

**TELANGANA STATE BEVERAGES CORPORATION LIMITED**  
*(An authority on behalf of Government of Telangana)*  
2<sup>nd</sup> Floor, Prohibition and Excise Complex, 9&10, M J Road, Nampally  
**HYDERABAD - 500 001**

Cr.No. TSBCL/ID cards/43/2016/ 3093

Dated: 24-11-2016

**CIRCULAR - 98**

Sub: Admn-Request for issue of identity cards to TSBCL Employees and employees on deputation to TSBCL, IMFL Depots - Regarding

Ref: Telangana State Beverages Corporation Limited Employees Union representation dated 16-09-2016

the Employees Union, Telangana State Beverages Corporation Limited, represented for issuance of Identity Cards to all the regular Employees of the Corporation. After careful examination of the representation it is proposed to issue Identity Cards to all the regular employees / employees on deputation.

All the Chief Managers/Managers are requested to issue identity cards to all the regular employees and the employees who are on deputation from sister organisations. The Chief Managers / Managers are authorised to sign on the Identity Card as issuing authority.

The proforma for identity card is given below:

**GOVERNMENT OF TELANGANA STATE  
TELANGANA STATE BEVERAGES CORPORATION LIMITED  
(IMFL DEPOT.....)**

**IDENTITY CARD**

NAME : \_\_\_\_\_ S/o/ D/o /W/o: \_\_\_\_\_ Photo  
DESIGNATION: \_\_\_\_\_ EMPLOYEE Code: \_\_\_\_\_  
NATURE OF EMPLOYEMENT : \_\_\_\_\_ REGULAR / ON DEPUTATION:  
DATE OF BIRTH: \_\_\_\_\_ DATE OF RETIREMENT: \_\_\_\_\_  
BLOOD GROUP: \_\_\_\_\_

**SIGNATURE OF THE EMPLOYEE:**

**ISSUING AUTHORITY**

(BACK SIDE OF CARD: CONTACT DETAILS OF EMPLOYEE)

All the Chief Managers / Managers are requested to issue identity cards by following the purchase procedures.

(By order of Managing Director)

  
GENERAL MANAGER (P&A)

To: All the Chief Managers/Managers, of IMFL Depots in Telangana State.