



**HARYANA POWER GENERATION CORPORATION LIMITED**

*An ISO:9001, ISO:14001 and OHSAS:18001 certified Company*

*Corporate Identity No. U45207HR1997SGC033517*

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**DUTY CERTIFICATE**

It is certified that I, \_\_\_\_\_, remained on duty or on leave with allowances which has already been sanctioned by the competent authority throughout the period from dated \_\_\_\_\_ to \_\_\_\_\_.

It is further certified that the above period does not include any unauthorized absence from the duty or the leave, which is yet to be sanctioned by the competent authority and/or extraordinary leave or any other period which does not count for increment.

Name:

Designation:

Place of Posting:

Employee Code:

To

The Sr. Accounts officer,  
Pay & Accounts Section,  
HPGCL , Urja Bhawan,  
Sec-6, Panchkula.