



NALCO OFFICERS' ASSOCIATION

MINES & REFINERY COMPLEX, NALCO

DAMANJODI-763008, Koraput, Odisha.

(Regd.No.537-98/1289-90/23.01.90)

Landline: 06853-255842

Intercom: 4299

PRESIDENT
MANAS RANJAN
BEHERA
Mob: 9437633777

VICE-PRESIDENT
DIWAKAR
SHRIVASTAVA
Mob: 9437063367

GENERAL SECRETARY
RANAJIT NAYAK
Mob: 9437156740

JOINT SECRETARY-I
ABINASH JENA
Mob: 7008314800

JOINT SECRETARY-II
SOUMYA RANJAN
SAHOO
Mob: 7606002234

TREASURER
AMLANJYOTI DAS
Mob: 9932563814

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GOURI PRASAD NAYAK
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Ref: NOA/M&R/25-26/10

Date: 30.10.2025

To,
The Chairman-cum-Managing Director,
National Aluminium Company Ltd.,
Corporate Office, BHUBANESWAR

Subject: Request for Re-introduction of Annual NALCO Diary & Calendar Distribution

Respected Sir,

As part of NALCO's long-standing tradition, the annual **NALCO Diary and Calendar** have always been a source of pride and identity for all employees, symbolizing the organization's legacy and unity.

Both the Diary and Calendar have embodied NALCO's strong corporate culture and nationwide presence. Over the years, they have consistently reflected the Company's milestones, social commitments, and vision for excellence, while also fostering a sense of belonging among employees and associates.

In view of the above, the **Nalco Officers' Association, Damanjodi** humbly requests that the practice of distributing NALCO's Diary and Calendar to all employees be kindly reconsidered for re-introduction from the next calendar year.

This initiative will not only uphold our cherished tradition but also serve as a constant reminder of our collective commitment to the organization's vision and values.

We sincerely request your kind consideration of the above proposal.

With respectful regards,

(Ranajit Nayak)
For Nalco Officers' Association, Damanjodi