

MOST URGENT

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF NCT OF DELHI
(ESTABLISHMENT BRANCH)

No. Estt. Sec./DUSIB/2020/D- 825

Date:- 9/09/2020

CIRCULAR

Subject: Forwarding the list of officers/officials going to retire during the period w.e.f. 01.01.2021 to 31.12.2021 (on attaining the age of superannuation i.e. 60 years).

As has been laid down in the rules, the department shall prepare a list of employees who are due to retire from the services of DUSIB in advance so as to process the retirement cases in time. With reference to the above cited subject all Drawing & Disbursing Officers of DUSIB, GNCTD are hereby requested to provide a list of such officials/officers within fifteen (15) days of receipt of this circular positively in the enclosed Performa on priority basis.

All concerned should ensure the strict adherence of the above instructions. Non - Compliance in this regard will be viewed seriously by higher authorities.

Enclosure: As above.


Dy. Director (Admn./Estt.)

All Drawing and Disbursing Officers for necessary action.

Copy to:-

1. Member(Admn.)(Finance)(Engineering)
2. Chief Engineer
3. All Directors/All superintending Engineering
4. All Executive Engineers C-1 to C-12 & E-1 to E-4, E&M, N/S
5. Dy. Director(Horticulture)/Assistant Director(Esstt.) *DD(system) with*
6. Office Copy.

request to upload the same on the website of the department.

Diary No. 281 00617-12
Date: 10/09/2020
Computer Division (DUSIB)
Govt. of NCT of Delhi

