



Himachal Pradesh Power Corporation Limited  
(A State Government Undertaking)

Himfed Building, BCS, New Shimla-171009.

Phones: 0177-2671812

No. HPPCL/Law/181/Panel/Vol-IV/2018-12498-502 Dated: 18/10/19.

**Office Order**

In pursuance to this office letter No. HPPCL/Law/142/Gen/2018-7688-90 dated 06.08.2019 read with the System Circular No. HPPCL/P&A/Policy Circular/2017-23171-99 dated 13.12.2017 and instructions issued from time to time regarding maintenance of the Legal Cell record/ movement of its files/ PUC's, Sh. Manish Saklani, JO (P&A) presently deployed in the Corporate Legal Cell is again directed to kindly update and to maintain the files with proper paging etc.(whatever be required to update the record till date) within one month time i.e. before 20<sup>th</sup> November, 2019. The copy of the office order dated 06.08.2019 alongwith circular dated 13.12.2017 are also enclosed herewith for your ready reference and its compliance.

  
Director (Personnel)

**Copy forwarded to:-**

1. The Sr. Manager (IT), HPPCL, Himfed Building, BCS, New Shimla for uploading the same on official website of HPPCL.
2. The Manager (P&A) S&W, HPPCL, Himfed Building, BCS, New Shimla, w.r.t. this office letter No. HPPCL/Law/142/Gen/2018-7688-90 dated 06.08.2019.
3. The Manager (P&A), PRM, HPPCL, Himfed Building, BCS, New Shimla, HPPCL/Law/142/Gen/2018-7688-90 dated 06.08.2019.
4. Sh. Ranjan Sharma, JO (P&A), HPPCL, Himfed Building, BCS, New Shimla to look after the work of Sh. Manish Saklani upto 20 November 2019
5. Sh. Suresh Kumar, Peon cum Attendant, Legal Cell HPPCL, Himfed Building, BCS, New Shimla, to also assist Sh. Manish Saklani, JO (P&A) for updating the record in a time bound manner.

  
Director (Personnel)

dt. 30-10-19

Encls. No. As above

Sh. Manish Saklani, JO (P&A), Legal Cell - for necessary  
Compliance please.

  
30/10/19