



# PUNJAB STATE TRANSMISSION CORPORATION LIMITED

Office: Dy.CE/Admn. & HR- Training Cell,  
1<sup>st</sup> floor, Shakti Sadan, Patiala 147001  
CIN: U40109PB2010SGC033814

Office Order no. 24 /ASE/TC

Date: 16/02/2023

Sanction is hereby accorded to impart two weeks Induction Training to newly recruited LDC/Typist and LDC/Accounts as per terms & conditions of PSTCL. It has been decided that two weeks in-house training from 22<sup>nd</sup> February, 2023 to, 7<sup>th</sup> March, 2023 will be conducted at Technical Training Institute, Shakti Vihar, PSPCL, Patiala. Batch of participants of this training are as below:-


Sr.No.	Name of Employee	Emp. ID	Designation	CRA	Place of posting
1	Swati	609117	LDC/Typist	10/2021	220 kV S/S Abohar
2	Satnam	609063			P&M Division, Shri Muktsar Sahib
3	Daljit Singh	609081			P&M Civil Mtc. Circle Jalandhar
4	Mehakdeep Kaur	609106			P&M Civil Mtc. Sub-Division Bathinda
5	Parvinder Kaur	609107			P&M Moga
6	Arun Kumar	609064			400kV S/S Sri Muktsar Sahib
7	Mandeep Kaur	609074			P&M Divn. Wadala Granthian
8	Jeewan Singh	609088			P&M Divn. Patran
9	Sanjana	609093			AO/Audit (HQ), PSTCL, Patiala
10	Neha	609085			AO/CPC, PSTCL, Patiala
11	Nisha	609114			AO/ Audit, PSTCL, Amritsar
12	Mohit Singh	609115			O/o Company Secretary, Patiala
13	Ranbir Singh	609069			Sr. XEN/Admin,PSTCL,Patiala
14	Pardeep Kumar	609073			CO & C S/D Batala
15	Navjot Singh	609104			O/o Dy. Secy/Estb.,PSTCL,Patiala
16	Herman Jindal	609111			220 KV S/S Mehal kalan
17	Jagdeep Singh	609113			CO&C S/D Mukatsar
18	Nikhil	610035	LDC/Accounts	AEE/Store Moga	
19	Priyanka	610026		AO/ARR, PSTCL, Patiala	
20	Pardeep Singh	610029		AO/Pay & Accounts, PSTCL, Patiala	
21	Kanav	610030		AO/Taxation, PSTCL, Patiala	
22	Divyanshu	610034		AO/A&R, PSTCL, Patiala	
23	Jaswinder Singh	610009		Dy.Secy/General Section, PSTCL, Patiala	
24	Harmandeep Singh	610023		AEE/ P&M Store Sahenwal	

### Following Terms and Conditions will be applicable on them for attending the above Program.

1. In case of non-compliance of this office order, the responsibility will lie on the concerned deputed officer/Official and controlling officer and strict action will be taken against them.
2. Participants will ensure to mark their attendance daily on the attendance sheet at the program venue, failing which charges of the program will be recovered from them besides taking any other action as deemed fit.
3. The leave will be allowed to the Trainees on medical ground only.
4. During the above period, the participants will be considered on duty.

5. The participants will not be allowed any joining time except for the time required for attending the programme.
6. The participants will submit proper report (two copies) of the programme along with documents which have been given to them by Institute, mentioning their Employee Code/ Posting Station, within 7 days to this office. They will also intimate their respective DDOs regarding their participation in the Programme who will make necessary entries in their service record in this regard.
7. Training Material as approved will be provided to trainees free of cost by PSPCL.
8. During On Job Training, Participants will gain knowledge about the working procedure of various offices of PSTCL on day to day basis and will have to maintain daily dairy.
9. Keeping in view the COVID-19 pandemic, during the training most recent and comprehensive instructions regarding safety of faculty/trainees will be followed at TTI, Patiala.

This issues with the approval of competent authority.


  
ASE/Training Cell,  
PSTCL, Patiala

Endst. No 337/41

Dated 16/2/23

Copy of the above is forwarded to the following for further please:-

1. CE/P&M, PSTCL, Patiala.
2. CE/TS, PSTCL, Patiala.
3. All Dy. CE's/S.E's, Company Secretary, all ASE's/Sr. Xen's and all PS/PA to CMD/Directors, PSTCL Punjab and they are requested to relieve the officials working under them, so that they can join the training as per above mentioned training schedule.
4. AO/Cash, PSTCL, Patiala.
5. AO/Audit (H.Q.), PSTCL, Patiala.

  
16/2/23  
ASE/Training Cell,  
PSTCL, Patiala

C.C:- 342/43 dt 16/2/23

1. EIC/HIS&D, PSTCL, Patiala.
2. Principle TTI, PSPCL, Patiala