



**KARACHI METROPOLITAN CORPORATION**

Human Resources Management Department

Old KMC Building, main M.A Jinnah Road Karachi.

Off#99215125

No: Sr. Dir (HRM)/Dir(R.A)/KMC/2021/3507

Dated: 03/12/2021

SUB: PREPARATION OF DOCUMENTS WITH REGARDS TO  
RETIREMENT OF EMPLOYEES OF KMC.

Reference this office letter No. No.Sr.Dir(HRM)/Dir(R.A)/KMC/2021/3469 dated: 30-11-2021 on the subject cited above.

I am directed to request you to please sent complete list of all the employees who will be retiring before 30<sup>th</sup> June-2022 may kindly be furnished to the HRM Department KMC latest by 17th December-2021 positively.

Director (Retirement Affairs)  
Human Resources Management  
K.M.C.

All Head of Department KMC.

Copy for Information to:-

1. The Administrator KMC.
2. The Metropolitan Commissioner KMC.
3. The Sr. Director (HRM) KMC.
4. The Financial Advisor KMC.
5. Master File.