

PDP/P&A/Welfare/2016/

29th Dec, 2017

CIRCULAR

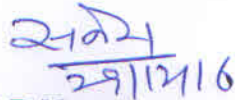
Sub: Distribution of materials to employees

This is for information to all employees that Cloth Uniform, Pocket Planner, IFFCO Diary, Pen and Towel shall be distributed near Time Office Complex as per schedule given below:

DATE	TIMINGS	EMPLOYEES HAVING P.NO.
02-01-2017	08.45 a.m. to 11.45 a.m. 01.30 p.m. to 04.30 p.m.	From P.No.107529 to 108230
03-01-2017	08.45 a.m. to 11.45 a.m. 01.30 p.m. to 04.30 p.m.	From P.No.108231 to 108757
04-01-2017	08.45 a.m. to 11.45 a.m. 01.30 p.m. to 04.30 p.m.	From P.No.102131 to 110137
05-01-2017	08.45 a.m. to 11.45 a.m. 01.30 p.m. to 04.30 p.m.	For all

The above materials shall be distributed in a Golden Jubilee Bag except cloth uniform which shall be in a separate packet.

Cooperation from all is solicited.


S.R.Maurya
Dy.General Manager(P&A)

Distribution:

Unit Head (Paradeep)
GMs/JGMs/DGMs
HODs/SHs
President & Secretary:IEU/IOA
All Notice Boards