



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED

(An ISO 9001-2008 Certified Company)

Corporate Identity Number (CIN) : U40109RJ2000SGC016485

OFFICE OF THE SUPERINTENDING ENGINEER (MIS & IT)

Regd. Office: Vidyut Bhawan, Janpath, Jyoti Nagar, Jaipur-302 005

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Email: se.mis@rvpn.co.in/se.mis.rvpn@gmail.com

No./RVPN CE-IT/SE/MIS & IT/XEN-III/ /

/D. 1050 Jaipur, Dt. 9/2/21

Office Order

Sub: Updating all kinds of entries (Leave/LU/E/HD etc.) in the Biometric System.

It is intimated to all concerned regarding updation of all kind of leave/ LU/E/HD etc. of all the employees of various offices in the biometric system till 12th March. 2020. As the Biometric Attendance was deferred after this date due to Covid 19.

After 15 Feb. 2021 the entries for year 2020 will not be updated in the data base of the biometric server.

This may be treated as **Most Urgent**.

Encl.: As above.

Manish Athaiya
8/2/2021

(Manish Athaiya)
Superintending Engineer (MIS & IT)
RVPN, JAIPUR

Copy to the following for information and necessary action please.:

1. The Director (Technical/Operation/Finance), RVPN, Jaipur.
2. The Director (Technical), RVUN, Jaipur.
3. The Secretary (Admin), RVPN/JVVNL, Jaipur.
4. The JDP, RVUN, Jaipur.
5. The Zonal Chief Engineer (T&C), RVPN, Jaipur/Jodhpur.
6. The CCOA, RVPN, Jaipur
7. The COIA, RVPN, Jaipur.
8. The Dy. Dir. (IA-Exp), RVPN, Jaipur.
9. The Dy. CAO (P&F), RVPN, Jaipur.
10. The Regional CAO/CAO(A/Cs and W&M), RVPN, Jaipur/Jodhpur.
11. The ACE/CE(IT)/Civil/MPT&S/Procurement/Contract/PP&D/NPP&R
12. The Superintending Engineer (Contracts/NPP/P&P/T&C/MPT&S/Automation/HRD & Training/QC& Inspection/), RVPN, Jaipur.
13. The Superintending Engineer (MIS), JVVNL, Jaipur.
14. The Dy. Secretary (GAD), RVPN, Jaipur.

15. The Sr. Account Officer (PP&D)/EA-Cash/CPC/T&C/Pension/Accounts/W&M and B&R), RVPN, Jaipur.

16. The ACP/PRO, RVPN, Jaipur.

17. Web Admin for uploading on website for all concerned offices.

Meharika Atharika
5/12/2021
Superintending Engineer (MIS & IT)
RVPN, JAIPUR
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