



PUNJAB STATE TRANSMISSION CORPORATION LIMITED.

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

Ph no: 0175- 2300481, ase-training@pstcl.org

Office Order No. 187

/ASE/TC

Dated: 2-6-14

Subject: Workshop on Companies Act 2013 on May 03, 2014 at Hotel Eqbal Inn, Patiala.

Ex-post Facto approval is accorded to the following PSTCL officers to attend the subject said workshop by Competent Authority.

S.No	Name	Designation	Office name
1	CA S.K. Beri	CAO	CAO, PSTCL, Patiala
2	CA Vinod Bansal	FA	FA, PSTCL, Patiala
3	CA Rajesh Bansal	AAO	CAO, PSTCL, Patiala
4	CA Jatinder Tageja	Dy. FA-I	FA/ CAO, PSTCL, Patiala

Following Terms and Conditions 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). Their TA claim shall be allowed by their Controlling Authority/ Accounts Section only after they certify (along with No. and date) that requisite report has been submitted to ASE/Training Cell, PSTCL, Patiala.
- 3) Registration fee: -. Course fee for one participant is Rs. 1000/- . 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/RTGS in favour of "Patiala Branch of NIRC of ICAI" payable at Patiala. DD/RTGS charges shall also be borne by PSTCL.
- 5) Participant will ensure daily attendance on the attendance sheet, 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) Participant will return Kit to office of ASE/ Training Cell, PSTCL Patiala provided by the Institute.
- 9) Request for Cancellation/Change shall be entertained only after recommendations of Chief Engineer concerned. Chief Engineer while recommending cancellation/change shall intimate names of 2 or 3 substitutes which shall be considered for replacement if they qualify for training as per approval of Competent Authority.
- 10) The Institute shall supply following documents:
 - a) Attested copy of attendance sheet.
 - b) Invoice.
 - c) Kit
- 11) **Venue:** Hotel Farbal Inn, Rajpura Road, Patiala.

Arshi
ASE/Training Cell,
PSTCL, Patiala (Pb.)

Endst. No. 1010/23 /ASE/TC

Dated: 2-6-14

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

- 1) P.S to Director/ Admin., PSTCL, Patiala.
- 2) PS to Director/ F&C, PSTCL, Patiala
- 3) P.S to Director/ T & M., PSTCL, Patiala.
- 4) Chief Engineer/IT, PSTCL, Patiala
- 5) S.E/HR & Admin., PSTCL, Patiala
- 6) AO/ P & A, PSTCL, Patiala
- 7) AO/Cash, PSTCL, Patiala
- 8) AO/Corporate Audit, (F&C Section), PSTCL, Patiala.
- 9) Sr.Xen /IT, PSTCL, Patiala. To upload the O/o on web site.
- 10) Above Officers for their kind info of posting.

Arshi
ASE/Training Cell
PSTCL, Patiala