./Retirement-April-17/Estt./

Dated: 30.03.2017

Following officers/officials are going to retire on 30.04.2017 :

S.NO.	NAME	DESIGNATION	FILE NO.	GRADE PAY	Division (As per the Employee corner)
1.	SH. BHARAT BHUSHAN	DAO	1137	5400	IMFL (A/C.s)
2.	SMT. KAMLA SHARMA	AG-I	1246	4800	RELOCATION
3.	SH. KANWAR SINGH	MTS	0984	2800	M.D. CELL

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.

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.

u
30/3/17
(R.N. LAL)
Sr. Manager (P)

1. Dy. General Manager (Vig.) For Vigilance Clearance

2. Chief Manager (R/L)/ CWC

3. Div. Manager (IT)/ (Liquor)/ (Recovery)

4. Sr. Manager (Comm. A/c)

5. DM GAD/ Legal Cell/ Library

6. CAO (HQ)

7. CAO (Works)

8. CAO (IMFL)

9. DAO (CAS)

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

11. Website –for uploading

For issue of No Dues Certificate

Immediately