

BRANCH CIRCULAR NO: 24/2006

24.11.2006

Director (Ops)

All Branch Managers

Re: "Personnel Department" to be renamed as "HUMAN RESOURCE DEPARTMENT" with effect from 1st December, 2006

You have already been informed through Branch Circular No. 21/2006, dated 06.11.2006 that "EDP" has transformed to "Information Technology & Communication Services", in short "IT&CS) and all have been advised to address the Department as "IT&CS".

In similar way, our Personnel Department will also be renamed as "**Human Resource Department**", in short "**HRD**" and the Dy. General Manager (P) will be re-designated as Dy. General Manager (HR), in short "DGM (HR)" with effect from **1st December, 2006** since, the activities of the said department are more clubbed with developmental and information oriented areas of Human resources of the Company rather than the traditional activities of industrial relations and welfare.

All are therefore, hereby advised to address the aforesaid department and the concerned DGM accordingly on and from 1st December, 2006.

(B Lahiri)
Director (Ops)

Cc: Managing Director/Director (Corp. P&S)/President (Fin)/ Exe. Vice President (PnAB)/
All General Managers/ All Dy. General Managers/ All Chief Managers/ All Regional
Managers/Mr. S. Bhowmik, Member, SOI implementation Forum