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

No. WAP/HR/Cir./2025

## CIRCULAR

All the Circulars/SOPs shall be uploaded on Company's Website. For this purpose Concerned Divisions will send a copy to IT Division for uploading the same on Company's Website.

General Manager (IT) shall ensure timely uploading on Company's Website. A quarterly compliance report on the same shall be submitted through HR division to the Management.

This issues with the approval of the Competent Authority.

For WAPCOS Limited

Dated: 20.09.2025

(Sanjay Sharma) General Manager (HR)

## Copy to:

- 1. Director (F)/Director (C&HRD)/CVO
- 2. All HODs/Divisions
- 3. General Manager (IT)
- 4. All Field Offices in India and Abroad
- 5. Office of CMD for kind information
- 6. Hindi Section for Hindi Version
- 7. Notice Boards