



ONGC GENERAL KAMAGAR SANGHATANA

Reg. No. H. O. 3.D. 9554

Tel. : 2659 9775

Flat No. 102, 1st Floor, Acme Harmony-I, Poonam Nagar, Off JV Link Road, Jogeshwari (E), Mumbai : 400 102.

REF.: ONGC/GKS/ 70 / 2013

DATE : 18/04/2013

O/c

To,
ED-HRO,
ONGC, WOU,
NSE, BKC,
Bandra (East),
Mumbai : 400 051.

Sub: Request to withheld security deposit in view to nonpayment of wages towards paid leave by "M/s Tops Security Ltd".

Respected Sir,

This is in reference to the above issue please find a list of contractual Security Guards engaged by "M/s Tops Security Ltd" deployed in our office installation & employees colony, indicating year wise the number of days for which wages towards paid leave are yet to paid.

Your authority must be aware that the tenure of contract of M/s Tops Security Ltd. is maturing on 30th April, 2013. We are given to understand the tenure may be increased by a period of one month.

Following are the payments due:

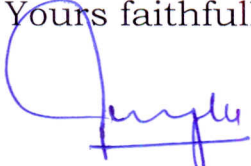
- 1) Payment of wages towards paid leave
- 2) Submission of CPF amount with the office of PF commissioner, which are largely incomplete.
- 3) Submission of contribution towards ESIC.
- 4) Uniform for the year 2011 & 2012.
- 5) Kits & liveries pending.

प्राप्त
RECEIVED
03/5/13
श्रीमन्मन्त्री (कर्मचारी) कार्यालय
Office of the Dy. Chief Labour Commissioner (C)
मुंबई

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We request your esteemed authority to advice the officer incharge not to release his security deposit and other payments if any till such time he has cleared the above mentioned payments and has produced the necessary documentary evidence.

Thanking you,
Yours faithfully,


(Pradeep Mayekar)
General Secretary

o/c

Copy to :

1. GM (HR), FMG, ONGC, NSE, BKC, Bandra (East), Mumbai.
2. DGM Security, ONGC, V. Bhavan, Bandra (E), Mumbai.
3. DGM (HR) IR, ONGC, NSE, BKC, Bandra (East), Mumbai.
4. CM (F&A), RO finance, ONGC, NSE, BKC, Bandra (E), M'bai.
5. RLC (C), Shramraksha Bhavan, Chunabhatti, Sion, Mumbai



