



HPGCL

HARYANA POWER GENERATION CORPORATION LIMITED

AN ISO:9001,ISO:14001 & OHSAS:45001 CERTIFIED COMPANY

Regd. Office: C-7, URJA BHAWAN, SECTOR-6, PANCHKULA.

Corporate Identity Number:- U45207HR1997SGC033517

website: www.hpgcl.org.in Email: dsgenl@hpgcl.org.in

Telephone No.0172-5023425

Fax No.0172-5022434

Office Order No. 221/CE/Admn.

Dated:-

22.04.2022

In reference to Controller of Finance memo dated 18.08.2018 issued regarding revised structure of admissibility of Travelling Allowance, Daily Allowance, Travelling Entitlement.

Managing Director, HPGCL has accorded approval to delegate his power regarding prior approval of journey to travel within & outside India by air in respect of Grade-III employees to Chief Engineer/Admin. However journey shall be approved after ascertaining suitability and criticality of official work.

sd

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

Endst. No. Ch-135 HPGCL/GB-483/6047

Dated:-

22.04.2022

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

1. All Chief Engineers in HPGCL.
2. Controller of Finance, HPGCL, Panchkula.
3. Controller of Accounts, HPGCL, Panchkula.
4. Company Secretary, HPGCL, Panchkula.
5. LR, HPU, Panchkula.
6. SE/FTPS, HPGCL, Faridabad.
7. All FAs & CAOs in HPGCL.
8. All Dy. Secy./Under Secy./Admn. Officers in HPGCL.
9. XEN/IT, HPGCL, Panchkula. It is requested to host this office order on the website of HPGCL.

22/4/22

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

CC:-

1. OSD/Tech. to MD, HPGCL, Panchkula.