



KARMACHARI SANGHATANA

OIL AND NATURAL GAS CORPORATION LTD,
HR/ER, MH ASSET,
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No.MH/HR/GA/Misc./2014

27th March 2014

From: Office of I/c-HR/ER, ONGC, Vasudhara Bhavan.

To: (1) I/c – FEG, 6/B, Vasudhara Bhavan
(2) I/c – RDAG, ONGC, 5/B, Vasudhara Bhavan.

A proposal has been moved by Services for issuing toiletry kits to employees who are doing regular ON/OFF duty but are not posted at fixed installations of Well Services, Logging Services and Mud Services.

The proposal was subsequently examined by DGM(HR)-FMG who desired that a draft VCB agenda for approval be prepared for covering similar kind of employees working in other groups.

It is, therefore, requested to forward a list of employees from your Section who are on REGULAR 14 days ON/OFF duty but are not posted at fixed installations and not provided with toiletry kits through FMG Contract.

MATTER MOST URGENT.

KARMACHARI SANGHATANA

Usha
(Usha Chandramouli)
Chief Manager (HR)

Copy to :

1. GM-Surface Manager, ONGC, VB.
2. GM-Sub-Surface Manager, ONGC, VB.