
 <p>HPGCL AN ISO 9001, ISO 14001 & OHSAS 18001 CERTIFIED COMPANY</p>	<p>HARYANA POWER GENERATION CORPORATION LIMITED Regd. Office: C-7, Urja Bhawan, Sector-6, Panchkula Corporate Identity Number: U45207HR1997SGC033517 Website: www.hpgcl.org.in</p> <p>Telephone No. 0172-5023407 Fax No. 0172-5022432</p>	 <p>॥ कर्मणो भवतु धर्मः - कर्मणो भवतु धर्मः ॥</p>
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From

The Chief Engineer/Admn.,
HPGCL, Panchkula.

To

1. The Chief Engineer/PTPS, HPGCL, Panipat.
2. The Chief Engineer/RGTPP, HPGCL, Hisar.
3. The Chief Engineer/Projects, HPGCL, Panchkula.
4. The Chief Engineer/Operation-cum-Fuel, HPGCL, Panchkula.
5. The Chief Engineer/Planning, HPGCL, Panchkula.
6. The Chief Engineer/DCRTPP, HPGCL, Yamunanagar.
7. The Chief Engineer/HPPC, Panchkula.
8. Controller of Finance, HPGCL, Panchkula.
9. Controller of Accounts, HPGCL, Panchkula.
10. Company Secy., HPGCL, Panchkula.
11. SE/Technical, HPGCL, Panchkula.
12. SE/FTPS, HPGCL, Faridabad.
13. All Dy. Secy., HPGCL.
14. All Under Secy., HPGCL.
15. Secretary, BBMB, Sector-19/B, Chandigarh.

For Personal
Attn.

Most Urgent

Reminder-II

Memo No. Ch-282 /HPG/QR-531/Vol-VI
Dated: 17.07.2018

Subject : ACRs for the year 2017-2018 in respect of all Gazetted Officers.

In the light of ACRs instructions issued by erstwhile Secretary, HSEB vide Memo No. 173751/4096/NGE/G-452 dated 10.12.1971 and reiterated from time to time the ACRs of all categories of officers for the year 2017-2018 must have been written by 30.04.2018.

You were requested vide this office Memo No. **Ch-263/HPG/QR-531/Vol-VI** dated **28.02.2018** followed by reminder-I **Ch-282/HPG/QR-531/Vol-VI** dated **02.07.2017**(copy attached herewith for ready reference) to submit the ACRs for the period 2017-18 of all officers under your control. However, least number of ACRs has been received in this office till date.

It is therefore, once again requested that the ACRs of the officers shall be submitted to this office duly signed by all concerned competent authorities latest by 27.07.2018 and a certificate shall be furnished by 30.07.2017 by all the Head of Departments that ACRs have been written in respect of all officers under their control.

This may please be treated as most urgent.

DA/As above


 Dy. Secy./Estt.(G)
 For Chief Engineer/Admn.,
 HPGCL, Panchkula.

CC: