



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED,
(Corporate Identity Number (CIN) U40109RJ2000SGC016485)
Regd. Office - VidyutBhawan, Jyoti Nagar, Jaipur 302005
Office of Chief Controller of Accounts,
Tele: +91-141-2742104 / Fax: 0141-2740066
Email- ao_estt_cont @ rvpn. Co.in Web site – www.rvpn.co.in

No.RVPN/CCOA/AO (Estt-Cont)/D. 531

Dated: 28/08/17

Superintending Engineer (),
Sr.Accounts Officer (),
Accounts Officer (),
R.V.P.N. Ltd.,

Sub: Clearance of Probation Period in respect of Jr.Accountant (PT) appointed vide order dated 07.08.2015.

The following Jr.Accountants (PT) were appointed vide order no. RVPN/Rectt/F.19/D.191 dated 07.08.2015 on probation for a period of two years. The said probation period is going to be completed very soon; therefore, it is requested that kindly send their performance report during probation period and position of DE/PE. Kindly ensure that performance report and DE/PE position should be reached this office within 15 days so that their probation period could be cleared:-

S.N.	Name	Present place of posting	Date of birth	Date of Joining
1	Sh. Anurag Sharma	SE(T&C), Merta City	06.10.90	27.08.2015
2	Sh. Deepak Garg	SE(T&C), Ajmer	13.05.1988	27.08.2015
3	Sh. Umair Singh Sodha	SE(T&C), Kankani	13.11.1990	18.08.2015
4	Ms. Ridhi Ratnu	Sr.AO(PP&D), Jaipur	07.07.1989	10.08.2015
5	Sh. VijayKumar Verma	SE(T&C), Babai	10.03.1992	17.08.2015
6	Sh. Ajay Kumar Verma	SE(T&C), Babai	10.03.1992	17.08.2015
7	Sh. Jitendra Kumar Verma	SE(T&C), Merta City	10.02.1992	20.08.2015
8	Sh.Tanup Gehlot	SE(T&C), Sirohi	24.10.1987	28.08.2015
9	Ms. Jyoti Kumari	SE(T&C), Kota	11.08.1992	18.08.2015

The required documents for clearance of Probation Period in respect of above Jr.Accountant (PT) are as under:-

1. Certificate regarding extra ordinary leave taken by them during the probation period, if any (while mentioning the no. of days of extra ordinary leave taken & sanctioned no. & date).
2. Whether they have acquired the qualification of Computer Proficiency during two years of probation training period, as per terms & conditions no. 8 of the appointment order. If so please attach the copy of certificate duly attested by you of such qualification.
3. Please ensure that APAR of two years for the year 2015-16 (date of joining to 31.03.16) & 2016-17 (01.04.16 to 31.03.17) have already been sent to this office if not please expedite the same.
4. DE/PE position for the probation period.
5. Work performance/conduct report for the probation period.


Accounts Officer (Estt-Cont)