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

MMTC LIMITED : CORPORATE OFFICE : NEW DELHI

PERSONNEL DIVISION (SC-I SECTION)

No. MMTC/P(SCI)/1/2022 **Dated : 03.04.2024**

Office Order No. SCI/37/2024

Shri Sudhir Kapur, Emp. No. 956301, General Manager (HR & Law) will be proceeding on leave intermittently. In his absence, Shri Ashutosh Kumar, Emp. No. 964735, Sr. Manager (Law) shall discharge the functions of Law Division as Division Head.

Further, as regards other assignments related to HR and other matters, the concerned officials shall route the file through Shri Manoj Kumar Mishra, Emp. No. 960105, General Manager (Estate and Administration).

This issues with the approval of Competent Authority.

आनंद गौड़

(A. N. Gaur)
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)/ (CPF/RB)/Sr. Mgr. (SC-II)/Mgr.(AR Cell)/ (A&E)/(Manpower)
5. Secy. Genl Fedn of MMTCOA, SC/ST Emp. Wel. Assn., CO/MMTCEU
6. AGM (Systems) – with a request to upload the same on MMTC Intranet and Employee Corner of MMTC website
7. Office Order File
8. Personal file
9. Time Office