



# ODISHA POWER TRANSMISSION CORPORATION LTD.

(A Government of Odisha Undertaking)

CIN – U40102OR2004SGC007553

Regd. Office: JANPATH, BHUBANESWAR – 751022,

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No.AW—CR-Misc-18/2010 - 3989

Dated: 22.2.2016

## CIRCULAR

OPTCL in collaboration with ICICI Prudential will enable an **AADHAAR helpdesk** for our employees from **24.02.2016 to 26.02.2016 (10 a.m to 5 p.m)** under its employee engagement program. The helpdesk will be placed at **Central Issue Section**. Employees can change their printed Aadhaar card to PVC/Plastic AADHAAR card which values same as original AADHAAR card with additional features on submission of following:

- Credentials of AADHAAR number
- Photo copy of present Aadhaar card (Please carry the original Aadhaar card for verification)
- Registered mobile no
- Biometric details either finger prints or iris scans
- Charges for issue of PVC Aadhaar card will be Rs.60/- per card (as per Govt. approved charges)

Those employees who do not have Aadhaar card may submit the Aadhaar application form to the vendor who will conduct the Aadhaar card enrolment camp after a period of one month.

All the employees are requested to take benefit of the said helpdesk which will function for a limited period of time.

**GENERAL MANAGER (HRD), CR**

Dated: 22.2.2016

Memo No. 3990

Copy forwarded to All functional Directors / Chief General Managers / Sr. General Managers / General Managers / Dy. General Managers / Asst. General Managers / Managers / Dy. Managers / Asst. Managers / Superintending Engineer, Civil Works Circle, Bhubaneswar / Executive Engineer, Civil Works Division, Bhubaneswar/ M.O (Power Hospital) / Company Secretary, GRIDCO for information. They are requested to circulate among all the employees under their control.

**ASST. GENERAL MANAGER (HRD), CR**

Dated: 22.2.2016

Memo No. 3991

Copy to the Chief General Manager (IT), OPTCL Hqrs. Office, Bhubaneswar for information and necessary action. He is requested to upload this circular in the OPTCL website for information of all concerned.

**ASST. GENERAL MANAGER (HRD), CR**

Dated: 22.2.2016

Memo No. 3992

Copy to the Sr.P.S to CMD for kind information of CMD.

**ASST. GENERAL MANAGER (HRD), CR**

Dated: 22.2.2016

Memo No. 3993

Copy to Notice Board of GRIDCO Building / OPTCL Corporate Building / Power Hospital for wide circulation.

**ASST. GENERAL MANAGER (HRD), CR**