



West Bengal State Electricity Transmission Co. Ltd.

CORPORATE HR&A DEPARTMENT

Registered Office: Vidyut Bhavan, Block-DJ, Sector-II, Bidhannagar, Kolkata-700091

Circular No. 20 /2015

Dated: 09 .11.2015

The provisional Gradation lists of all employees of WBSETCL recruited on or after 01.04.07 have been prepared for circulation on the basis of appointment orders issued up to October'14 as per available record at Corporate HR&A Department, WBSETCL as well as information received from the R&MP Cell of WBSEDCL.

Utmost care has been taken during preparation of the Gradation Lists. In spite of the endeavour if any error, omission or insertion is reflected in the provisional Gradation lists, the same may please be intimated to this end within 31st December'2015 as per the enclosed format with the supporting documents and representation.

A set of Gradation list has already been hosted in the Company's website www.wbsetcl.in. Interested employees may visit Company's website and put-up "gradationtcl" as "User ID" and "gradation@tcl" as "Password" in order to download the Gradation list.

In case of any proposal for any changes in the Gradation lists the same shall be forwarded to this end with supporting records within 31st December'2015 positively. On receipt of the same the list will be corrected with the approval of the Competent Authority.

(S. Banerjee)

General Manager(HR&A)



(Format of Application for changes in the Gradation List)

To,
The General Manager(HR&A),
WBSETCL,
8th Floor, D Block,
Vidyut Bhavan,
Kolkata-91

Dated. / /20

1. Name of the Employee: -----

2. Designation :-----

3. Employee No. :-----

4. Present place of posting:-----

5. Details of Correction required:-----

6. List of supporting documents, if any: -----

(Signature of the Employee)

(Signature of the Controlling Officer)

N.B: If required additional sheet may attached.

