

M.P. POWER TRANSMISSION COMPANY LIMITED

(A wholly owned Govt. of Madhya Pradesh Undertaking)

CIN:U40109MP2001SGC014880

Regd. Office: Shakti Bhawan, Rampur, PO Vidyut Nagar, Jabalpur-482008(MP)
Tel:(0761)2702036, 2702041 Fax:(0761)2664450, e-mail:ce.ca@mptransco.nic.in,

No. AS/MPPTCL/3046

Dated 26 JUL 2016

ORDER

It has been noticed that while submitting proposals to higher authorities, the proposals are framed in casual manner. While framing proposals due care should be taken before submitting the proposal to higher authorities, such as if any current proposal is in connection with previous proposals and approvals on the same/similar subject matter, should be submitted in continuation to the previous proposals and approvals by properly recording the facts whether current proposal is an extension, continuation of previous one or any other in nature. Delegation of Power should also be mentioned in the proposal and all necessary documents referred in the proposal should properly be placed alongwith the proposal. The proposals should be framed as per circular No. AS/MPPTCL/3334 dated 29.10.2013 and the proposer shall certify that no proposal/approval exists in the same/similar case separately.

The said procedure must be followed at every level and proper execution of said procedure should be monitored by concerned officer before putting up the proposal to the higher authority.

Any deviation from the above said procedure shall be treated as an act of misconduct and misleading by proposer to the competent authority and may attract disciplinary action.

BY ORDER

Chief Engineer (Corporate Affairs)

Dated 26 JUL 2016

No. AS/MPPTCL/3042

Copy to:-

1. The Executive Director(EHT-M&I)/(CRA)/(Finance),MPPTCL, Jabalpur
2. The Chief Engineer (Planning & Design)/(SLDC)/(Procurement & Monitoring)/(T&C)/(EHT-Construction), MPPTCL, Jabalpur.
3. The Addl. Chief Engineer (HRD)/(Civil-Trans.), MPPTCL, Jabalpur.
4. The Superintending Engineer _____, MPPTCL, _____.
5. The Executive Engineer _____, MPPTCL, _____.
6. The Web-Master O/o Chief Engineer (^{p&M}Procurement & Monitoring), MPPTCL, Jabalpur
7. The P.S. attached to the MD, MPPTCL, Jabalpur.
8. The P.S. attached to the Director (Technical), MPPTCL, Jabalpur.
9. The P.S. attached to the Chief Engineer (CA) MPPTCL, Jabalpur.
10. The Company Secretary/The Welfare Officer, O/o Chief Engineer (CA) MPPTCL, Jabalpur.
11. The Regional Accounts Officer, MPPTCL, Jabalpur/Bhopal/Indore.

Addl. Chief Engineer (CA)

5599
27.7.16

C.E. (Pig.&Design)
S.E. (Pig.)
S.E. (PS) / (Design)
S.E. (PS)
E.E. (SSD)/(LD)/(PS)
E.E. (Pig. 9) / (Pig. 10)
A.E. (EA) / (LM) / (PS)
S.O.

(M)

seen
P.S.
Dr.
28.7.16