



**PUNJAB STATE TRANSMISSION CORPORATION LTD.**  
(Regd. Office: PSEB Head Office, The Mall, Patiala-147001, Punjab, India)  
Corporate Identity Number: U40109PB2010SGC033814  
(O/O Dy. CE/HR & Admin, PSTCL, PATIALA)

---

Email- [se-admin@pstcl.org](mailto:se-admin@pstcl.org) Telephone No. 0175-2970693 Website: [www.pstcl.org](http://www.pstcl.org)

---

Office Order No. 425/ HR & Admin

Date: 02.07.2021.

Subject: **Regarding change in Office Timings.**

In compliance to Government of Punjab, Department of Personnel (Personnel and Policies 3 Branch) instructions issued vide File No.PERS-PP-30MISC/ 31/2021-1PP3 dated 01.07.2021 (Copy attached) and in continuation to this office order No. 424/ HR & Admin Date: 01.07.2021, PSTCL has decided to change the office timings from 8 A.M. to 2 P.M. w.e.f 02.07.2021 till 10<sup>th</sup> July 2021 and during this period Air Conditioners will not be used in the offices.

All officials/ officers are directed to strictly follow the above timings in letter and sprit

This issues with the approval of worthy Director/ Admin, PSTCL.

DA: As above

Dy. Chief Engineer/ HR&Admin  
PSTCL, Patiala

CC:

No.: 8550-8679/ HR&Admin Date: 02.07.2021

- 1) All Chief Engineers / HODs under PSTCL
- 2) Chief Financial Officer / Chief Accounts Officer / Company Secretary PSTCL
- 3) All Dy. Chief Engineers / Superintending Engineers under PSTCL
- 4) All Addl. Superintending Engineers / Sr. XENs / Dy. CAOs / Dy. Secys. / Under Secys. under PSTCL.

**Government of Punjab  
Department of Personnel  
(Personnel and Policies 3 Branch)**

To

i) All Special Chief Secretaries, Additional Chief Secretaries, Financial Commissioners, Principal Secretaries & Administrative Secretaries to Govt. of Punjab.

ii) All Heads of the Departments of Govt. of Punjab.

iii) All Commissioners of Divisions in the State of Punjab

iv) All Deputy Commissioners in the state of Punjab.

**Subject- Regarding Timings of Government Offices in Punjab.**

Sir/Madam,

To cut down the power consumption, it has been decided that all Punjab Government Offices in Punjab shall function from 8.00 A.M. to 2.00 P.M. till 10th July 2021. It is further directed that the Air Conditioners will not be used in the offices during this period.

2. These instructions shall take effect immediately. Please ensure compliance.



Priya Uppal  
Superintendent  
01/07/2021

A copy is forwarded to Director Public Relations to publish press note in this regard.



Priya Uppal  
Superintendent  
01/07/2021