

DM(IT)/I/16
19/5/16

INDRAPRASTHA POWER GERNERATION COMPANY LIMITED
&
PRAGATI POWER CORPORATION LIMITED


No.: Mgr(HR)Policy/2016-17/ 21

Dated: 19th May 2016

CIRCULAR


In order to maintain authentic record of leave, all the Officers/Officials are required to submit their leave in ERP system through ESS portal only.

This issues with the approval of Competent Authority.


(Anil Taneja)
AM(HR)Policy

Copy to:

1. Sr. PS to MD
2. Sr. Ps / PS to all Directors
3. Sr. PS / PS to all EDs/GMs/Company Secretary
- ✓ 4. Sr. Manager (IT)- For uploading the same in the company website
5. Notice Boards

Sr. Prudip

19/5/16.