



F6 (05)/2022/Welfare/Pt/ 98

Dated : 18/05/2022

To, All DDOs
DDA

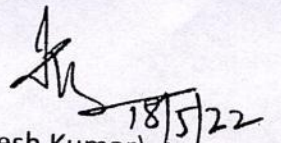
(All DDOs and Concerned Offices)

Sub:- Farewell Function Of The Retiring Officials Of DDA On Last Day of Each Month

It is intimated that Hon'ble' Vice-Chairman, DDA has desired to organize the Retirement Farewell Function on regular basis on the last day of each month and to make the payment of retirement benefits (Leave Encashment, GPF, Gratuity etc) to the employees of DDA, who will be retired on last day of each month on attaining the age of superannuation.

In view of the above, all the concerned DDO's & Controlling Offices are requested to dispose of all the retirement cases/VRs on monthly basis on or before 25th day of each month pertaining to their offices so that timely retirement benefits be given to all the retiree employees in Retirement Farewell Function that will be held on last working day of each month.

The matter may please be treated as 'MOST URGENT' and may be accorded 'TOP PRIORITY' in making payment of all dues to retirees before due date.


(Indresh Kumar)
Dy. Dir. (IR&SW)

Copy to :-

1. P.S. to C.A.O./Commissioner (P), DDA
2. P.S. to Director (P)-I, DDA.
3. DD (system)
4. All Welfare Inspectors.

} For Kind information please.

- For necessary action in your respective Zone/Area of responsibility.