



ICAR - CENTRAL TOBACCO RESEARCH INSTITUTE

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(An ISO 9001 : 2008 Certified Institute)

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F.No.AA 109(Pen)/2018-19

Dated 19th January, 2019

CIRCULAR

The 5th meeting with Pensioners/family pensioners will be held on **Tuesday, the 22nd January, 2019** to settle pension related grievances of Pensioners/family pensioners. It is therefore, informed to all the pensioners/family pensioners to kindly send their pension related grievances for the 5th meeting in the enclosed proforma to the undersigned latest by **21.01.2019** in person/through post or through e-mail **auditctrirjy@gmail.com**. Applications will be examined to resolve the grievances in the 5th monthly meeting to be held under the chairmanship of Director, ICAR-CTRI, Rajahmundry **at 4.00pm on 22.01.2019 at the Seminar Hall of ICAR-CTRI** in the presence of Pensioners/family pensioners.

Henceforth the meeting with the pensioners will be held on 18th of every month, or if 18th happens to be a closed holiday on the next working day or written otherwise.


(PRADEEP KUMAR SINGH)
Sr. Finance & Accounts Officer,
ICAR-CTRI Pension Authorization Unit

Encl: a/a

1. Scientist-in-charge, AKMU, ICAR-CTRI, Rajahmundry with the request to please upload on the website of CTRI.

APPLICATION FOR REDRESSAL OF GRIEVANCE RELATED TO PENSION

1.	Name of Pensioner/Family pensioner	
2.	PPO No. & Date	
3.	Date of Retirement /Death of Government Servant	
4.	Name of the Institute where working at the time of retirement/death	
5.	Address for communication	
6.	Contact No. / (Mobile No.)	
7.	Email address	
8.	Detail of grievance related to pension	
9.	Are you interested to attend the meeting for redressal of grievance in person or through representative? (If through representative, give the name, address, contact no. and email address of the representative to whom meeting notice can be sent)	

Place:

Date:

Signature of Pensioner/Family Pensioner
