



HOWRAH MUNICIPAL CORPORATION

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Tel: (+91-33) 2638-3211-13; Fax: (+91-33) 2641-2613

Accounts Department

Memo No. 458/AD/20-21

Date: 02-12-2020

NOTICE

This is to notify all retired employees drawing Pension or Family Pension from Howrah Municipal Corporation that **Life Certificate/Non Employment Certificate** was accepted at the newly made counters at **Pouro Shathi** near the main gate of the Corporation Head Office at 4, Mahatma Gandhi Road, Howrah -711101 from 1st November 2020 to 30th November 2020 between 11.00 am to 3.00 pm.

Now, during December 2020, **Life Certificate/Non Employment Certificate** will be accepted at the same counters at **Pouro Shathi** between 11.00 am to 1.30 pm.

Appearance of new Pensioners and Family Pensioners will continue from 1st day to 12th day of every month between 12.00 pm to 2.00 pm.

Any subsequent changes will be notified in due course of time.

Controller of Finance
Howrah Municipal Corporation

Copy to:

1. Commissioner, HMC
2. Deputy Commissioner I, HMC
3. Chief Auditor, HMC
4. Resident Audit Officer, HMC
5. Secretary & OSD, BSO
6. All HoDs/Executive Engineers/Assistant Engineers HMC
7. Assistant Engineer-Borough I/II/III/IV/V/VI/VII, HMC

Controller of Finance
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