

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

No.: Estt.Sec./DUSIB/2022/D - 841

Date:- 11/08/2022

CIRCULAR

As per the information received from respective DDOs till date in response to this office circular No.Estt./DUSIB/2022/D -689 dated 06/07/2021, the following officers/officials are going to be retire from the services of Delhi Urban Shelter Improvement Board, during the period w.e.f. January 2023 to December 2023:-

Sl. No.	Name with Parentage	Designation	Section from which Drawing Salary	Date of retirement
1	Sh. Vijai Shankar Verma	SE on CDC	EE(Coordn.)	31.01.2023
2	Sh. Rajender Singh	EE (Civil)	EE(Coordn.)	31.01.2023
3	Sh. Mukesh Kumar S/o Sh. Bankey Lal	EE(Civil) on CDC	SE-III	31.01.2023
4	Sh. Nand Pal S/o Sh. Sham Lal Sharma	Dispatch Rider	A.O.(HQ)	31.01.2023
5	Smt. Shahnaz Fareed W/o Sh. Khan Mohd. Fareed	Head Clerk	A.O.(HQ)	28.02.2023
6	Sh. Kusum Lata Sharma Wd/o Late Sh. Ashok Kumar Sharma	LDC	A.O.(HQ)	28.02.2023
7	Smt. Neelam Arora	Arch. Asstt.	A.O.(HQ)	28.02.2023
8	Sh. Mukesh Kumar S/o Sh. Mangle Singh	P.A.	EE/E-4	28.02.2023
9	Sh. Mahender Singh S/o Sh. Thakuri Singh	R/W/C Wireman	EE/E-4	28.02.2023
10	Sh. Chhotey Lal S/o Sh. Shahwan Sau	Beldar	EE/C-2	28.02.2023
11	Sh. Atul Jain	SE (Elect.) on CDC	EE(Coordn.)	31.03.2023
12	Sh. Ramadhar Mahto S/o Sh. Acharaj Mahto	Asstt. Director	EE/C-3	31.03.2023
13	Sh. P.K. Garg	SE on CDC	EE(Coordn.)	31.03.2023
14	Sh. Ashok Kumar S/o Sh. Durga Dass	Head Clerk	A.O.(HQ)	30.04.2023
15	Sh. Vijay Pal Singh S/o Sh. Prem Singh	Asstt. Director	A.O.(HQ)	30.04.2023
16	Smt. Rita Arora	Pvt. Secy.	A.O.(HQ)	30.04.2023
17	Sh. Mukhtar Ali Khan S/o Late Sh. Akbar Ali Khan	D/Man Gr-II	EE/C-6	30.04.2023
18	Sh. Avtar Singh Khurana S/o Sh. Jawahar Singh	AAO	EE/C-3	30.04.2023
19	Sh. Vijay Arora S/o Sh. K.L. Arora	AE (Civil)	EE/C-7	30.04.2023
20	Smt Neeta Gupta W/o Sh. Pradeep Kumar Gupta	Asstt. Arch.	A.O.(HQ)	30.04.2023
21	Sh. Raju Lal Meena S/o Sh. Mitthya Lal Meena	Head Clerk	A.O.(HQ)	31.05.2023
22	Sh. Ramesh Kumar S/o Sh. Ram Chander	LDC	A.O.(HQ)	31.05.2023
23	Smt. Rama Sharma	Pvt. Secy.	A.O.(HQ)	31.05.2023
24	Sh. Davender Singh S/o Sh. Chhajju Singh	R/W/C Work Sub-Ordinate	EE/C-12	31.05.2023
25	Smt. Santosh Arora W/o Sh. Rakesh Arora	D/Man Gr-II	SE-1	31.05.2023
26	Sh. Ramesh Chand S/o Sh. Kishan Chand	R/W/C Mate	EE/C-5	31.05.2023
27	Sh. Kushla Nand Gairola S/o Sh. Shiva Nand Gairola	Head Clerk	A.O.(HQ)	30.06.2023
28	Sh. Ramesh Kumar Sharma S/o Sh. K.L. Sharma	Pvt. Secy.	A.O.(HQ)	30.06.2023
29	Sh. Radhey Singh S/o Sh. Sher Singh	Peon	A.O.(HQ)	30.06.2023
30	Sh. Pankaj Kumar S/o Sh. Shri Niwas Singhal	AE(Civil)	SE-2	30.06.2023
31	Sh. Ram Kishan S/o Sh. Ghasi Ram	R/W/C Chowkidar	EE/C-5	30.06.2023
32	Sh. Satpal Singh Yadav S/o Sh. Maru Singh Yadav	Head Clerk	A.O.(HQ)	31.07.2023
33	Sh. Vijender Kumar Sharma S/o Sh. Jai Kishan Sharma	UDC	A.O.(HQ)	31.07.2023
34	Sh. Virender Kumar Sharma S/o Sh. Jai Pal Sharma	Survey Officer	A.O.(HQ)	31.07.2023
35	Sh. Gyan Chand S/o Sh. Girver Singh	R/W/C Beldar	EE/C-10	31.07.2023
36	Sh. Krishna Kumar S/o Sh. Ram Singh	AE (Civil)	SE-2	31.07.2023
37	Sh. Ramesh Kumar S/o Sh. Doori Lal	R/W/C Painter	EE/C-5	31.07.2023
38	Sh. Vijay Singh Deswal S/o Sh. Umed Singh	Peon	EE/E-1	31.07.2023
39	Smt. Devi Muni Devi W/o Late Sh. Virender Singh D/o Late Sh. Harihar Singh	Cooli cum Beldar	EE/E-1	31.07.2023
40	Sh. Nand Kishore S/o Sh. Tara Chand	UDC	EE/C-3	31.08.2023
41	Sh. Dharamvir Singh S/o Sh. Babu Ram	Asstt. Supervisor	EE/C-2	31.08.2023
42	Sh. Vinod Kumar S/o Sh. Ram Pal Singh	AE (Civil)	SE-1	31.08.2023
43	Smt. Gurvinder Kaur S/o Sh. Jatinder Singh Sachdeva	Arch. Asstt.	A.O.(HQ)	31.08.2023
44	Smt. Parvinder Kaur W/o Sh. Upkar Singh Chhatwal	Pvt. Secy.	A.O.(HQ)	31.08.2023
45	Sh. Ram Karan Yadav S/o Sh. Ram Pal Yadav	Khallasi	A.O.(HQ)	31.08.2023
46	Sh. Lalit Kumar S/o Sh. Kishan Datt	AE (Civil)	SE-1	30.09.2023

Diary No. 711
Date: 12/8/22
Computer Division (DUSIB)
Govt. of NCT of Delhi

47	Sh. Alok Kumar S/o Sh. Prem Kumar	Head Clerk	A.O.(HQ)	31.10.2023
48	Sh. Rajender Kumar Gosain S/o Sh. Sada Nand Gosain	Director	A.O.(HQ)	31.10.2023
49	Sh. Rama Kant Sharma S/o Sh. Raghuwar Dayal Sharma	Dy. Director	A.O.(HQ)	31.10.2023
50	Sh. Sunil Saxena S/o Sh. Shanker Dayal Saxena	Pvt. Secy.	A.O.(HQ)	31.10.2023
51	Sh. Shagan Lal	UDC	EE/C-4	31.10.2023
52	Sh. Bhoop Narayan S/o Sh. Kailash Narayan	Carpenter	EE/C-2	31.10.2023
53	Sh. Ashok J. Zachariah S/o Sh. K.J. Zachariah	Dy. Director	A.O.(HQ)	30.11.2023
54	Sh. Gulzari Lal Kateja S/o Sh. Choith Ram Kateja	Dy. Director	A.O.(HQ)	30.11.2023
55	Smt. Anju Kohli W/o Sh. Ravi Prakash Kohli	Pvt. Secy.	A.O.(HQ)	30.11.2023
56	Sh. Sanjay Gulati S/o Sh. Jagan Nath Gulati	AE (Civil)	SE-2	30.11.2023
57	Sh. Ramji Lal S/o Sh. Prabhu Dayal	UDC	A.O.(HQ)	31.12.2023
58	Sh. Suresh Pandit S/o Late Sh. Dhanik Pandit	UDC	A.O.(HQ)	31.12.2023
59	Sh. Harvinder Singh	Pvt. Secy.	A.O.(HQ)	31.12.2023
60	Smt. Savitri W/o Sh. Raj Singh	Beldar	SE-1	31.12.2023

In order to timely release of Pensionary dues to the retire Officers/Officials, the following codal formalities are to be completed:

1. Vigilance Clearance Report from MCD/DDA/DUSIB as the case may be.
2. Reports with regard to the Advances, if taken by the retire officers/officials from respective Acctts. Officers.
3. No Dues Certificates from the respective Head of Section or Divisional Offices.
4. Reports with regard to the staff quarter if allotted to the retiree officers/officials, no dues certificate from Delhi Jal Board and BSES etc. and copy of the same be endorse to the AO (HAU) so that the necessary recovery may be made from the officer/officials.
5. No. Dues Certificate from Accounts Officer (Medical).
6. Verification of Service of the retiree officer/officials by the respective DDOs.
7. Verification of Leave Accounts of the retiree officer/officials by the respective DDOs
8. All the Head of Department are requested to issue the office order with regard to the handing over/taking over of the charge of the retiree officer/official and the retiree officials/officers has to obtained a certificate from his/her head of section that the charge of his/her seat has been handing over by him/her before 3 days of his/her retirement.
9. All DDOs are requested to complete the codal formalities before the 6 month of his/her retirement and process their cases for timely payment of pensionary dues and forward to the respective Section.

Dy. DIRECTOR (ADMN./ESTT.)

Copy to :

1. PS to C.E.O. DUSIB for kind information of latter.
2. Member (Admn/Finance/Engineering/Power).
3. Chief Engineer.
4. All Directors/CVO.
5. Financial Advisors/CVO.
6. All SEs.
7. All Dy. Directors.
8. All Ex. Engineers.
9. Account Officer (P & PF)/HQ/HAU/Medical.
10. Care Taker.
11. AD (Admn)/Esstt.
12. Staff Welfare Officer.
13. Secretary, DUSIB Employees Credit and Thrift Society (Regd.)/President).
14. Office Copy.

Note: All Concerned are also hereby requested to go through the list and bring left out name/discrepancy if any, to the notice of the Administration branch.