



PUNJAB STATE TRANSMISSION CORPORATION LIMITED

(Regd. Office: PSEB Head Office, The Mall, Patiala-147001, Punjab, India)

Corporate Identity Number: U40109PB2010SGC033814

(Office of SE/HR&Admn., Shakti Sadan, Patiala)

Fax No. 0175-2220054 Telephone No. 0175-2225907 Website: www.pstcl.org

To

1. CE/P&M, PSTCL, Ludhiana.
2. CE/TS, PSTCL, Patiala.
3. CE/SLDC, PSTCL, Patiala.
4. CFO, PSTCL, Patiala.
5. FA, PSTCL, Patiala.
6. SE/IT, PSTCL, Patiala.
7. Dy.CE/Planning & TA, PSTCL, Patiala.
8. Company Sectary, PSTCL, Patiala.

Memo No: 12948/55

Date: 15.9.2014


Subject: Posting/Transfers orders of officers/officials of PSTCL.

It has been observed that in many cases the posting/transfer orders of officers/officials issued by the HR dept. are not complied with meticulously & the modification in transfer orders are been done by the concerned Officer-In charge/HOD, even without informing the HR department, in spite of instructions issued by the HR department from time to time. The same has been viewed seriously by the PSTCL management.

It has been decided by the PSTCL management that the posting/transfer orders issued by the HR dept. must be implemented in true spirit and no transfer/amendment should be done at any level. If any transfer/adjustment is urgently needed as per the demand of system the same may be send to HR department with due recommendations by concerned HOD.

This issue with the approval of Hon'ble CMD/PSTCL.

12956/59
15.9.2014


Dy. CE/HR & Admn.,
PSTCL, Patiala.

CC:

- 1) Sr.PS to CMD, PSTCL, Patiala.
- 2) Dy.Secy to Dir./Tech., PSTCL, Patiala.
- 3) Sr.PS to Dir./F&C, PSTCL, Patiala.
- 4) Sr.PS to Dir./Admn., PSTCL, Patiala.
- 5) CE/HPI, PSTCL, Patiala.