DELHI TRANSPORT CORPORATION I.P.ESTATE: NEW DELHI

No.IRD/Retiring Emp./2013/ 3 70

Dated: - 2.12.2013

Sub:- Honouring the retiree employees on their retiring day.

DTC is honouring its retiring employees on the last working day at DTC(H.Q.) every month since 2005. The arrangements of gifts etc, are to be made for which exact No. of retiring employees are required.

All DMs/Unit Officers are therefore, requested to send monthwise list of retiring employees w.e.f. Jan,2014 to Dec.2014 so that proper arrangements could be made to honour these employees on their retirement day:-

S.No.	Name	Design.	B.NO./T.No.
Date of Appointment			Date of Retirement

This may be treated as "MOST URGENT".

Dy.Manager (IR)

All DMs/Unit Officers

Manager (PLD)