



भारतीय पटसन निगम लिमिटेड
The Jute Corporation of India Limited

— A Government of India Enterprise

An ISO 9001:2008 Certified Company

Regd. & Head Office: 15N, Nellie Sengupta Sarani,
7th Floor, Kolkata – 700 087

Corporate Identification No.: U17232WB1971GOI027958

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CIRCULAR

A Grievance Redressal Committee has been constituted to redress the grievances of the employees below E3 level. Sri Ramesh Kumar, Finance Manager and the undersigned are the two members of the aforesaid Committee, while Sri B.N. Bhansali, Mgr.(O/M) has been designated as the Chairman of the Committee. Activities of the Committee will be coordinated by the undersigned.

The Committee will hold periodic meetings to address the grievances of the employees. In this regard, employees below the level E3 may submit their grievances, if any, to the undersigned.

This issues with the approval of the Competent Authority.


(Sandipa Sen Dutta)
Personnel Manager

For circulation to:-

1. PS to CMD – For information to CMD please.
2. PA to D(F) – For information to D(F) please.
3. DGM(O/M)
4. C(V&A)
5. Sr.Mgr.(Fin.)
6. MMs/FM/CS/ZMs.
7. DMMs/DFM/DAM/DPM
8. All RM(I/C)s/AOs/AMMs/AFMs.
9. All employees at HO & ROs./Sonali-Kolkata
10. Guard file/Notice Board at HO & ROs.

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