



PUNJAB STATE TRANSMISSION CORPORATION LIMITED

(Regd.Office: PSEB Head Office, The Mall Patiala, 147001)

Office: SE/ Admn. & HR - Training Cell, Shakti Sadan, Patiala.

Office Order no. 14 /Sr.Xen/TC

Date: 18.01.2019

Sanction is hereby accorded to depute the following Officers working in PSTCL to attend the Two Days International Seminar on "Digital Transformation in Power Sector" to be organized by Steag Energy Services, India in association with CEA from 28th to 29th January, 2019 Silver Oak Hall, India Habitat Centre Lodhi Road, New Delhi:-

Sr. No	Name of Officer	Code	Designation	Office/ Station	Contact no.
1	Er. Munish Bhardwaj	105835	Addl. SE	Dy.CE/TS/Design	96461-17820
2	Er. Munish Garg	107588	Sr.Xen/IT	DGM/IT	96461-35600


A) Instructions for the participants, their controlling officers & respective DDOs:-

- 1) In case of non-compliance of this office order, the responsibility will lie on the concerned deputed officer and controlling officer and strict action will be taken against them.
- 2) "Request for Cancellation/Change shall be entertained only after recommendations of concerned Chief Engineer/Chief Financial Officer/Financial Advisor/Company Secretary. Chief Engineer/Chief Financial Officer/Financial Advisor/ Company Secretary while recommending cancellation/change shall intimate names of 2 or 3 substitutes to Chief Engineer/ HR,IT, S&D which shall be considered for replacement if they qualify for training as per approval of Competent Authority".
- 3) Any participant will not proceed for the training & will intimate this office immediately if:
 - i) He/ She have been deputed for any other training program by this office/ any other office during this training period.
 - ii) He/ She have attended this type of training earlier.
 - iii) His/ Her date of retirement is less than 1 year from the date of start of training.
- 4) 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.
- 5) During the above period, the participants will be considered on duty for the purpose of pay and other allowances.
- 6) The participants will be entitled to claim Travelling Allowances as per PSEB TA Regulations-1972 (as adopted and amended from time to time by PSTCL).
- 7) Their TA/DA Charges shall be charged as per TA regulations. The expenses so incurred will be charged to concerned DDO while reimbursing their TA Bill. Their TA claims shall be allowed by their controlling authority/ Account Section only after they certify (alongwith no. and date) that requisite report has been submitted to SE/Admn. & HR, PSTCL, Patiala.
- 8) The participants will not be allowed any joining time except for the time required for attending the programme.
- 9) The participants will submit proper report (two copies) of the programme alongwith 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.

B) Terms and Conditions for this Training Program:-

Fee – As mentioned in the brochure, **No delegate fee for two** Nominees from State Utilities- TRANSCOs .

This has be issued with the approval of Competent Authority.

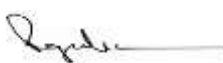

Sr.Xen/Training Cell,
PSTCL, Patiala

Endst. No. 125/136

Dated: 18/1/2019

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

- 1) Sr. P.S. to CMD, PSTCL, Patiala
- 2) Dy.Secy. to Director/ Technical, PSTCL, Patiala
- 3) Sr. P.S to Director/F&C, PSTCL, Patiala
- 4) P.S to Director/ Admin., PSTCL, Patiala.
- 5) EIC/HIS & D, PSTCL, Patiala.
- 6) CE/TS,PSTCL,Patiala.
- 7) SE/Admn. & HR, PSTCL, Patiala.
- 8) AO/Cash, PSTCL, Patiala.
- 9) AO/WAD & Broadsheet, PSTCL, Patiala.
- 10) Sr.Xen /IT, PSTCL, Patiala for uploading the Office order on web site.
- 11) Above Officers at their place of posting.
- 12) Mr. Kapil Chand (Training & Advisory Services, Steag Energy services(India), Pvt. Ltd.
[Email- seminar2019@steag.in](mailto:seminar2019@steag.in)


Sr.Xen/Training Cell,
PSTCL, Patiala .