



HPGCL

AN ISO: 9001, ISO : 14001 &
OHSAS : 18001 COMPANY

HARYANA POWER GENERATION CORPORATION LTD

Regd. Office: C-7, Urja Bhawan, Sector-6, Panchkula

website: - www.hpgcl.org.in

Corporate Identity Number: 45207HR1997SGC033517

Telephone No. 0172-5023425

Fax No. 0172-5022434

From

Chief Engineer/Admn.,
HPGCL, Panchkula.

To

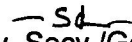
1. All Chief Engineers in HPGCL.
2. COF/COA, HPGCL, Panchkula.
3. LR,HPUs, Panchkula.
4. SE/Technical (HQ), HPGCL, Panchkula.
5. SE/FTPS, HPGCL, Faridabad.
6. All FAs & CAOs at HPGCL projects.
7. All Dy. Secy./Under Secy./Admn. Officers in HPGCL

Memo No.Ch.- 68 /HPGCL/GB/ENG/G-160 /1654 Dated: 14 .01.2019

Subject:- Upgradation of 02 nos. post of Sr. Scale Stenographer to the post of Personal Assistant and downgrading of 2 nos. post of Senior Private Secretary to the post of Private Secretary - Ex-post facto approval.

Kindly refer to subject cited matter.


Board of Directors, HPGCL in its meeting held on 21.11.2018 has accorded its ex-post facto approval for up-gradation of 02 nos. post of Sr. Scale Stenographer to the post of Personal Assistant and downgrading of 2 nos. post of Senior Private Secretary to the post of Private Secretary in HPGCL as notified vide office order no.79/CE/Admn./GB/ENG/G-160 dated 05.10.2018.


Dy. Secy./Genl.,
for Chief Engineer/Admn.,
HPGCL, Panchkula.

Endst. No. Ch.- 68 /HPGCL/GB/ENG/G-160 /1654 Dated:- 14 .01.2019

A copy of above is being forwarded to the following for information and necessary action please.

1. Company Secretary, HPGCL, Panchkula w.r.t. his office letter no. 004/Ch.21/CS/HPGCL/ 116BM dated 03.01.2019 (agenda item no.116.19).
2. XEN/IT, HPGCL, Panchkula for uploading the same on HPGCL website.


Dy. Secy. /Genl.,
for Chief Engineer/Admn.,
HPGCL, Panchkula.

CC:-

1. OSD/Tech, to MD, HPGCL, Panchkula.
2. SPS to Director/Technical/Generation, HPGCL, Panchkula.
3. PS to Chief Engineer/Admn., HPGCL, Panchkula.

4/1/19
14/1/19