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To

- 1) Chief Engineer/ TS, PSTCL, Patiala.
- 2) Chief Engineer/ SLDC, PSTCL, Patiala.
- 3) Chief Engineer/ P & M, PSTCL, Ludhiana.
- 4) Chief Financial Officer, PSTCL, Patiala.
- 5) Chief Accounts Officer(Finance & Audit), PSTCL, Patiala.
- 6) Dy.CE/Store and Disposal, PSTCL, Patiala.
- 7) Dy.CE/HR and Admin, PSTCL, Patiala.
- 8) Dy.CE /Technical Audit, PSTCL, Patiala.

Memo No: 291-303/IT-1193 Dated : 12/06/2020

Subject: Regarding Implementation of e-Office in PSTCL and Training of Users.

Reference: This office memo no. 221-228/IT-1193 dated 22.05.2020

In this regard, it is further requested that please nominate a senior level officer under your office as a nodal officer for coordination with this office for various activities/ data collection, related to implementation of e-Office in PSTCL and inform the same by email to se-it@pstcl.org by 16/06/2020.


It is also brought out that Master users under each HOD have already taken training online since last three weeks for using the e-Office and it is requested to instruct them to make Whatsapp groups of all other specified eOffice users under each HOD and start giving the instructions/ training to them too on similar lines.

For any kind of support, Master users may contact IT Team i.e. Mr. Mandeep Singh / AM-IT (96461-02809), Mr. Amandeep Singh / DM-IT (96461-02723) and Er Sunil Kumar Gupta /Sr. Xen-IT(96461-17962).

This is for your information and necessary action please.

CC: For kind information please.

1. Sr. PS to CMD, PSTCL, Patiala
2. Sr. PS to Director/Admin, PSTCL, Patiala
3. Sr. PS to Director/Technical, PSTCL, Patiala
4. Sr. PS to Director/Finance & Commercial, PSTCL, Patiala
5. Sr. PS to CE/HIS&D, PSTCL, Patiala


SE/IT
O/L PSTCL, Patiala
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