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11 of the means the Secretary appointed by the Corporation to perform the duties of the Secretary. Time and place of meetings Corporation shall meet at such time and place as aforesaid at least once in a month. Notice of Meetings : notice of meeting shall be sent or circulated by the Secretary to every member not less than three days before the date fixed for the meeting and it shall specify the place, the date and the hour of the meeting. provided that, the Chairman may convene a meeting at short notice for the purpose of discussing a urgent business. Agenda: (1) copy of the agenda with explanatory notes shall ordinarily be circulated by the Secy. to the members along, with the notice of the meeting. No business not on agenda shall ordinarily be transacted at any meeting. Contd. Cb. UHAN Admn.) DELHI CORPORATION Govt. of NCT of Delhi P. New Delhi-110002 1, No. 7 of 1971 DELHI TRANSPORT CORPORATION GOVT. OF INDIA UNDERTAKING) 1. *ESTATE : NEW DELHI Dated: OFFICE ORDER NO. 38. 7. 11.7B As approved by the 'DTC Board vide its Resolution No. 147/78 dated 26. 10. 78 and Ministry of Shipping & Transport vide its Letter No. 7B dated 26. 10. 78, the following concessions will be made to the DTC employees w.e.f. 1.10.1978:- (a) The House Rent Allowance is increased from 15% to 25% subject to the rules/ conditions applicable for payment of H. R.A. to Govt. servants- The Night Duty Allowance being paid to all employees, as per Office Order No. 15 dated 28th April 1978 is increased from 0.50 paise to Rs. 1/—per night. The Night Duty Allowance will be payable for the actual number of days the night duty is performed by a worker. (c) Washing Allowance of Class IV employees is increased from Ps. 2/— to Rs. 3/— per month and for Class III employees from PS. 2.50 Rs. 3.50/—, per month, as per the rules/conditioning already applicable. Leave Salary shall be admissible for the Earned Leave standing to ones credit on retirement/ death subject to a maximum period of 4 months. Leave salary shall also be admissible for Refused Leave under Clause 14 (13) of the Regulations on retirement or termination of service subject to a maximum period of service. Payment of Leave Salary will be governed by the rules applicable to Govt.-employees for payment of leave salary on (e) Workshop Staff, who are receipt of Information will be provided also w.e.f. current year. The post of vehicle Examiner is revived in the depot on the same pattern as it existed earlier. Senior Drivers will be out this duty by Depot Managers. One Vehicle Examiner will be provided to each depot in each of the two shifts. The above concessions will entail considerable financial strain on the Corporation. Workers are, therefore, requested to co-operate in increasing the operational efficiency, so that this additional expenditure can be recovered by additional income. (T.D. GUPTA) Dy. General Manager(p) All Officers/JRs/Jnits/Departments/Sections

1. Notice Boards 2. All Unions. DELHI Govt. of NCT of Delhi P. Estate. New Delhi-110002