



RAJASTHAN

RAJYA VIDYUT PRASARAN NIGAM LTD.

(A Successor Company of RSEB)

VIDYUT BHAWAN, JANPATH, JYOTI NAGAR, JAIPUR-302 005 PHONE : 0141-2740118 FAX : 0141-2740168  
NO.RVPN/CMD/Secy(A)/D. 147 Dated: 05.03.2020

OFFICE ORDER

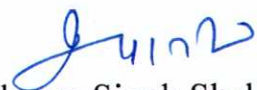
It has come to my notice that on ESS Portal requests for medical leave/commuted leave/privilege leave, etc. of officers are being forwarded by controlling officers directly to the Chairman & MD without prior examination by the concerned Joint Secretary / Dy Secretary / Assistant Secretary. It is, therefore, enjoined upon all the controlling officers to forward such requests on-line to Joint Secretary / Dy Secretary / Assistant Secretary who after due examination forward the same to Secretary (Admn) for further vetting and then to Chairman & MD for further needful.

Necessary amendments to this effect be made in SAP software also.

  
(Dinesh Kumar)  
Chairman & MD

Copy to the following for information and necessary action :-

1. Chief Engineer, T&C / Proc./Contracts/IT/ Civil/ MPT&S/  
\_\_\_\_\_ Jaipur/ \_\_\_\_\_
2. Superintending Engineer (T&C)/ \_\_\_\_\_ Jaipur/ \_\_\_\_\_
3. Joint Legal Remembrancer, RVPN, Jaipur.
4. Chief Controller of Accounts, RVPN, Jaipur
5. Chief Personnel Officer / Company Secretary, RVPN, Jaipur.
6. Joint Secretary / Dy. Secretary / Assistant Secretary, RVPN, Jaipur.
7. PA to CMD / PA to Director (Finance)/Technical/Operations, RVPN,  
Jaipur.

  
(Shyam Singh Shekhawat)  
Secretary (Admn.)