

**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED**

**(A Govt. of India Enterprise)**

Corporate Office: Plot No. 67-68, Sector-25, Faridabad – 121 004

Regd. Office: 30-31, Raja House, Nehru Place, New Delhi-110 019.

**Ph. 0129-2234760 & 011-26484842**

Ref. No. 500118/SL/**316**

Dated:26.03.2010

**CIRCULAR-C-10/P-04**

The **provisional category-wise Seniority-List of all Non-Executive** categories of employees in the Corporation as prepared is circulated. In order to finalize, the seniority-list of all Non-Executives has been uploaded in the NPCC Website [www.npcc.gov.in](http://www.npcc.gov.in) for scrutiny and verification by all employees concerned.

2. In case, any concerned employee notices any discrepancy in their data, based on which seniority list has been prepared, they may bring such anomaly/ omissions / commissions restricted to their own case with regard to their seniority position to the notice of the CM(HR), Corporate Office through representation to be made through proper channel so as to **reach him within thirty days from the date of issue of this Circular** for rectification action wherever necessary. **If no representation is received within stipulated period of thirty days**, it will be assumed that the seniority-list is in order and the same will be taken into account for finalizing and publishing through Office Order without any further reference.

3. All Zonal Managers/Divisional Heads at Corporate Office are advised to download the draft provisional seniority-list from the Website and arrange to circulate them to all concerned Non-Executives working under their respective Zones/Divisions under acknowledgement, inviting observations, if any, in writing from the employees concerned so as to reach the **undersigned latest by 26<sup>th</sup> April, 2010**.

This issues with the approval of the Competent Authority.

Sd/-

**(K.K.GUPTA)**

CHIEF MANAGER (HR)

**DISTRIBUTION:-**

2. All Divisional Heads, NPCC Ltd., C.O. Faridabad & Registered Office, New Delhi- for information and circulation amongst employees with acknowledgement.
3. All Zonal Managers/Project Manager, NPCC Ltd. – for information and circulation amongst employees with acknowledgement.
4. Notice Board – for information of all concerned.

**SPS TO CMD / PS TO D(E) / D(F) / CVO, NPCC**