

BRIDGE AND ROOF COMPANY (INDIA) LIMITED
(A GOVT. OF INDIA ENTERPRISE)

MEMO

December 31, 2024

From: Chairman & Managing Director	To: All Employees (Executives & Permanent Staff)
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Sub: Submission of Annual Property Return as on 31.01.2025 as per Clause 15 (1) of CDA Rules of the Company.

1. With reference to above, you are advised to submit the property return statements (in form 1,2,3) dully filled in, to the online portal of the company positively by 31.01.2025, as of a mandatory requirement of officer and Permanent staff grade. The same in hard copy may send to the following address only as an alternate option:

General Manager (HR)

Bridge and Roof Company (India) Ltd.
Kankaria Centre (5th Floor)
2/1 Russel Street,
Kolkata-700071.

2. Blank formats may be downloaded from the Vigilance Section of Company's Website (www.bridgeroof.co.in).
3. All Officers & Permanent Staffs are also advised to provide their contact number to the aforesaid statement in order to access in case of further query, if any.
4. The Executives of officer Gr. E0 to E8 and all Permanent Staffs, who fail to comply / adhere to the above instructions / timelines will not be given any vigilance clearance, whatsoever under any circumstances for the aforesaid calendar Year.


06.01.2025

(R. K. SINGH)

- CC: D(F)
CC: D(PM)
CC: CVO
CC: GM (HR) – for circulation to all officers.

ब्रिज एण्ड रूफ कंपनी इंडिया लिमिटेड
BRIDGE AND ROOF COMPANY (INDIA) LTD.
(भारत सरकार का एक उद्यम/A Government of India Enterprise)
2/1, रसल स्ट्रीट कंकड़िया सेंटर, /Russel Street "Kankaria Centre"
कोलकाता/ Kolkata – 700 071

MEMO

March 16, 2024

FROM : CMD

TO : All Employees
(Executives and Permanent Staff)

Subject : Submission of Annual Property Return as on 01.01.2024

In line with provisions of Central Vigilance Commission Act, 2003, you are directed to immediately furnish the duly filled in Statement of Property Return (in form 1,2 & 3) as on 01.01.2024 into the EIS portal of the Company, if not done so far. Alternatively, the same in hard copy may be submitted to the following address:

General Manager (HR)
Bridge and Roof Company (India) Ltd.
5th Floor, Kankaria Centre
2/1, Russel Street
Kolkata – 700 071

Blank formats may be downloaded from 'Official' section of EIS Portal of the Company by logging into to the link:

https://eis.bridgeroof.in/storage/official_form/1704354547.pdf

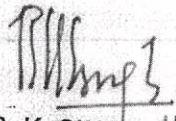
Alternatively, blank formats are also available at Company's web-site under subsection 'Circular' of section 'Vigilance' under the head 'Transparency' accessible directly at the following link:

<https://www.bridgeroof.co.in/Upload/MediaGallery/PDF/sa/21851-2024-Jan-04-15-57-29.pdf>

Contact number may also be provided in the filled in formats for queries/clarifications, if any.

The submission of Property Return within a month this time as well as on 1st January each subsequent year henceforth shall be mandatory, without waiting for circulation/reminder every time.

Non-adherence to above may attract disciplinary proceedings as per rules.


(R. K. SINGH) 16.03.2024

CC : D(F)
CC : D(PM)
CC : CVO
CC : GM(HR)/GM(IT) – for arranging circulation & compilation

BRIDGE AND ROOF COMPANY (INDIA) LIMITED
A GOVT. OF INDIA ENTERPRISE

MEMO

February 07, 2024

FROM : CMD

TO : ALL Employees
(Executives & Permanent Staff)

Sub : Reminder for Submission of Annual Property Return as on 01.01.2024 as per Clause 15 (1) of CDA Rules of the Company.


With reference to above, you are hereby directed to submit the property return statements (in form 1,2,3) duly filled into the online portal of the company immediately, as it is mandatory requirement for officer and Permanent staff grade . The same in hard copy may be sent to the following address as an alternate option:

General Manager (HR)
Bridge and Roof Co (I) Ltd
Kankaria Centre (5th Floor)
2/1 Russel Street,
Kolkata-700071.

Blank formats may be downloaded from the Vigilance Section of Company Website (www.bridgeroof.co.in).

All officers & Permanent Staffs are also advised to provide their contact number to the aforesaid statement in order to access in case of further query, if any.

The Executives of officer Gr. E0 to E8 and all Permanent Staffs (except workers), who fail to comply / adhere to the above instructions / timelines, may be subject to disciplinary action in compliance to Government guidelines .


07.02.2024
(R. K. SINGH)

CC: D(F)
CC: D(PM)
CC: CVO
CC: GM (HR) – for circulation.

BRIDGE AND ROOF COMPANY (INDIA) LIMITED
A GOVT. OF INDIA ENTERPRISE

MEMO

January 02, 2024

FROM : CMD	TO : ALL Employees (Executives & Permanent Staff)
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**Sub : Submission of Annual Property Return as on 01.01.2024
as per Clause 15 (1) of CDA Rules of the Company.**


With reference to above, you are advised to submit the property return statements (in form 1,2,3) dully filled in , to the online portal of the company positively by 31.01.2024, as of a mandatory requirement of officer and Permanent staff grade . The same in hard copy may send to the following address only as an alternate option:

General Manager (HR)
Bridge and Roof Co (I) Ltd
Kankaria Centre (5th Floor)
2/1 Russel Street,
Kolkata-700071.

Blank formats may be downloaded from the Vigilance Section of Company Website (www.bridgeroof.co.in).

All officers & Permanent Staffs are also advised to provide their contact number to the aforesaid statement in order to access in case of further query, if any.

The Executives of officer Gr. E0 to E8 and all Permanent Staffs, who fail to comply / adhere to the above instructions / timelines will not be given any vigilance clearance, whatsoever under any circumstances for the aforesaid calendar Year.


(R. K. SINGH) 02.01.2024

CC: D(F)
CC: D(PM)
CC: CVO
CC: GM (HR) – for circulation to all officers.

BRIDGE AND ROOF CO. (INDIA) LIMITED
A GOVT. OF INDIA ENTERPRISE

MEMO

January 07, 2023

FROM : CMD	TO : ALL Officers
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Sub : Submission of Annual Property Return as on 01.01.2023
as per Clause 15 (1) of CDR Rules of the Company.


With reference to above, you are advised to submit the property return statements (in form 1,2,3) dully filled in , to the online portal of the company positively by 31.01.2023, as of a mandatory requirement becoming a officer . The same in hard copy may send to the following address as an alternate option:

General Manager (HR)
Bridge and Roof Co (I) Ltd
Kankaria Centre (5th Floor)
2/1 Russel Street,
Kolkata-700071.

Blank formats may be downloaded from the Vigilance Section of Company Website (**www.bridgeroof.co.in**).

The officers are also advised to provide their contact number to the aforesaid statement in order to access in case of further query, if any.

The Executives (Officer Gr. E0 to E8), who fail to comply / adhere to the above instructions / timelines will not be given any vigilance clearance, whatsoever under any circumstances for the aforesaid calendar Year.


(R. K. SINGH) 07.1.2023

CC: D(F)
CC: D(PM)
CC: CVO
CC: GM (HR) – for circulation to all officers.

BRIDGE & ROOF CO. (I) LTD.
A GOVT. OF INDIA ENTERPRISE

MEMO

November 30, 2021

FROM : C&MD	TO: All Officers
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**Sub : Submission of Annual Property Return as on 01.01.2022
as per Clause 15 (1) of CDR Rules of the Company.**


With reference to above, you are advised to submit the property return statements (in form 1, 2 & 3) dully filled in, to the online portal of the company positively by 31.01.2022, as of a mandatory requirement becoming a officer. The same in hard copy may sent to the following address as an alternate option:

General Manager (HR)
Bridge & Roof Co. (I) Ltd.
Kankaria Centre (5th floor).
2/1 Russel Street
Kolkata - 700 071.

Blank formats may be downloaded from the Vigilance Section of Company website (www.bridgeroof.co.in).

The officers are also advised to provide their contact number to the aforesaid statement in order to access in any case of further query, if any.

The Executives (Officer Gr. E0 to E8), who fail to comply /adhere to the above instructions /timelines will not be given any vigilance clearance, whatsoever under any circumstances for the aforesaid calender year.


(R. K. SINGH) 02.12.2021

cc: D(F)
cc: D(PM)
cc: CVO
cc: GM(HR) – for circulation to all officers.