ODISHA POWER TRANSMISSION CORPORATION LIMITED
(A Govt. of Odisha Undertaking)
REGD. OFFICE: JANPATH: BHUBANESWAR-751022

No.AW-LW-II-03/2001(Vol-II) Pt./772$^{(120)}$ / Dated,13.01.2014

To

All Chief General Managers/
All Senior General Managers/
All General Managers /
All Dy. General Managers /
All Asst. General Managers /
All Managers (Electrical) & Telecommunication of field units &corporate office of OPTCL.
Superintending Engineer, Civil Works Circle,Bhubaneswar/
Executive Engineer, Civil Works Divn., Bhubaneswar/Burla.

Sub:-   Grant of Special Casual Leave to the members of the Odisha Power
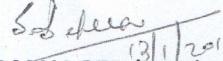Transmission Engineers' Association.

Sir,

I am to say that the Management of OPTCL have been pleased to grant Special Casual Leave for one day i.e on 22.01.2014 to the members of the Odisha Power Transmission Engineers Association, Bhubaneswar who are posted in Bhubaneswar or within 150 Kms from Bhubaneswar and two days of Special Casual Leave i.e. on 21.01.2014 & 22.01.2014 to the employees who are posted beyond 150 Kms from Bhubaneswar to attend the 14th Annual General Body Meeting scheduled to be held on 22.01.2014 at Bhubaneswar.

All the Circle heads / Divisional heads / the controlling authority of Corporate office are requested to make necessary arrangements so that participation of any member should not be detrimental to the office work of the organisation.

The members of the Association, who desire to attend the General Body Meeting shall have to obtain prior permission from the Competent Authority for grant of Special Casual Leave.

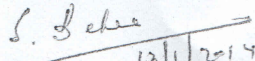By order,

DY.GENERAL MANAGER (HRD) I.R.

Memo No. 773   / Dated, 13.01.2014
Copy to the General Secretary, Odisha Power Transmission Engineers' Association, Bhubaneswar for information with reference to his letter No.68 dt.19.12.2013.

DY.GENERAL MANAGER (HRD) I.R.

Memo No.   774$^{(3)}$ / Dated,13.01.2014
Copy submitted to the Sr. P.S. to CMD, OPTCL / P.S. to Director (HRD) / P.S. to Director (Finance) for kindinformation of CMD and Directors.

DY.GENERAL MANAGER (HRD) I.R.