



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED.**

ASE/Training Cell, Flat No 23, Officer Flat, Shakti Vihar PSTCL, Patiala.

Mob: 96461 19099, ase-training@pstcl.org

Office Order No. **154** /ASE/TC

Dated: **5-2-14**

**Subject: National Seminar on "Service Tax" on 13<sup>th</sup> February, 2014 at Chandigarh**

Sanction is hereby accorded to depute the following PSTCL officer to attend the subject said Seminar.

S.No	Name	Designation	Office name
1	Mr. Vipin Kansal	AO/ Taxation	CAO (Corporate Accounts), PSTCL, Patiala

Following Terms and Conditions will be applicable on them for attending the above Program:-

- 1) During the above period they will be considered on duty for the purpose of pay and other allowances.
- 2) They will be entitled to claim TA/DA as per PSPCL TA Regulation-1972 (as amended from time to time).
- 3) **Registration fee:** - Course fee for per participant is Rs. 3,000/- including service tax. This fee includes refreshment & lunch. The payment shall be released by AO/Cash, PSTCL, Patiala and shall be chargeable to account head 76.151.
- 4) Payment of fee shall be made through Demand Draft in favour of "ASSOCHAM" payable at New Delhi. DD charges shall also be borne by PSTCL.
- 5) Participant will ensure daily attendance on the attendance sheet at the Seminar, failing which charges of the prog. will be recovered from them.
- 6) Participant will submit report on the programme mentioning their Employee Code/Posting Station, within seven days to this office. They will also inform Sr.Xen/IT, PSTCL, Patiala regarding their participation in the Programme who will make necessary entries in his Computerization service record in this regard.
- 7) They will not be provided any joining time except the time required for joining the program.
- 8) Request for Cancellation/Change shall be entertained only after recommendations of Chief Accounts Officer concerned. Chief Accounts Officer while recommending cancellation/change shall intimate names of 2 or 3

substitutes which shall be considered for replacement if they qualify for programme as per approval of competent authority.

- 9) The institute shall supply following documents:
- Attested copy of attendance sheet.
  - Invoice.
  - Full Seminar Kit

10) Venue: Hotel Park Plaza, Block no. 10, Sector 17-A, Chandigarh.

This issue with the approval of competent authority.

*Dioli*  
ASE/Training Cell,  
PSTCL, Patiala (Pb.)  
Mobi.No. 09646119099

Endst. No. 333/42 / ASE/TC

Dated: 5-2-14

Copy of the above is forwarded to the following for information and further necessary action please: -

- 1) PS. To Director/F&C, PSTCL, Patiala
- 2) PS. To Director/Admin, PSTCL, Patiala
- 3) Chief Engineer/HR, Planning & IT, PSTCL, Patiala
- 4) Dy.CE/HR & Admin. PSTCL, Patiala
- 5) AO, P & A, PSTCL, Patiala
- 6) AO/Cash, PSTCL, Patiala
- 7) AO/Corporate Audit, (EAD Section), PSTCL, Patiala.
- 8) Sr.Xen /IT, PSTCL, Patiala. To upload the O/o on web site.
- 9) Above officer at his place of posting.
- 10) Avinash Sharma (09811524976). Email: [avinash.sharma@assochem.com](mailto:avinash.sharma@assochem.com).

*Dioli*  
ASE/Training Cell  
PSTCL, Patiala