

RTI REQUEST DETAILS

Registration No. : NHPCL/R/E/20/00022	Date of Receipt : 03/02/2020
Type of Receipt : Online Receipt	Language of Request : English
Name : Hemarathi S	Gender : Female
Address : W-8-2/43,Kaliyamman kovil street,, Kariyanampatti,Pannaipuram, Theni District,, Pin:625524	
State : Tamilnadu	Country : India
Phone No. : +91-8531992287	Mobile No. : +91-9906907821
Email : hemakannes92@gmail.com	
Status(Rural/Urban) : Rural	Education Status : Graduate
Is Requester Below Poverty Line ? : No	Citizenship Status : Indian
Amount Paid : 10)	Mode of Payment : Payment Gateway
Does it concern the life or Liberty of a Person ? : No(Normal)	Request Pertains to :
Information Sought :	<p>1.Is there any objection/restriction regarding getting experience certificate for present NHPC employee (if he processed his outside employment application through proper channel and the prescribed procedure) in a particular format(format attached in attachment)for outside employment application.</p> <p>2.What are the guidelines/circulars for getting experience certificate by the present NHPC employee for outside employment application.</p>
<input type="button" value="Print"/> <input type="button" value="Save"/> <input type="button" value="Close"/>	

3.7.4.
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3/2/2020

(Signature)
3/2/2020.

3.7 (4.18)

ANNEXURE-I**EXPERIENCE CERTIFICATE**

1	Name and address of the Institution/Organization	:	
2	Whether the said Institution/Organization is a recognized one?	:	
3	Registration Number of Institution/Organization if any	:	
4	Name of the Employee and Date of Birth	:	
5	Qualification possessed by the Employee on the Date of Joining Service in the above said Institution/Organization	:	
6	Designation and period of Experience of the Employee	:	
7	Nature of the Work/Duty performed by the Employee (To be mentioned in Brief)	:	
8.	Whether the employee possesses experience as laid in para 4(B) (Serial No.1) of the Notification for the post of Assistant Electrical Inspector.		
	a) Period of experience		From.....To.....
9	Whether Attendance Register / Attendance Rolls / Pay Register and other records /available for this Employee	:	Yes / No
10	Certificate by Manager of the Firm/ Company/Government Department/Public Sector under taking	:	The above said employee is having experience in this Institution/Organization as stated above. The above particulars furnished by us are correct.

Office Seal:

Date:

Place:

Signature

Name & Designation of
the Issuing AuthorityNote:

Firms / Companies which issues the certificate is cautioned that issuing of any certificate containing false details will lead to legal/penal action on them.



एनएचपीसी लिमिटेड
(भारत सरकार का उद्यम)
NHPC Limited
(A Govt. of India Enterprise)

Tel.No.0129 2255987

एनएच/आरटीआई/ई-00022/2020 / 58

18/02/2020

ऑनलाइन आर.टी.आई सूचना

प्रेषित:

Ms Hemarathi S
W-8-2/43, Kaliyamman Kovil Street
Kariyanampatti, Pannaipuram
Theni District-625524 (Tamilnadu).

विषय: "सूचना के अधिकार अधिनियम 2005" के अन्तर्गत सूचना (आवदेन संख्या - ई-00022)।

महोदया,

कृपया दिनांक 03/02/2020 के अपने आरटीआई आवदेन पत्र जो इस कार्यालय में दिनांक 03/02/2020 को आर.टी.आई एक्ट 2005 के तहत प्राप्त हुआ है, का संदर्भ ग्रहण करें।

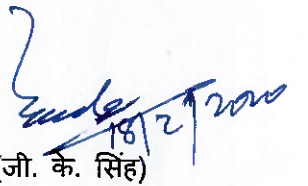
आपके द्वारा मांगी गयी सूचना "सूचना के अधिकार अधिनियम" की धारा 5(5) के अंतर्गत संबंधित विभाग/परियोजना के डीम्ड लोक सूचना अधिकारी से प्राप्त हो गयी है जो अनुलग्नक 'क' के अनुसार है।

"सूचना के अधिकार अधिनियम 2005" के अन्तर्गत इस पत्र के प्राप्ति के 30 दिन के अंदर आप अपील कर सकते हैं। विभागीय अपील अधिकारी का विवरण निम्न है:

श्री अविनाश कुमार, कार्यपालक निदेशक (मानव संसाधन),
एनएचपीसी कार्यालय परिसर, सैक्टर-33, फरीदाबाद (हरियाणा), पिन-121003.

संलग्नक: (04 पेज)

भवदीय


(जी. के. सिंह)

महाप्रबन्धक (मा.सं.) एवं केन्द्रीय लोक सूचना अधिकारी
e-mail: nhpc-rti@nhpc.nic.in



Regd. Office
CABLE :

: NHPC OFFICE COMPLEX, SECTOR-33, FARIDABAD-121003(HARYANA)
"HYDROCORP" TELEX:343-311 NHPC INFAX:2277941



अनुलग्नक - 'क'
ANNEXURE - 'I'

ARUN KUMAR, GENERAL MANAGER (HR), dt: 12-Feb-20

संबंधित अनुभाग से प्राप्त संलग्न सूचना "Point no.1 - मांगी गई सूचना आरटीआई ACT के तहत सूचना की परिभाषा में नहीं आता है। Point no. 2 - मांगी गई सूचना संलग्न है" को केंद्रीय लोक सूचना अधिकारी, आरटीआई सेल, निगम मुख्यालय फरीदाबाद को प्रेषित किया जाना प्रस्तावित है।

DEEPA, SENIOR MANAGER (HR), dt: 12-Feb-20

कृपया अग्रसारित किया जाता है

INDRAJIT BORAL, GENERAL MANAGER (HR), dt: 12-Feb-20

** This is a system generated document and does not required the signature of sender



यह दस्तावेज आर टी आई अधिनियम के तहत जारी किया जा रहा है। पृष्ठ सं...../.....
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NATIONAL HYDROELECTRIC POWER CORPORATION LIMITED
(A Government of India Enterprise)



Industrial Relations

CIRCULAR No.02/2008

NH/HR/IR/069

15.02.2008

Kind attention of all the concerned is invited to letter No. PPL-770 dated 31.07.1995 on the subject of issue of certificate (copy enclosed). Despite clear-cut instructions issued from time to time from Corporate Office, instances of issuing unauthorized service/experience certificates to employees/contractors' labour without realising the implications have again come to the notice of the Management. Such certificates not only put the Corporation in an unwanted/embarrassed situation causing irreparable damage to the reputation but also tend to saddle the Corporation with unnecessary financial liability.

2. It is once again reiterated that it is the HR department alone which is authorized to issue any certificate in the shape of service certificate in the prescribed format in favour of an employee of the Corporation. No commendation/merit/service/experience certificate is to be issued by any other person. Deviation from the notified instruction is subject to strict disciplinary action under NHPC Conduct, Discipline & Appeal Rules.

3. All the concerned are once again requested to comply with the instructions and desist from issuing such certificate.



यह दस्तावेज आर टी आई अधिनियम के तहत जारी किया जा रहा है। पृष्ठ सं..... 2/15/11

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(Dayal Mathur)
Executive Director(HR)

Distribution : Standard

NATIONAL HYDROELECTRIC POWER CORPORATION LTD
(A GOVERNMENT OF INDIA ENTERPRISE)

SECTOR-33
FARIDABAD

No.PPL-710

Dated: 31.7.1995

To

- All Executive Directors

Sub: Issue of Experience Certificate

Dear Sir,

Instances have come to the notice of the Management where some Executives and Supervisors of the Corporation have issued Merit/Commendation/Experience Certificates to the employees on the work done by them while they were posted under their control. In a number of cases, the certificates issued by them are not in line with the exact work allotted to the employees. This practice has embarrassed the Management a number of times.

2. It has now been decided that no Executive or Supervisor of the Corporation will issue any Experience Certificate in respect of any employee and in case the employee wants such a certificate, it will be issued in the shape of Service Certificate in the enclosed proforma and this certificate will be issued by the Personnel Department concerned of the Projects/Unit. No Commendation/Merit Certificate be issued without the approval of the Corporate Office.
3. Please issue strict instructions to all concerned not to issue any Experience Certificate etc., to any employee and in case any Executive/Supervisor is found signing that certificate strict disciplinary action should be taken against him.
4. You are requested to bring it to the notice of all concerned for strict compliance and Corporate Office may be kept informed of the action taken in this regard.



यह दस्तावेज आर टी आई अधिनियम के तहत
जारी किया जा रहा है। पृष्ठ सं. 3
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Yours faithfully,

[Signature]

SERVICE CERTIFICATE

1. Name :
2. Father's/Husband's Name :
3. Employee No. :
4. Date of Birth :
5. Date of Joining :
6. Employment History :

Department	Designation	Scale of pay	Duration of work	
			From	To

7. Date of Superannuation:
8. Any other matter :



यह दस्तावेज आर टी आई अधिनियम के तहत जारी किया जा रहा है। पृष्ठ सं.....4.....
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Authorised Officer
of Personnel Dept.