

IP Department
Invent
Diary No. 127
Date: 24/1/2020

INDRAPRASTHA POWER GENERATION COMPANY LIMITED &
PRAGATI POWER CORPORATION LIMITED
(HR DEPARTMENT)

(Regd. Office: Himadri, Rajghat Power House Office Complex, New Delhi - 110 002)
Corporate Identity Number (CIN) - U40103DL2001SGC111530
Website: www.ipgcl-ppcl.gov.in

No:F.98/HR/Policy/2019-20/ 34

Dt. 24/1/2020 January, 2020

CIRCULAR

Due to the sealing / de-sealing and checking process of the offices / buildings on 22nd, 23rd & 25th January, 2020 in connection with Republic Day Celebration 2020 and to avoid untoward incidents, the offices at Rajghat Power House, Himadri Corporate Office and RPH Office Complex shall remain closed upto 2.00 PM on 23rd January, 2020 and after 12 noon on 22nd and 25th January, 2020 as security measure.

CISF / Security Officer will ensure all security checks in the said premises.

This issues with the approval of Competent Authority.

S.R. Sagar
31/1/2020
(S.R. Sagar)
Sr. Manager (HR)

Copy for information to:

1. Sr. PS to MD
2. Sr. PS / PS to all Directors
3. Sr. PS / PS to Executive Directors / CVO
4. Sr. PS / PS to all GMs / CMO
- ✓ 5. Sr. Manager (IT) : For uploading the same in Company Website.
6. DC/AC, CISF
7. Security Department
8. Notice Board