

WAPCOS LIMITED
(A Government of India Undertaking)
76-C, Institutional Area, Sector-18, Gurgaon (Haryana)

No. WAP/HRERP/Cir.16/2025

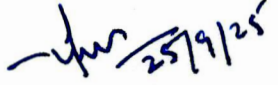
25th September, 2025

CIRCULAR

In continuation to Circular No. WAP/HRERP/Cir.15/2025 dated 12.09.2025 regarding "No Objection Certificates (NOCs)" it is advised that all NOC-related cases must be put up in advance by the concerned employee and the HOD may ensure that the case is received in HR Division at least 15 days prior to the date on which the NOC is required.

This issues with the approval of Competent Authority.

For WAPCOS Ltd.


(Sanjay Sharma)
General Manager (HR)

All concerned

Copy to:

- Director (F)/Director (C&HRD)
- All HODs/Divisions
- GM (IT)-for uploading on Company's Website.
- All Field Offices in India and Abroad
- Office of CMD – for kind information
- Hindi Section for Hindi Version
- Notice Boards

WAPCOS Limited
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76-C, Institutional Area, Sector-18,
Gurgaon (Haryana)

No.WAP/HRERP/Cir.15/2025

Dated: 12.09.2025


CIRCULAR

All the NOC's for outside jobs, personal foreign visit and higher studies shall be put up through ERP. After receipt of duly filled application in HR Division, following sequential time lines will be followed for approval of Competent Authority for issuance of NOC:

S. No	Division	No. of working days
1	Putting up the case for Vigilance Clearance	02
2	Issue of NOC post Vigilance Clearance & approval of Competent Authority	01

This issues with the approval of the Competent Authority.

For WAPCOS Limited


(Sanjay Sharma)
General Manager (HR)

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