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5-11-14

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JAIPUR VIDYUT VITRAN NIGAM LIMITED

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur – 302005
 Tel.: 0141-2747017; Fax 0141-2747020, Website: www.jaipurdiscom.com
 O/o Dy. Secretary (GAD), E-Mail: dsgad@jvvn.in

No. JPD / Dy. Secy (GAD) / F. / D. 2281

Jaipur, Dated: 30-10-2014

CIRCULAR

It has been reported that the officers / officials when transferred / placed under suspension / placed APO / retirement, do not hand over the designated SIM being used by him while working on the said post to his successor, as a result difficulty is being experienced by the officer carrying out the duty and work of the said post. It has further been observed that some officers whenever transferred kept the SIM with him of the earlier designated post and later on make a request to accord permission of utilizing the said SIM on the newly designated post. This also creates indiscipline as also to disrupt the conversation in between the Officers / Officials / Suppliers pertains to the designated SIM.

Therefore, it is enjoined upon all concerned that the Officer/Officials as and when left the designated post either on transfer or on under suspension or on placed as APO or on retirement, the SIM being used of the designated post be immediately handed over to his successor or to deposit with store section immediately and a remark to this effect be incorporated in charge relinquish / hand over report. Further the SIM if not in use more than 3 months and lying in store the concerned should immediately deposit the said SIM to DS (GAD), Jaipur so as to avoid un-necessary expenditure towards rent of the said SIM.

In case of any non-compliance, suitable disciplinary action will be initiated besides placing the amount of rent and usage charges of the said SIM as misc. advance against the defaulting officer.

(Signature)
 (B. K. Dosi)

Managing Director

Copy to the following for information:-

1. The Director (Tech./Fin./PT), Jaipur Discom, Jaipur
2. The Chief Engineer/Zonal/Addl. Dy Chief (CP&L/MM/RDPPC/JZ/BZ/KZ.), Jaipur Discom, Jaipur/.....
3. The CPO, Jaipur Discom, Jaipur
4. The CAO/OSD (ATR/IA/FM-W&M), Jaipur Discom, Jaipur
5. The Company Secretary, Jaipur Discom, Jaipur
6. The SE/XEn/AEn (IT), Jaipur Discom, Jaipur/..... along with
 copies for JEns
7. The Dy. Secretary (GAD), Jaipur Discom, Jaipur
8. The PRO/LAO, Jaipur Discom, Jaipur
9. The Dy. Director Personnel (Enq/Estt.), Jaipur Discom, Jaipur
10. The Asstt. Secretary (ACR/RTI/Rectt), Jaipur Discom, Jaipur
11. The AO/AAO (EA/Cash), Jaipur Discom, Jaipur
12. The PA to Energy Minister/Chairman/MD/Director (Tech./Fin./PT.), Secretary (Admn.), Jaipur Discom, Jaipur
13. The O.S. (Estt-GAD), Jaipur Discom, Jaipur

(Signature)
 Secretary (Admn.)

*Derivatives
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