

To all concerned

Office Order 170

Amendment in Service Rules - Retirement of Employees

The current policy of retiring the Employees is as per clause 42(a) of the Service Rules of the company, which reads:

“All employees shall ordinarily retire from the services of the company on 30th April immediately following the completion of their 60th year of age.”

The above policy stands amended. Permanent employees of the company will retire on the last working day of the month in which they attain the age of 60 years.

The above will come into effect from 1st January 2009.

However, employees, who will be attaining the age of 60 years on or before 31st December 2008, will retire from the services of the Company on the 1st day of January 2009.

Rajmohan Singh
Director [Operations]