



Date 16.12.2013

Special Circular

Dear Friends,

As we draw to the close of 2013, we also look forward to a bright year ahead of us. However in the coming year several of our colleagues will be retiring from service and so also from our association. At this juncture it would be befitting to remind you that in the AIC held in Delhi from 27th to 29th September certain innovative, historical decisions got unanimous nod from all the delegates present. One such scheme was **FACILITATION TO THE RETIRING MEMBERS** by our association. We have issued a Special Circular dated 21.10.13 highlighting all issues. It must also be reminded here that it was agreed to increase the subscription amount to Rs. 100/- with effect from Jan 2014 due to added financial burden because of new welfare schemes.

The facilitation scheme will be in effect from Jan 2014 and shall cover all such retiring ACOA (I) members who have continuously remained in the association for at least a minimum period of 5 years before their retirement. The Association will give a separate farewell to the retiring members and the expenditure for the get together will be borne by the branches. CHQ will fund Rs 5000/- as a cash gift to the member and Rs 1000/- will be paid by the CHQ for giving a suitable memento to the retiring member. Concerned RS/LS should confirm the status of membership of the retiring individual and inform the CHQ. The expenditure towards this can be met from the CHQ central share and can be adjusted accordingly.

To implement the scheme, the guidelines mentioned above should be kept in mind and also the following modalities need to be followed strictly:-

- 1) Identify that the retiring officer has been a member of ACOA (I) and continuously remained in the association for at least a minimum period of 5 years before his / her retirement. The Local Secretary / RS of the branch has to ensure this detail and accordingly communicate the name, designation, date of retirement of the member at least 1 month in advance to ACOA (I), CHQ.
- 2) Information regarding availability of funds with branches and regions as on 31st Dec 2013 should be communicated to CHQ by email and also centre share should be remitted to CHQ before 10th of January 2014. Branches where officers are retiring may keep the funds needed to cater facilitation and remit the balance centre share to CHQ accordingly.
- 3) Centre share should be remitted by the branch / region before the 10th day of every quarter (beginning with January) to the bank account of ACOA (I).

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As per our records a total of 21 of our members are retiring in the year 2014 which means that good amount of money shall have to be spent on felicitation of the members. Your cooperation to keep us updated on the retirements and also collection and transferring of share to CHQ shall be highly appreciated.

Given below are the details of retiring officers of Com (Ops) discipline in the year 2014. Please go through the same and communicate any deviation to the undersigned at the earliest.

Year 2014		
S.No.	NAME (S/ Shri)	MONTH OF RETIREMENT
1	S. K. RISHI	JAN
2	SANJIB DAS	JAN
3	S.K. DUTTA	FEB
4	R.P. CHANDRA	FEB
5	C.S. DAS	FEB
6	P. HORE	MAR
7	P.K. GHOSH	APR
8	A.K. GHOSH	APR
9	L.R. SRINIVASAN	APR
10	D.K. SAHA ROY	MAY
11	O.P. SHARMA	MAY
12	BHOJ BAHADUR	MAY
13	A.K. BANERJEE	JUN
14	S.S. GANGULI	JUN
15	S.K. GOSHAL	JUN
16	M.S. ANTAL	JUL
17	U. BANDOPADHYAY	SEP
18	G. NANDI	OCT
19	A.K. BASRA	NOV
20	K.K. BASUTHAKUR	DEC
21	VIJAY PRAKASH	DEC

With Warm greetings



Alok Varshney
General Secretary