



RAJASTHAN

RAJYA VIDYUT PRASARAN NIGAM LIMITED

CIN:- L40109RJ2000SGC016485 (An ISO 9001:2008 Certified Company)

Registered Office: - Vidyut Bhawan, Janpath, Jyoti Nagar, Jaipur - 302005 Tele-Fax: - +91-141-2740455

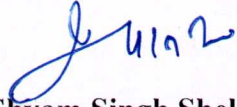
Website: - www.energy.rajasthan.gov.in/rvpnl E-Mail: - as.estt.1@rvpn.co.in

No: RVPN/AS(Estt.I)/F...../D.1365 Jaipur, Dated:- 05-2-19.

- : C I R C U L A R : -

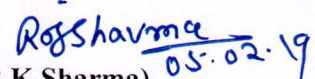
The leave applications of officers received by this office are generally considered and sanctioned for the specified period as requested by the concerned officers. But numbers of cases have been observed after sanction of leave, when officers do not avail the leave sanctioned by this office as per request made by the officers. Instead, they want revision in the leave period which attributes to wastage of time and labour.

It is enjoined upon all concerned to be careful in future while applying for sanction of privilege leave and ensure to avoid any revision in leave period. In case, leave applied is sanctioned, no revision/change in leave period will be entertained and considered except some exceptional/unavoidable circumstances to be explained by the applicant asking for revision in the already sanctioned leave.


(Shyam Singh Shekhawat)
Secretary (Admin)

Copy to the following for information and necessary action:-

1. CE/ACE/ (ALL), RVPN, Jaipur/Jodhpur/Ajmer.
2. CCOA, RVPN, Jaipur.
3. JLR/ Company Secretary, RVPN, Jaipur.
4. SE (_____), RVPN, Jaipur/_____.
5. XEN (_____), RVPN, _____.
6. JDP/DDP/PO/AO/AAO (_____), RVPN, _____.
7. PS to CMD/TA to Director (Tech./Ope.), RVPN, Jaipur.


(R.K.Sharma) 05.02.19
Assistant Secretary (Admin)