



**ASSAM POWER DISTRIBUTION COMPANY LIMITED**

**A fully Customer Centric Company**

**Regd. Office: Bijulee Bhawan, Paltanbazar, Guwahati-781001, Assam**

**Tel. No: 0361-2739525, 0361-2729528. Fax No: 0361-2729527**

**E-mail: cgmhraapdcl@yahoo.com, Website: www.apdcl.org.in**

No. APDCL/ACT/Estt./2005/15/PT-I/160

Date: 26.02.2021

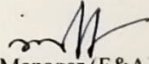
To

Smt. Prateeti Bora  
Roll no 180131210262  
Na-Ali, L.K. Path PO: Jorhat, Jorhat  
Phone No: 9707816341

Subject to satisfactory police verification report on character and antecedents, medical fitness report and pursuant to the recommendation of Selection Committee and approval of Empowered Committee, you are appointed as "Assistant Accounts Officer" and posted at O/o the SDE, Dhekiajuli Electrical Sub-Division-II, APDCL, Dhekiajuli in the capacity of AAO.

The following Terms & Conditions shall apply:-

1. The appointee shall submit joining report to the Controlling Officer of his/her respective place of posting within 10 (ten) days from the date of issue of this appointment order, failing which the appointment shall automatically stand cancelled.
2. The appointee shall be required to submit a Medical Fitness certificate from the Chief Medical and Health Officer of the District, to the concerned office as mentioned above at the time of joining.
3. The Appointee shall have to sign a Service Bond of Rs.1, 00,000/-or salary equal to 3(three) months' pay whichever is higher as per rules, at the time of joining.
4. In the event of resignation during the period of probation, they will have to pay back the salary for the period of working along with the cost of training incurred by the Company.
5. The Appointee shall be under the regular Pay Band of Rs. 25,000-92,000/- with Grade Pay of Rs. 11,000/- and other allowances as admissible from time to time under Company's rules and shall be on probation for a period of 2 (two) years w.e.f. the date of joining.
6. In case of receipt of unsatisfactory performance report after 2 (two) years of probation period, the probation period may be extended on the same terms and conditions for another 1 (one) year.
7. On successful and satisfactory completion of probation period and receipt of satisfactory performance report from the respective controlling officer, the service of the appointee shall be confirmed.
8. The appointee shall be covered under the Scheme of National Pension System (NPS) of the Company.
9. The service of the appointee is transferable within the jurisdiction of APDCL. He/She shall be amenable to the service conducts and other rules of the Company or the orders issued by the Competent Authority.
10. In case of detection of any false, forged or incorrect information/documents already submitted by the appointee, his/her service will be liable for termination/cancellation without any prior notice.
11. The inter-se-seniority of the appointee will be notified in due course, as per rules in force.
12. They shall be required to pass the Departmental Confirmatory Examination of 400 (four hundred) marks after completion of induction training or as may be prescribed by the Appointing Authority. The marks obtained in the Recruitment test would be added to the marks obtained in the Departmental Examination to determine their inter-se-seniority.
13. Other terms and conditions of appointment shall be regulated as per rules of the Company and other instructions that may be issued by the APDCL from time to time.

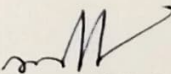
  
Chief General Manager (F&A), APDCL

Memo No APDCL/ACT/Estt./2005/15/PT-I/160 (A)

Date: 26.02.2021

Copy to:

1. OSD to the Chairman, APDCL/ AEGCL/ APGCL, Bijulee Bhawan, Guwahati-1 for kind information of the Hon'ble Chairman.
2. P.S to the MD, APDCL for kind information of MD, APDCL.
3. All CGMs, APDCL for information.
4. The CMO, APDCL, Bijulee Bhawan, Guwahati - 01.for information & necessary action.
5. Concerned Offices.
6. Person Concerned.
7. Office Copy.

  
Chief General Manager (F&A), APDCL