



**RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED**

[Corporate Identity Number (CIN) L40109RJ2000SGC016485]

Regd. Office: Vidyut Bhawan, Janpath, Jaipur 302005

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No. RVPN/AO/Admn-Store/F. /D. 78 Jaipur, date 30/5/18

The ZCE/CE/ACE/

SE/.....,

(.....), RVPN,

**Subject:- Issue of Diary/ Planner-2017 & 2018**

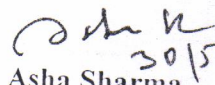
It is to inform you that process of issuing of Diary/ Planner-2017 & 2018 has been completed, to the officials/Officers shown as below:-

1. Engineering :- JEN & above.
2. Personnel :- APO & above
3. Admn. :- OS-II and above
4. Accounts :- Jr. Accountant and above
5. Personal :- Steno & above.

It has been found that some Cadets/Posts like **Communication Supervisor, Engineering Supervisor, Mistry-I, MTR-I** etc., who come in the Grade Pay of Rs. 3600/- and above, are eligible as per above category but have not picked-up above Diaries till now.

Hence, It is desired that **compiled requisition at zonal level** may be prepared and sent to this office with the proper designation and current working location of the officers/officials who has not been issued diaries, for picking the Diaries of 2017 and 2018 **till 15<sup>th</sup> June 2018 positively.**

By Order

  
Asha Sharma  
AO (Admn-Store)