

**JAIPUR VIDYUT VITRAN NIGAM LIMITED**

Regd. Office: Vidhyut Bhawan, Jyoti Nagar, Jaipur 302005

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"प्रभास्मि शशि सूर्ययोः"

No. JPD/ Admn/ Estt/ F.1(85-ACP)/D. 683

Date:- 23-04-2019

ORDER

As per procedure prescribed vide Order No. JPD/CAO (ATR)/AO/Rules/F.40/D. 1059 &1060 dated 26.05.2010, the Controlling Officer shall prepare the cases of ACP in the prescribed performa and after recording necessary certificates and getting the case duly checked and signed by the concerned Accounts Authority shall forward the case for obtaining necessary sanction by the Competant Authority.

It has been observed that ACP cases of Officers/Officials are forwarded by their Controlling Officers without going through the position of pending Departmental Enquiries/penalties imposed, if any, against the Officers/Officials and without getting adjudged admissability of ACP from concerned Sr. Accounts Officer/Accounts Officer. Resultantly, ACP cases of Officers/Officials take time in disposal by this office. In KPI and Action Plan, one month time period has been fixed for disposal of ACP cases, which is possible only if complete case in all respect is received.

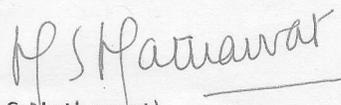
It is therefore, enjoined upon all concerned officers to ensure that the ACP cases of Officers/Officials are forwarded to this office after:-

1. Duly checked and signed by the concerned Accounts Authority.
2. Attaching certificate regarding position of penalties imposed/pending enquiry, if any, as per service record of last 07 year's of Officer/Official. If Officer/Official remained posted in other Office(s)/Circle(s), the Controlling Officer shall obtain from concerned Office/Circle a certificate regarding non-pendency of DE/PE.
3. Affidavit of concerned Officer/Official regarding details of children.


(Rakesh Sharma)
Secretary (Admn.)

➤ **Copy forwarded to the following for information and necessary action:-**

- 1 CE/ZCE/Dy CE/Addl.CE(), Jaipur Discom, Jaipur/Bharatpur/Kota.
- 2 CCOA/CPO/Addl.S.P. (Vig), Jaipur Discom, Jaipur.
- 3 CAO (RR&B/IA/FM-W&M) Jaipur Discom, Jaipur.
- 4 Superintending Engineer (), Jaipur Discom,
- 5 Executive Engineer (), Jaipur Discom,
- 6 DS/AS (), Jaipur Discom, Jaipur.
- 7 Sr.AO/AO/AAO (Cash/O&M/EA/), Jaipur Discom, Jaipur/
- 8 Assistant Engineer (), Jaipur Discom
- 9 PS/PA to MD/Director(Tech./Fin.)/Secretary(Admn),JPD, Jaipur.
- 10 MF/PF/R-18.


(N.S.Nathawat)

Jt. Director Personnel (HR)