



Himachal Pradesh Power Corporation Limited

(A State Government Undertaking)

Himfed Bhawan, Panjri, (Below Old MLA Quarters), Shimla-171005.

Phones: 0177-2633808, Fax No.: 0177-2633813

CIRCULAR

**REGARDING CELEBRATION OF RAISING DAY
OF HPPCL ON 18th DEC, 2014**

PROGRAMME:

DATED : 18-12-2014
DAY : Thursday
VENUE : Hotel Peterhoff, Chaura Maidan, Shimla-4

PROGRAMME CONTROLLER

Members:

1. Er. J.D. Sharma, General Manager (Corporate Planning)
2. Ar. Tapender Kapoor, DGM (Arch.)

Duties:

- a. The Programme Controllers will be responsible for conducting the meetings of various committees and chalking out the details of action of various committees for successful organization of the Raising Day.

ORGANIZING COMMITTEE

Members:

1. Er. Ravinder Chauhan, DGM (CC), **Convener**
2. Sh. Anil Sharma, Sr. Manager (CPT)
3. Er. Navneet Sood, Sr. Manager (CP)
4. Sh. Narbir Thakur, Sr. PO (Admin).
5. Sh. I.P. Singh, Sr. Law Officer
6. Sh. Satender Jayswal, PO
7. Sh. Vivek Verma, FO
8. Sh. Naresh Sharma, FO
9. Er. Anshul Soni, Engg (CC)
10. Ms. Puja Gupta, PO
11. Sh. Rajmal/Sh. Parmod/ Sh. Partap Mishta (Peons)

Duties:

- a. The committee will be responsible for successful organizing the Raising Day celebrations at the Corporate Office and Hotel Peterhoff.
- b. The committee will be responsible for organizing Health Walk from The Ridge to Corporate Office and venue management at Hotel Peterhoff & Corporate Office on 18th December, 2014.

CULTURAL PROGRAMME COMMITTEE

Members:

1. Er. Y.D. Sharma, Sr. Manager (CC), **Convener**
2. Sh. Ved Prakash Sharma, Sr. Manager (IT)



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3. Sh. Rajan Sharma, FO
4. Er. Surender Kumar, AE (CC)
5. Ms. Surender Kaundal, PO
6. Ms. Nishi Bhatti, PO
7. Sh. Vinod Singha, APO
8. Sh. Manoj Kumar(F&A)/ Sh. Nardass (P&A) (Peons)

Duties:

- a. The committee will be responsible for organizing the cultural function at the venue of Raising Day.
- b. The committee will finalize the events for the cultural programme.

TRANSPORT COMMITTEE

Members:

1. Er. K.C. Kondal, Sr. Manager (CM) **Convener**
2. Er. Harsh Vardhan Sharma, Engg (CM)
3. Sh. Sumit Kaul, Engg (CP)
4. Sh. Ajay Kumar Mahajan, HDM
5. Sh. Ramesh Chand (P&A) (Peon)

Duties:

- a. The committees will provide the transportation support for organizing the Health Walk and Raising Day.

HOSPITALITY COMMITTEE

Members:

1. Sh Satish Thakur, DGM (CM), **Convener**
2. Sh. Rajender Rathore, Law Officer,
3. Sh. Munish Soni, F.O.
4. Sh. Harish Rupta, F.O.(CPT)
5. Sh. Rajesh Mangain, J.O.(P&A)
6. Sh. Pratap Mishta/Sh. Dhan Kumar/Sh. Mangu Ram Manjhi/ Rajmal (Peons)

Duties:

- a. The committee will be responsible for providing the refreshment at the Corporate Office and arranging tea, snacks & lunch to all participants at venue of function.

PRESS AND MEDIA COMMITTEE

Members:-

1. Sh. Salamat Khan, P.O., **Convener**
2. Sh. Rahul Lotheta, O (PR)
3. Ms. Millie Chanda Sirkeck, F.O.
4. Sh. Satyender Sharma, Programmer
5. Sh. Satish Kumar (P&A)/Sh. Jagdish Kumar (F&A) (Peons)

Duties:



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- a. The committee will provide all the publicity related assistance for organizing the Raising Day like printing of flexes and publicity in media.

Conveners of the various committees are to hold meetings with respective committees to chalk out the details of arrangements and required logistic and get the same approved from Programme Controlling Committee latest by **10th December, 2014 AN**. The various committees constituted for the Raising Day will complete all the codal formalities for the purpose before making the payments.

Director (Personnel)

Endst. No. HPPCL/P&A/PR/Raising Day/2014 13963-14030 Dated:- 23/11/14

Copy forwarded to:

1. APS to Managing Director, HPPCL, Shimla-5 for favour of information of Managing Director please.
2. APS to Director (Personnel), HPPCL, Shimla-5 for favour of information of Director (Personnel) please.
3. PS to Director (Civil), HPPCL, Shimla-5 for favour of information of Director (Civil) please.
4. APS to Director (Electrical), HPPCL, Shimla-5 for favour of information of Director (Electrical) please.
5. Steno to Director (Finance), HPPCL, Shimla-5 for favour of information of Director (Finance) please.
6. APS to Chief Environment Specialist, HPPCL, Uttam Bhawan, Shimla-4.
7. GM (Civil Contracts), HPPCL, Shanti Kutir, Kamna Nagar, Shimla-5.
8. GM (Electrical Contracts), HPPCL Shanti Kutir, Kamna Nagar, Shimla-5.
9. GM (Corporate Planning), HPPCL, Shimla-5.
10. DGM (Corporate Planning), HPPCL, Shimla-5.
11. DGM (Corporate Monitoring), HPPCL, Shimla-5.
12. DGM (Electrical Contract/Civil Contract/ DGM (Finance), HPPCL, Chakkar, Shimla-5.
13. DGM (Finance) HPPCL, Corporate Office, Shimla-5.
14. Company Secretary HPPCL, Uttam Bhawan, Shimla-4.
15. Land Acquisition Officer, HPPCL, Uttam Bhawan, Shimla-4.
16. Sr. Manager (IT), HPPCL, Uttam Bhawan, Shimla-4.
17. Sr. Manager (CPT), HPPCL, Shanti Kutir, Chakkar, Shimla-5.
18. Manager (Finance.), HPPCL, Corporate Office, Shimla-5
19. HDM (Estate), Corporate Office, Shimla-5.
20. Notice Board.
21. All the members of committee mentioned above.

All the members of committee mentioned above are requested to finalize the course of action to be adopted to make **"Raising Day"** a success.

Director (Personnel)