



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**  
(Regd. Office: PSEB Head Office, The Mall, Patiala-147001)  
Corporate Identity Number: U40109PB2010SGC033814  
(Office of Dy.CE/ HR&Admn., Shakti Sadan, PSTCL, Patiala)  
Tel.No. 0175-2225907 Fax No. 0175-2220054 Website: pstcl.org

Office order no. 11

/Misc-105

Dated 6/1/2021

The clarification issued by Chandigarh Administration Department of Personnel No 28/65-IH(7)-2020/10647 Dated 01.10.2020 regarding Quarantine leave during COVID-19 epidemic is here by adopted by PSTCL subject to ratification from WTD's of PSTCL as under:-

- a) Employees who have tested positive for Covid-19 or their place of residence have come in containment or buffer zone and cannot attend office, shall be granted Quarantine leave for a maximum period of 30 days in terms of the provisions of the Punjab Civil Service Rules. If for reasons beyond their control, an employee is still unable to attend the office after 30 days of Quarantine leave, he/she shall be granted ordinary leave.
- b) Employees whose family have been tested positive for Covid-19 and who cannot attend office, shall be granted Quarantine leave in terms of the Appendix-17 under heading Quarantine Leave of the Punjab C.S.R. Volume-1, Part-1.
- c) The Contractual/Outsourced staff/daily wage/work Charged/Consultants etc. Shall be also be paid salary/consultancy fee/honorarium without any deduction for their absence from work due to reasons mentioned in (a) & (b) above

This issues with the approval of worthy CMD, PSTCL.

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

Dated 6/1/2021

Endorsement. No. 175/89 /Misc-105

Copy of the above is forwarded to the following for information and necessary action please.

1. Sr. PS to CMD, PSTCL, Patiala.
2. Sr. PS to Director/Admin, PSTCL, Patiala.
3. Sr. PS to Director/F&C, PSTCL, Patiala.
4. Sr. PS to Director/Technical, PSTCL, Patiala.
5. Chief Engineer /TS, PSTCL, Patiala.
6. Chief Engineer /P&M, PSTCL, Ludhiana.
7. Chief Engineer/SLDC, PSTCL, Ablowal .
8. Chief Financial Officer/PSTCL, Patiala.
9. Chief Accounts Office (Finance and Audit), PSTCL, Patiala.
10. SE/Store and Disposal, PSTCL, Patiala.
11. All Dy CEs/SEs of PSTCL.
12. All Add. SEs/Sr. Xens of PSTCL.
13. Company Secretary, PSTCL, Patiala .
14. AO/Pay & Accounts, PSTCL, Patiala.
15. AO/EAD(Broadsheet & Audit), PSTCL, Patiala.

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