



ODISHA POWER TRANSMISSION CORPORATION LIMITED  
Regd. Office : Janpath : Bhubaneswar : 751022

No. AWC-I-1/2013

14413

/Dt.12.08.2013



OFFICE ORDER

Sub: Submission of EPAR through e-Shakti for Appraisal Period 2012-13

OPTCL Management has implemented Executive Performance Appraisal System through e-Shakti (ERP) for the Appraisal Period 2012-13. In order to manage the challenges in transition period, the various dates of submission of EPAR by the Appraisee as well as Reporting / Reviewing / Accepting Officers had been extended vide this Office Order No.8589 dtd.15.05.2013. As per the said order the appraisal process need to be completed by 31<sup>st</sup> July 2013. But it is observed that many executives have not initiated Appraisal Flow till now. Moreover, in many instances the EPARs are pending for action at various levels (Reporting / Reviewing / Accepting Officers).

In order to give complete shape to the EPAR process of all executives for the Appraisal Period 2012-13, the last date for receiving the completed EPAR by Performance Cell has been extended till 20.08.2013. No further extension shall be considered henceforth. Once the appraisal for the Appraisal Year 2012-13 is completed by 20.08.2013, the appraisal flow for 2013-14 will be uploaded in the system.

By Order.

A Mahapatra  
AGM(HRD)-IV

Memo No. 14414 (120) Dt. 12/8/13

Copy forwarded to all Functional Directors / All CGMs / All Sr.GMs / All GMs / All DGMs / All AGMs / All Managers / All Dy.Managers / All Asst.Managers / All Jr.Managers / All SOs / All PS & PA of OPTCL & GRIDCO for information and necessary action.

A Mahapatra  
AGM(HRD)-IV

Memo No. 14415 (2) Dt. 12/8/13

Copy forwarded to Sr.PS to CMD for kind information of CMD.

A Mahapatra  
AGM(HRD)-IV

C.C. CGM(IT) to upload the scanned copy of the circular in OPTCL website under caption "ERP-Update".