

Central Public Information Office

Tele-Fax: 080-22320030, 080-22320004

Email : cpio_co@hal-india.co.in

No.HAL/CO/RTI-128/2024/ 319

20th Jun 2024

Shri Kareem Ansari

Yugantar (5FZUE95B) 3-4-142/6,

Barkatpura, Hyderabad,

Telangana-500027

E-Mail : 5fzue95b@yourti.in

SUB: REQUEST FOR INFORMATION UNDER THE RTI ACT-2005
(REGD. NO.128/2024)

1. Please refer to your RTI application bearing Registration No. HALTD/R/T/24/00005 dated 29th May 2024 received by HAL on transfer from Ministry of Power, vide Reference Number : POWER/R/P/24/00069 dated 29th May 2024.

2. Information sought in the RTI application is as under :

Information Requested	Reply / Information
<u>Sl.No.1 of RTI application:</u> The format of the experience certificate issued by Government Department / PSU to its employees.	A format of the Service Certificate is enclosed.
<u>Sl.No.2 of RTI application:</u> A copy of the relevant rules / circulars / orders governing the issuance of experience certificates in Government Department / PSU.	Information sought is not available.

15/1, ಕಬ್ಬನ್ ರೋಡ್, ಬೆಂಗಳೂರು - 560 001, ಭಾರತ, 15/1, ಕಬ್ಬನ್ ರೋಡ್, ಬೆಂಗಳೂರು - 560 001, ಭಾರತ

15/1, Cubbon Road, Bengaluru - 560 001, India

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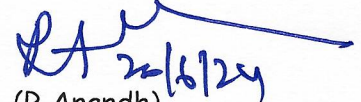
ದೂರವಾಣಿ (ಫೋನ್) Ph.: +91-80-2232 0701, ಟೆಲಿಫ್ಯಾಕ್ಸ್ (ಟೆಲಿಫೆಕ್ಸ್) Telefax : +91-80-2232 0432

CIN:L35301KA1963GOI001622, GST No. : 29AAACH3641R2Z2

3. In case you are aggrieved / dissatisfied with the reply / information provided, you have a discretion to Appeal under Section 19 of the RTI Act- 2005 within 30 days of receipt of this letter to the under mentioned Appellate Authority:-

Shri Mukesh Agrawal
General Manager (QA) & Appellate Authority
HAL, Corporate Office,
PB No. 5150, 15/1, Cubbon Road
Bangalore - 560001
Phone No. 080-22320902
E-Mail : mukesh.agarwal@hal-india.co.in

Yours faithfully,
For Hindustan Aeronautics Limited


(R Anandh)

Dy. General Manager (Security) &
Central Public Information Officer

Encl.: As stated above.

Letter No. _____

Date: _____

SERVICE CERTIFICATE

- | | | |
|----|----------------------|---|
| 1 | Name of the Employee | - |
| 2 | Dept. / EID Number | - |
| 3 | Father's Name | - |
| 4 | Date of Birth | - |
| 5 | Date of Joining HAL | - |
| 6 | Date of Leaving HAL | - |
| 7 | Designation | - |
| 8 | Scale of Pay | - |
| 9 | Reason for Leaving | - |
| 10 | Conduct & Character | - |

Last Pay Particulars

Basic Pay	- Rs. _____ per month
Dearness Allowance	- Rs. _____ per month
HRA	- Rs. _____ per month
Perks & Allowances	- Rs. _____ per month
Canteen Allowance (Meal Voucher)	- Rs. _____ per month
Total	- Rs. _____/- per month

for HINDUSTAN AERONAUTICS LIMITED,

(NAME)

(DESIGNATION OF HR OFFICIAL)