MMTC LIMITED: CORPORATE OFFICE: NEW DELHI

PERSONNEL DIVISION
(SC- I SECTION)

No. MMTC/CO/1/P(SC-I)/2021 November 16, 2021

OFFICE ORDER NO. SCI/ 180 /2021

Consequent upon her transfer vide CO Office Order No. SCI/165/2021 dated 07/10/2021 from DRO to Corporate Office (Admn.& Estate Division) and upon being relieved on 15.11.2021 (A/N) vide DRO Order No. DRO/P/55/2021 dated 15.11.2021, Ms. Kavita Garkel, Chief Manager (Systems), Employee No. 946621 has reported for duty at Admn./Estate Division, Corporate Office on 16/11/2021 (F/N).

(A.N. Gaur)
General Manager(P)

To: -

1. Individual Concerned
2. CMD Sectt. /PSs to Directors/Co-ord. to CVO.
3. All CGMs/GMs/AGMs/ DGMs at CO/ ROs/Company Secretary.
4. GM(Medical)/DGM (CPF A/cs.)/(Protocol)/DGM (AR-Cell)/Chief Mgr.(Estate).
5. Sr. Manager(CPF/RB)/(SC-II)/(IR)/Manager(A&E)/Insurance Cell.
6. Secretary General, Federation of MMTCOA, DRO/Federation of SC/ST Welfare Association, CO /Secretary General, Federation of Staff Unions, CO
7. Personal File(s) of individual concerned.
8. Time Office/Reception/Telephone Cell
9. Office order file.
10. AGM (Systems) - with a request to hoist the same on MMTC intranet & Employee Corner of MMTC Website
11. Rajbhasha Prabhag –with a request to translate the order in Rajbhasha.