



# भारतीय पटसन निगम लिमिटेड

(भारत सरकार की संस्था)

## The Jute Corporation of India Limited

(A Government of India Enterprise)

आईएसओ 9001:2015 प्रमाणित कंपनी / An ISO 9001:2015 Certified Company

पंजीकृत और प्रधान कार्यालय: 15एन, नेली सेनगुप्ता सरणी, 7वां तल

Regd. & Head Office: 15N, Nellie Sengupta Sarani, 7<sup>th</sup> Floor

कोलकाता / Kolkata – 700 087

सी.आई.एन./C.I.N.:U17232WB1971GOI027958



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Date : 08.10.2018

### C I R C U L A R

It is being informed to all concerned that the Board of Directors of the Corporation in its 248<sup>th</sup> Meeting held on 26.06.2018 at New Delhi has approved the scheme of retention of services of retired/retiring regular field staffs purely on contractual basis. The aforesaid retention scheme will be offered to the existing regular field employees of the Corporation in the designations of AMM II, Sr. Inspector, Jr. Inspector, Accountant and Jr. Accountants having retirement dates between 1<sup>st</sup> June, 2018 to 31<sup>st</sup> May, 2019. Detailed terms and conditions of such engagement is given in Annexure 1.

Apart from this, employees retired between November, 2017 to May, 2018 can also apply in this scheme subject to their willingness to deposit security amount equivalent to their 200 days' leave salary. Other terms and conditions as detailed in Annexure I will remain the same.

Further, any retired employee having good experience in purchase operation may also apply for reengagement at a consolidated amount of Rs. 18,000/- per month (subject to deduction of 10% security deposit till completion of duty).

Interested employees of the Corporation satisfying the above criterion, may apply in any of the aforesaid schemes. Employees who have already retired/are due to retire, may submit their willingness to the undersigned within 15 days of issue of this circular. The scheme under which the application is made should be properly mentioned.

श्रीसेनदत्ता  
08.10.18

(S. Sen Dutta)

Personnel Manager

#### Copy to :

CMD's Secretariat – for information of CMD.

DGM(O/M)

C(V&A)

Sr Managers

Managers

Deputy Managers

Assistant Managers/RLD/RO (In charges) – for circulation to respective ROs/RLDs/DPCs.

Notice Board/Guard File/JCI website

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## Annexure I

- 1) Such retention will be for an initial period of 1year based on performance record and vigilance clearance of the incumbent and purely based on Corporation's need and choice.
- 2) The concerned employee once chosen by management needs to provide his consent for retention of his services at given contractual terms.
- 3) A consolidated amount equal to 75% of relevant grade-wise initial gross pay (Basic+DA+ Grade Pay as applicable for CDA pay scales) will be paid per month.
- 4) Leave salary of the retiring employee will be held back as security deposit (only those employees will be considered for retention who will have at least 200 days encashable leave to their credit at the time of retirement) till successful completion of retention period. In case, the leave salary amount is already disbursed, this scheme may be offered if they are willing to deposit a security amount equivalent to 200 day's leave salary.
- 5) An interest at prevailing SBI FD rate (as on the date of retirement) for equivalent period of retention on such held up leave encashment amount will be paid at the time of final release of the person on successful completion of retention period (maximum 6 months).
- 6) During the period of retention, the contract can be terminated by either side with one month's notice or pay in lieu of notice.
- 7) The Disciplinary Rules/Process of the Corporation will also be applicable for the period of retention. The employees so retained can be posted at or transferred to any location as may be decided by the Management. Also the designations of the retired persons will be as per management decision.

