


No.6/32/98-PER/Part/2529
Administration of Daman & Diu,
Department of Personnel &
Administrative Reforms,
Secretariat,
Daman – 396 220.

Dated:- 12/11/2013.

Read:- Circular No.6/32/98-PER/Part/1935 dated 17/09/2013

C I R C U L A R

In continuation to the Circular cited in the preamble above, all Head of Offices are hereby requested to furnish the list of employees who retired on or before 31/10/2013 and whose retirement benefits (i.e. Leave Encashment, Insurance, Final Payment of GPF and Pension) cases are not settled till date, to this office within a week.


(S.K. Varma)
Deputy Secretary (Per)

To,

All Head of Offices in Daman & Diu.

Copy to :

1. The Staff Officer to Administrator, Secretariat, Daman for information, please.
2. All Heads of Department/Secretaries, Daman.
3. The Director of Accounts, Daman.
4. The Deputy Collector, Diu for circulation to all offices located in Diu District.
- ✓ 5. The DIO, NIC, Daman for uploading on the Administration website.
6. The Guard file.