



AJMER VIDYUT VITRAN NIGAM LIMITED

Corporate Identification Number (CIN)- U40109RJ2000SGC016482

Resg. Off. :- VIDYUT BHAWAN, PANCHSHEEL NAGAR, MAKADWALI ROAD, AJMER-305004

Phone No. 0145-2644519 Fax No. 0145-2644518 Email:-
secy.admn11ajmer@gmail.com, Website:- www.avvnl.com

No. AVVNL / MD / Secy.(Admn.)/DPC/F. / D. 7605 Date 11.1.16

ORDER - 622

With reference to this office order D. 387 dt. 29.09.2015 on promotion (DPC 2015-16) posting of the following Personal Assistant is hereby made with immediate effect –

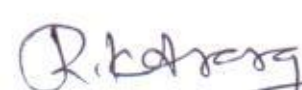
S.N.	Name	Present Posting	New Place of Posting
1	2	3	4
1	Smt. Rajani Asudani	SE(ACC), Ajmer	SE(ACC), Ajmer

Terms & Conditions:-

The controlling officer shall personally ensure compliance of following conditions in respect of promotee Personal Assistant. In case following conditions are not satisfied in respect of above employee, the matter shall be reported by him to corporate office instead of taking joining report on the post of Personal Assistant :-

1. That the above employee will have to join their duties within 15 days of issuance of order by submitting joining report to the controlling officer. A photo copy of joining report of concerned employee be sent to this office by the controlling officer.
2. If above employee is not interested to avail the promotion, request in writing about foregoing the promotion shall be obtained by the controlling officer from him and shall be pasted in service book. On foregoing promotion she shall not be considered for promotion for next two DPC years. The benefit of 2nd & 3rd selection grade shall also be withdrawn from the date she foregoes the chance of promotion, as per order No. RSEB/F&R/F.16(13)/I/D. 40 dated 25.07.1997.
3. If the above employee is getting selection grade/ACP in the Pay scale/Pay band and Grade pay of Personal Assistant or higher will not be allowed further fixation of pay in the Pay scale/Pay band and Grade pay of Personal Assistant, however, if she is getting ACP in lower grade than Personal Assistant, she will be allowed only the difference of Grade pay of the post of Personal Assistant.
4. The concerned controlling officer will ensure that if the above employee has been transferred to any other office, intimation to this regard be given to this office immediately.

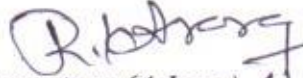
By order


Secretary (Admn.)
AVVNL, Ajmer.



Copy to the following for information and necessary action: -

1. The CE / ZCE (), AVVNL, _____.
2. The CAO () AVVNL, Ajmer.
3. The SE (), AVVNL, _____.
4. **The SE (IT), AVVNL, Ajmer with the request to upload the list on net.**
5. The Addl. SP (Vig.), AVVNL, Ajmer.
6. The Sr. AO / AO (), AVVNL, _____.
7. The DDP (H.Q.), AVVNL, Ajmer
8. The Company Secretary, AVVNL, Ajmer.
9. The XEN/AEN (), AVVNL, _____.
10. AS to MD, AVVNL , Ajmer.
11. PA to Director (Fin. / Tech.), AVVNL, Ajmer.
12. Sh. & PF of Sh. _____.
13. ACR / Inq. / Estt. Cell / MF/OO


Secretary (Admn.) 11/1/16.
