



OIL & NATURAL GAS COMMISSION (B.O.P.) KARMACHARI SANGHATANA

Reg. No. (By - II - 8268)

Tel. : 2659 9775

Krishna Kunj No. 2, C-Wing, Flat No. 304, Tambe Nagar, Mulund (W), Mumbai - 400 080.

REF. : ONGC/KS/677/2011



To,
The Head - ONGC Academy
ONGC, Kaulagarh Road,
Deharadun 248195
Uttaranchal.

Subject : Convocation of 3rd batch under "Unnati Prayas Scheme."

R/sir,

This has reference to the above subject and letter dated 07.01.2011, vide No. ONGCA/UPS/3rdBATCH/CONVOCATION/ 2011, please find copies of both 2&3 batch for your perusal.

In previous two occasions the successful candidates were invited to attend the convocation ceremony along with "Spouse & wards", presently by oversight **wards** have been left out, your esteemed authority is requested to do the needful and include their wards to attend the ceremony at an early date so that the requirements of ticket booking and stay in Deharadun can be done accordingly

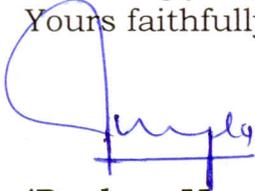
There are counted few in the corporate world today who go all out introducing such personality development scheme for its employees, making them highly versatile and multipurpose individuals. Such HR initiatives enriches the organizational culture. We remain greatfull.

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Your authority will certainly not dispute with us that alongwith the long list of 3rd batch of UPS, there are other chain of ceremonies during the same period which will draw a large number of dignitaries/ ONGCians flooding our panel Hotel. Your esteemed authority is requested to book hotels room for members of the convocation ceremony through your machinery to avoid inconvenience.

With regards.
Thanking you,
Yours faithfully,



(Pradeep Mayekar)
General Secretary

etc

Copy to :-

1. ED-Chief ER, ONGC, Negi Bhavan, Deharadoon, Uttaranchal.
2. ED-Head HRD, ONGC, Negi Bhavan, Deharadoon, Uttaranchal.
3. ED-HRO, ONGC, WOU, NSE Plaza, BKC, Bandra (E), Mumbai.
4. DGM (HR), I/c.HR/ER, LPG Plant, Hazira, Surat, Gujrat.
5. CM (HR)-IR, ONGC, WOU, NSE plaza, BKC, Bandra (E) 5.

8/12/11
18/11/11

