



इंडियन फारमर्स फर्टिलाइजर कोआपरेटिव लिमिटेड
INDIAN FARMERS FERTILISER COOPERATIVE LTD.

Ref: IFFCO/HO/Legal/

Date: 9.7.2010

All Unit Heads,
All Zonal Managers/
State Marketing Managers &
Area Managers

**Re: Using word 'Xerox' in place of 'photocopy' in
official documents.**

We have received a communication from Xerox India Ltd. wherein they have objected to the use of word '**Xerox**' in place of 'photocopy' in some of the official documents in IFFCO.

Please be informed that 'Xerox' is a registered mark of the said Company and advise all officials working in your units/under you to desist from using the word '**Xerox**' in any official document(s) instead the word '**photocopy**' should invariably be used.


(D. Bhattacharyya)
Executive Director (HR)

Copy to:

1. CVO/Jt.GM(Mktg.)/Jt.GM(System)/Jt.GM(MA)/Jt.GM(HR),
New Delhi.
2. DGM(Mktg.)/DGM(Admn)/DGM(HR&IR), IFFCO New Delhi
3. Dy.Manager(Coord) Jt.MD's office/M(Coord) Director(HRD)'s
office/Dy.Manager(Coord) MKD's office.