



A Navratna Company  
ISO 9001:2008

## भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.

फोन: 91-22-2202 6666, 2277 2000 फैक्स: 91-22-2202 6905 वेबसाइट: www.shipindia.com

## The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021. Ph: 91-22 2202 6666, 2277 2000

Fax: 91-22 22026905 • Website: www.shipindia.com



एक कदम स्वच्छता की ओर

सीआईएन/CIN-L63030MH1950GOI008033

Ref. A 10-SEC-BD-5005/RTI-1605

23.1.2020

**Mr. Himanshu Soni,**  
**QFlat No.104, Milansar Apartments,**  
**Near A-1 Lal Market,**  
**Paschim Vihar**  
**Delhi 110063**

Dear Sir,

**Sub: Application under the RTI Act 2005**

This is further to our e-mail response dated 20.1.2020 with reference to your RTI application dated 8.1.2020. The information as received from the concerned APIO in response to your RTI application is reproduced below;

Please provide me a copy of HR policy effective in December 2013 in relation to recruitment and resignation of regular employees of the Shipping Corporation of India Ltd., wherein the definition of Notice pay and its component could be extracted.

**Reply:** During the period of probation, the services of the employees may be terminated on either side by giving one month notice or salary in lieu thereof and in case of confirmed employees by giving three months month notice or salary in lieu thereof.

In view of above, we hope you will be satisfied with the information. However, if you desire, you may prefer an Appeal before the First Appellate Authority i.e. Director (P&A) of the Corporation, "Shipping House", 245, Madame Cama Road, Mumbai - 400 021 within 30 days from the receipt of the decision.

Thanking you,

Yours faithfully,

कृते भारतीय नौवहन निगम लिमिटेड  
For THE SHIPPING CORPORATION OF INDIA LTD.

दिपांकर हालदार / DIPANKAR HALDAR  
लोक सूचना अधिकारी/PIO

23/01/2020