

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
PLOT NO. 67-68, SECTOR-25, FARIDABAD – HARYANA – 121004.
CORPORATE OFFICE

Ref. No. IR/CO/Cir./07

Date: 14.06.2007.

CIRCULAR

The Personal files of workmen who are relieving from the service of the Corporation on VRS/Superannuation/Resignation are being sent to Corporate Office.

Now it has been decided that such personal files are not required to send to Corporate Office and advised to keep these files at respective Zonal Head's Office for further needful & reference please.

Sd/-
(S. BASAK)
ADDL.GENERAL MANAGER (P&A)

CC :
2. All Zonal Heads for circulation to all the Units under their control.