



CIRCULAR NO. 336/2015

DTD.18.06.2015

A Circular bearing No.25/2013 dtd.19.11.2013 was issued by this office for furnishing of monthly information and E.C.R copies in connection with the compliance under Employees' Provident Funds & Miscellaneous Provisions Act, 1952 i.r.o. contract employees by the respective controlling offices to the Corporate HR&A Department.

Now, upon fulfillment of the purpose for which the information was sought, furnishing of said information/documents to the Corporate HR&A Department henceforth be dispensed with.

However, such information/documents should be maintained by the respective controlling offices in the manner convenient to them for onward submission to the Corporate HR&A Deptt. as and when required for meeting up the statutory requirements.

(S.Banerjee) 18/6/15

General Manager (HR&A)/(Offtg.)

Memo No.Corp (HR&A)/TCL/EPF/1618/11-150

Dtd:18.06.2015

Copy forwarded for necessary information and action please to:-

1. The Chief Engineer,(O&M)/Projects-I & II/Testing /Engg.Dept. / SLDC/CPD / Corporate /O&M Construction/ Procurement, Communication, WBSETCL.
- ✓ 2. The Head I.T., WBSETCL. ----May please arrange for hosting in the website of the Company under MENU HEAD 'Office Orders & Circular'.
3. The Addl. C. E., Salt Lake Tr. Zone-I/Burdwan Tr. Zone-II/ Siliguri Tr. Zone-III/Midnapore Tr.Zone-IV, WBSETCL.
4. The Addl. Chief Engineer/S.E.(E)/S.E.(C)/Area Manager/DE(E)/AE(E)/AE(E&T):-

**Area Office:**

SaltLake/Kasba/Behala/Barasat/Berhampore/Krishnagar/Jeerat400KV/Chandannagar/Howrah/  
Bankura/Durgapur400KV/Burdwan/Haldia/Midnapore/Purulia/Kharagpur/Arambagh 400 KV/ Malda  
Kharagpur 400KV /Alipuduar/ Jalpaiguri/ Siliguri/Raiganj, WBSETCL.

**Field Zonal Office:** Berhampore/Siliguri/Durgapur/Kolkata/Kharagpur/Krishnanagar/Chinsurah,  
WBSETCL.

**Communication Zone Office:** Howrah, WBSETCL.

**O&M Construction Office:** Durgapur/Jalpaiguri/Kalyani/Howrah/Behala/Tamluk/Purulia,  
WBSETCL.

5. The Sr.Manager(HR&A),T&C,WBSETCL.

(S.Datta) 18/6/15

Addl. General Manager (HR&A)