

DELHI TRANSPORT CORPORATION
I.P. ESTATE: NEW DELHI

No. IR/ 298

Dated: 13.12.2010

During the course of discussions held by the CMD with various representatives of the Union on 07.12.2010, it was emphasized that all the dues including Gratuity, P.F. amount and other Un-paid dues which includes salary, leave salary, D.A. arrears etc. be paid to the Ex-Employees/Ex-Officers on the last date of retirement.

In order to implement this decision, it is stressed upon all concerned that the required clearance certificate /NDCs /Court case/cases status in respect of Officer/employee, who is going to retire are sent to Concerned authorities by 15th of retiring month enabling him/her to proceed further with regard to release of Gratuity /P.F./Un-paid dues etc. Accounts Deptt./other deptt. concerned will make suitable amendments/ changes in the existing procedure within a weeks time to meet the dead-line. These orders/instructions will come into force with immediate effect.

Any deviation with the above instructions will be viewed seriously.

This issue with the approval of the Competent Authority.

Dr. Aradhana
13/12/10
(Dr. Aradhana)
Sr. Manager (PLD/IR.)

ALL CONCERNED.