



ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha Undertaking)

REGD. OFFICE: JANPATH: BHUBANESWAR-751022

No.AW-LW-II-03/2000(Pt.)/

1474 (120)

/Dated, 15/01/2015

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) Civil Works Circle, Bhubaneswar/
Executive Engineer, (Civil) Civil Works Divn., Bhubaneswar / Burla.

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

Sir,

I am directed to say that the Management of OPTCL have been pleased to grant Special Casual Leave for one day i.e on 21.01.2015 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 20.01.2015 & 21.01.2015 to the employees who are posted beyond 150 Kms from Bhubaneswar to attend the 15th Annual General Body Meeting of the Association for the year 2015-2016 scheduled to be held on 21.01.2015 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 and no T.A. & D.A. shall be allowed to attend the meeting. The above leave shall not be applicable to the Diploma Engineers.

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

By order,

Memo No. 1475 (3) /Dated, 15/1/2015
S. B. Behera 15/1/2015
DY.GENERAL MANAGER (HRD) I.R.

Copy submitted to the Sr. P.S. to CMD, OPTCL / P.S. to Director (HRD) / P.S. to Director (Finance) for kind information of CMD and Directors.

Memo No. 1476 /Dated, 15/1/2015
S. B. Behera 15/1/2015
DY.GENERAL MANAGER (HRD) I.R.

Copy forwarded to the DGM(I.T), OPTCL Hqrs. Office, Bhubaneswar for information and necessary action. He is requested to upload this circular in OPTCL Web site.

Memo No. 1477 /Dated, 15/1/2015
S. B. Behera 15/1/2015
DY.GENERAL MANAGER (HRD) I.R.

Copy to the General Secretary, Odisha Power Transmission Engineers' Association,