

नाम : 'फूडकोर्प'
Gram : 'FOODCORP'
फैक्स नं: एनएफसीआई एन डी
Fax No.: HFCL ND

भारतीय
खाद्य
निगम



FOOD
CORPORATION
OF INDIA

मुख्यालय
नई दिल्ली
Head Quarters
New Delhi

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सं. Fin./32/1/Misc./2018-19/ Part-I

दिनांक: - 24.10.2018

FINANCE DIVISION

CIRCULAR NO. 08/FIN/2018

Reference is drawn towards Circular no. EP-08-2006-03 dated 02.03.2006 of EP division vide which instructions regarding release of terminal dues to the retired employees of the Corporation on the day of superannuation was issued.

Grievances are being received from various retired officers/ officials that their terminal dues like last month salary, CPF dues, Gratuity and Leave encashment etc. are not being paid on the last date of retirement.

Hence, it must be ensured that all the terminal dues of the retired officers/ officials are transferred to their designated bank account through RTGS as per details below:

- If the retirement day of the month happens to be the working day, the payment shall be made in the second half of that day by RTGS for crediting employee's account and the copy of RTGS instruction to bank shall be presented to the retiring officer/ official in their farewell meeting. In case the retirement day is not a working day, payment shall be released in the forenoon of the immediate next working day by RTGS only.
- However, in exception of the above, where any employee is retiring in the month of March, payment should be made on the 1st working day of the subsequent month i.e. April.

This must be ensured by all the General Manager (F&A) of Zones and CGM (Fin.) at HQRs and Director (IFS).

This issue with the approval of ED (Finance).


(जगदीश कुमार)

महाप्रबंधक (वित्त)

वितरण:

1. सभी ईडी (जोन) / जीएम (क्षेत्र), एफसीआई;
2. जीएम (एफ एंड ए) / डीजीएम (एफ एंड ए), जेडओ / आरओ, एफसीआई;
3. सभी क्षेत्रीय प्रबंधक, एफसीआई, डीओ;
4. निदेशक (आईएफएस), गुडगांव;
5. सभी ईडी, एफसीआई, मुख्यालय, नई दिल्ली;
6. पीएस से सीएमडी;
7. डीजीएम (बिल), एफसीआई, मुख्यालय, नई दिल्ली;
8. एफसीआई वेबसाइट पर अपलोड करने के लिए जीएम (आईटी), एफसीआई, मुख्यालय ...।