



OFFICE ORDER

The HPPCL is organizing Sports Meet for the employees of Corporate Office in the month of December, 2021 as part of celebrations of 15th Raising Day of HPPCL.

For this purpose the following committees are hereby being constituted:

PROGRAMME CONTROLLER

1. Sh. Narender Chauhan, DGM (CC)

Duties:

- a.) The Programme Controller will be responsible for conducting the meetings of various committees and chalking out the details of action of various committees for successful organizing of the sporting event.

ORGANIZING COMMITTEE

Members:

- 1 Sh. Pankaj Khosla, Manager (IT)
- 2 Ms. Millie Chanda Gupta, Manager (F&A)
- 3 Sh. Rajesh Kumar Mangain, Dy. Manager (Estate)
- 4 Ms. Deepika Negi, AE (EC)
- 5 Mr. Sandeep Kumar, AFO (Estate)
- 6 Sh. Yogesh Kumar, Outsourced Supervisor (Estate)

Duties:

- a. The committee will be responsible for organizing various events at different venues and provide all the logistic support for organizing the sports meet.
- b. The committee will finalize the dates and book the venues for the event.

GAMES CO-ORDINATOR

Sr. No.	Game	Name of Co-ordinator
1.	Table-Tennis (For Men & Women)	Sh. Akshay Vrat, AE (CP) Sh. Manish Saklani, JO (Law)
2.	Carrom-Board (For Men & Women)	Sh. Vivek Verma, Dy. Manager (F&A) Sh. Anuj Goel, CO (Law)
3.	Chess (For Men & Women)	Sh. Sumit Kaul, Manager (CP) Sh. Sh. Rajesh Thakur, PS to Dir. (P)
4.	Cricket	Sh. Vijay Saklani, Manager (CC) Sh. Rajiv Thakur, PA (Elect) Sh. Jagdish Sharma, Peon (F&A)



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Duties:

- a) The Coordinators of various committees will frame the rules and convey rules to the participants of respective games.
- b) In case of dispute, the decision of game co-ordinators will be treated as final.
- c) The games co-ordinators will be responsible for smooth and proper conduct of games.

PURCHASE COMMITTEE

Members:

1. Sh. Munish Soni, Manager (F&A) Convener
2. Sh. Nitish Shekhri, AE (Elect)
3. Sh. Sh. Rakesh Bhatti, AFO

Duties:

- a) The committee will purchase all the required supports goods, mementos and certificates for the sports meet after following proper codal formalities.

TRANSPORT COMMITTEE

Members:

1. Sh. Chander Kant Verma, AE (Estate) Convener
2. Sh. Ajay Mahajan, Consultant (Estate)

Duties:

- a) The committee will provide transportation support for the sports meet.

HOSPITALITY COMMITTEE

Members:

1. Sh. Satender Jayswal, Manager (P&A), Convener
2. Sh. Amit Sharma, APO (P&A)
3. Sh. Vikas Chauhan, JO (P&A)
4. Sh. Raman Verma, JO (F&A)
5. Sh. Rajinder Thakur, Plumber (Estate)

Duties:

- a) The committee will be responsible for providing refreshment to all participants at different venues of sports meet and will arrange the refreshment for the participants.

PRESS AND MEDIA COMMITTEE

Members:-

1. Sh. Rahul Lotheta, Manager (PR), Convener



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2. Sh. Dharam Prakash, JO (P&A)
3. Sh. Dhan Kumar, Peon

Duties:

- a) The committee will provide all publicity related assistance for organizing sports meet like printing of flexes and publicity in media.

Director (Personnel)

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Copy for information to:

1. ES to Managing Director, HPPCL, Shimla-9 for favour of information of Managing Director please.
2. PS to Director (Civil), HPPCL, Shimla-9 for favour of information of Director (Civil) please.
3. PS to Director (Electrical), HPPCL, Shimla-9 for favour of information of Director (Electrical) please.
4. PS to Director (Finance), HPPCL, Shimla-9 for favour of information of Director (Finance) please.
5. All HoD's, HPPCL.
6. AGM (Finance)/DGM (Finance).
7. Sr. Manager (IT), HPPCL, Shimla-9 for uploading on HPPCL website.
8. Notice Board.

All the members of committee are requested to finalize the course of action to be adopted to make 'Sports Meet' a success.

Director (Personnel)