



पूर्णतः सहकारी स्वामित्व
Wholly owned by Cooperatives
Paradeep Unit

Indian Farmers Fertiliser Cooperative Limited
Paradeep Unit


PDP/HR/2019

11.11.2019

CIRCULAR

Instances have come to our notice where employees are attending duty on holidays without the consent of their HOD's in order to claim Over Time. It is hereby made clear that those employees who are called upon by their HOD's to attend duty on Holidays shall only be granted Over Time. Besides, the employees who have been engaged in light duties on medical grounds will not be assigned job beyond normal working hours under any circumstances.

This is for strict compliance.


Abhay Kumar Mall 11/11/19
Dy. General Manager (P&A)

Distribution:

AM (Coord.) to Unit Head
GM (F&A)/JGMs/DGMs, Paradeep
Sec-Heads, Paradeep
President/Secretary – IOA/IEU