

MOST URGENT

**DELHI URBAN SHELTER IMPROVEMTN BOARD
GOVT. OF NCT OF DELHI
(Establishment Branch)**

No. Estt.Sec/DUSIB/2024/D-

614

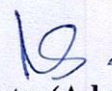
Dt. 26/7/24

CIRCULAR

Subject: Forwarding, the list of officers/officials going to retire during the period w.e.f. 01.01.2025 to 31.12.2025 (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 officers /Officials 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 instruction. So as to enable Establishment Branch to circulate correct list of officers/officials going to retire during 2025.


Dy. Director(Admn.Estt.)

Enclosure :- As above.

All Drawing and Disbursing Officers for necessary action.

Copy to:-

1. PS to CEO (DUSIB) for kind information
2. Member(Admn.)
3. Chief Engineer
4. All Directors/All superintending Engineering
5. All Executive Engineers-C-1 to C-12 & E-1 to E-4, E&M, N/S
6. Dy Director(Horticulture)/Assistant .Director(Esstt.)  **DD web site system**
7. Office Copy

pl. upload.

AD/IT)


29/7/24

Programmer


29/7/24

Diary No. 703 DDUT 2P
Date 29/7/24
Computer Division (DUSIB)
Govt. of NCT of Delhi

Name of Branch /Section: _____

Sr.No.	Name with parentage	Post	Date of Birth	Date of Appointment	Date of Retirement	Place of Posting	Remarks, if any

Signature of the
DDO/Section Head/In charge