MAKE IN INDIA

एमएमटीसी लि मि टे ड MMTC LIMITED
भारत सरकार का उपक्रम
A GOVT. OF INDIA ENTERPRISE
touching lives, adding value

स्वच्छ भारत
एक कदम स्वच्छता की ओर

PERSONNEL DIVISION
(SC- I SECTION)

No. MMTC/CO/1/P(SC-I)/2021 **November 30, 2021**

OFFICE ORDER NO. SCI/183/2021

On attaining the age of superannuation, Shri Sushil Kumar Dutta, Chief Manager, Employee No. 926190, Corporate Office, shall retire from the services of MMTC Limited on 30/11/2021 afternoon.

As per service records, the date of birth of Shri Sushil Kumar Dutta is 15/11/1961 (Fifteenth November, Nineteen Sixty-One).

The correspondence address of Shri Sushil Kumar Dutta after his retirement will be as under for all purposes: -

Present and Permanent Address	:	R2-F-235, Sadh Nagar, Gali No. 19, Palam Colony, New Delhi - 110045.
Mobile No.	:	+91 9871466779
E-mail ID	:	sushildutta@yahoo.co.in

30/11/21

(P.V. Mahawana)
Sr. 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. MD, MTPL, Singapore/ GM(Admn.)
5. GM(Medical)/DGM (CPF A/cs.)/(Protocol)/Chief Mgr.(Estate).
6. DGM/Sr. Manager(CPF/RB)/(SC-II)/(IR)/Manager(A&E)/(AR-Cell) /Insurance Cell.
7. Secretary General, Federation of MMTCOA, DRO/ Federation of SC/ST Welfare Association, CO/Secretary General, Federation of Staff Unions, CO
8. Personal File(s) of individual concerned.
9. Time Office/Reception/Telephone Cell
10. Office order file.
11. AGM (Systems) - with a request to hoist the same on MMTC intranet & Employee Corner of MMTC Website.
12. Rajbhasha Prabhag –with a request to translate the order in Rajbhasha.

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MMTC LIMITED : CORPORATE OFFICE : NEW DELHI

PERSONNEL DIVISION (SC-I SECTION)

No. MMTC/P(SCI)/1/2019 **Dated : 30.11.2021**

Office Order No. SCI/184/2021

Consequent upon attaining the age of superannuation following Officers are retiring from the services of MMTC on 30.11.2021 :-

1. Sh. Subrata Saha, Emp. No. 946141, CGM
2. Sh. U. E. Rao, Emp. No. 936350, DGM (Law)

It has been decided by the Competent Authority that

i) Shri E. Malravannan, Emp. No. 960054, AGM shall take over the charge from Sh. Subrata Saha and discharge his duty as the Incharge of RO Chennai.

ii) Shri Dibyendu Narayan Roy, Emp. No. 922349, AGM (F&A) shall take over the charge of Camp Office Kolkata including legal related work. Accordingly, Sh. U. E. Rao shall handover the Law Division charge to Sh. D. N. Roy.

iii) Sh. V. Srinivasa Rao, Emp. No. 955273, Sr. Manager (F&A)shall function as Finance Incharge of RO Chennai.

This comes into force with immediate effect.

(Sanjay Kaul)
Chief General Manager (P)

To :

1. Individual concerned
2. CMD's Sectt./PSs to Directors/CVO/Co. Secy.
3. CGMs/GMs CO/ROs
4. DGM (CPF A/cs)/Sr. Mgr(CPF/RB)/Mgr.(AR Cell)/ (A&E)/(Manpower)
5. Secy. Genl Fedn of MMTCOA,DRO/ SC/ST Emp. Wel. Assn., CO/Fedn of MMTCEU,CO
6. AGM (Systems) – with a request to upload the same on MMTC Intranet and Employee Corner of MMTC website
7. Office Order File
8. Time Office

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MMTC LIMITED : CORPORATE OFFICE : NEW DELHI
PERSONNEL DIVISION (SC-I SECTION)

No. MMTC/P(SCI)/1/2019 **Dated : 30.11.2021**

Office Order No. SCI/185/2021

Consequent upon attaining the age of superannuation, Shri Sushil Kumar Dutta, Employee No. 926190, Estate Officer is retiring from the services of MMTC Limited on 30.11.2021.

It has been decided with the approval of Competent Authority to designate Ms. Kavita Garkel, Chief Manager "Estate Officer" w.e.f. 01.12.2021. Accordingly, Ms. Kavita Garkel will discharge all duties and functions as "Estate Officer".

(Sanjay Kaul)
Chief General Manager (P)

To :

1. Individual concerned
2. CMD's Sectt./PSs to Directors/CVO/Co. Secy.
3. CGMs/GMs CO/ROs
4. DGM (CPF A/cs)/Sr. Mgr(CPF/RB)/Mgr.(AR Cell)/ (A&E)/(Manpower)
5. Secy. Genl Fedn of MMTCOA,DRO/ SC/ST Emp. Wel. Assn., CO/Fedn of MMTCEU,CO
6. AGM (Systems) – with a request to upload the same on MMTC Intranet and Employee Corner of MMTC website
7. Office Order File
8. Time Office