

TRANSMISSION CORPORATION OF ANDHRA PRADESH LIMITED

A B S T R A C T

APTRANSCO—Loans and Advances—Special Festival Advance to the employees of APTRANSCO for purchase of cloth from APCO—Guidelines—Issued.

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T.O.O (Addl.Secy-Per)Ms.No.181

Dt.18-08-2010

Read the following:

T.O.O (Addl.Secy-Per)Ms.No.82, dt.31-05-2010.

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**ORDER:**

In T.O.O cited, APTRANSCO have issued orders enhancing the existing ceiling for sanction of various advances to the employees of APTRANSCO duly revising the pay ranges as per the Revision of Pay Scales, 2010. It has also been ordered for sanction of Special Festival Advance with different rates to the Gazetted, Non-Gazetted and Class-IV employees once in a Financial Year.

2) After careful consideration, the Transmission Corporation of Andhra Pradesh Limited hereby issues the following guidelines for sanction of Special Festival Advance ordered in the T.O.O cited.

- i) The Drawing and Disbursing Officer shall issue the orders sanctioning the Special Festival Advance based on the limits mentioned at para 2(7) of T.O.O(Addl.Secy-Per)Ms.No.82, dt.31-05-2010.
- ii) A copy of the sanction orders shall be issued to the employee and one copy would be sent to the APCO outlet as indicated by the employee. Based on the sanction orders, the Drawing and Disbursing Officer will raise a bill and obtain a cheque in favour of the Andhra Pradesh State Handloom Weavers Co-operative Society Limited.
- iii) Based on the sanction orders, the employee will choose the material to be purchased from the APCO outlet.
- iv) The APCO staff will cross check the sanction orders submitted by the employee with the sanction orders received from the Drawing and Disbursing Officer and then raise a bill accordingly in the name of the employee.
- v) The employee would then present the bill to the Drawing and Disbursing Officer who would then disburse the cheque under acknowledgement to the employee concerned.
- vi) The employee would then present the cheque at the APCO outlet and based on that, procure the material from APCO.
- vii) No cash can be taken back by the employee against the Cheque.
- viii) The APCO will accumulate all such cheques from various outlets in the State at their Head Office and then encash the same.

**(P.T.O)**

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- ix) The purchases made higher than the Special Festival Advance shall be paid in cash by the employee to APCO.
- x) APCO shall not make credit sales.
- xi) The Drawing and Disbursing Officers have to take the responsibility of recovering the Special Festival Advance in 10 equal monthly installments from the very next month of the drawal of the advance.
- 3) These orders shall come into force with effect from the date of issue of T.O.O.Ms.No.82, dt.31-05-2010.
- 4) These orders are issued with the concurrence of Director (Fin. & Rev) vide Regd.No.2793, dt.07-08-2010.
- 5) These orders are also available on APTRANSCO Website and can be accessed at the address **<http://www.aptransco.gov.in>**

(BY ORDER AND IN THE NAME OF TRANSMISSION CORPORATION OF A.P.LIMITED)

AJAY JAIN  
CHAIRMAN & MANAGING DIRECTOR

To

All Chief Engineers. ]  
All FA & CCAs/Dy.CCAs ] APTRANSCO  
All Superintending Engineers. ]  
All Divisional Engineers/Executive Engineers ]

Copy to:

The CE/Opn., RE& IT/APTRANSCO --- ***With a request to place the above orders in APTRANSCO Website.***

PS to Chairman & Managing Director, APEPDCL, VISAKHAPATNAM.  
PS to Chairman & Managing Director, APSPDCL, TIRUPATHI.  
PS to Chairman & Managing Director, APCPDCL, HYDERABAD.  
PS to Chairman & Managing Director, APNPDCL, WARANGAL.  
PS to Managing Director & Vice-Chairman/APGENCO/V.S./Hyd.  
PS to Chairman & Managing Director/APTransco/V.S/Hyderabad.  
PS to Jt.Managing Director(HRD, Comml., IPC & IT)/VS/Hyd.  
PA to Jt.Managing Director (V&S)/APTransco/VS/Hyderabad.  
PS to Addl. Jt.Managing Director(Distribution & HRD)/VS/Hyd.  
PA to Director (Fin. & Rev.)/APTransco/VS/Hyderabad.  
PA to Director (Grid Operations)/APTransco/VS/Hyderabad.  
DE/Tech. to Director (Transmission)/ APTransco/VS/Hyderabad.  
DE/Tech. to Director (Projects )/ APTransco/VS/Hyderabad.  
The Chief General Manager (HRD & TRG)/ APTransco/VS/Hyderabad.  
The Executive Director (G)/CC/ APTransco/VS/Hyderabad.  
The Additional Secretary/ APTransco/VS/Hyderabad.  
The Joint Secretary/A.P.Transco/Hyderabad  
The Liaison Officer/SC&ST employees Grievances Cell/AP.Transco/VS/Hyd.  
The Chief General Manager (Adm.)/APGENCO/Vidyut Soudha/Hyderabad.  
All Chief General Managers (HRD)/APEPDCL,APSPDCL,APCPDCL & APNPDCL.  
The Joint Secretary (IR)/APCPDCL/Hyderabad.  
The Senior Accounts Officer/SLDC//(F&P)/APTRANSCO/VS/Hyd.  
The Pay Officer//AO(CPR)//Company Secretary/ APTransco/VS/Hyderabad.  
The Resident Audit Officer/EBCA/ APTransco/VS/Hyderabad.  
All Deputy Secretaries.//All Asst. Secretaries/ APTransco/VS/Hyderabad.  
All Sections in P&G Services/ APTransco/VS/Hyderabad.

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The General Secretary, APEE Union (Regd.No.1104), Mint Compound, Hyd.  
The Secretary General, APSE Employees Union (Regd.No.327), Mint Compound, Hyd.  
The General Secretary, Telugunadu Vidyut Karmika Sangham (Regd.No.1245),Mint Compound, Hyd.  
The General Secretary, APSEB Assistant Engineers Association, (Regd.No.1185),  
H.Q. KTPS, New Paloncha, Khammam Dist. - 507 115  
The Secretary General, APSEB Engineers Association, (Regd.No.874/75),  
H.No.6-3-663, Somajiguda, Hyd.  
The General Secretary, AP Power Diploma Engineers Association,  
(Regd.No.B-473), H.No.5-9-22/55, Adarshanagar,Hyd.  
The General Secretary, Andhra Rashtra Power Employees Union,  
(Regd.No.G-445), H.No.1-8-565/5, RTC 'X' Road, Hyd-20.  
The General Secretary, APSEB Accounts Officers Association, (R.No.C-5)/VS/Hyd.  
The General Secretary, Junior Accounts Officers Association, (R.No.880), V.S/Hyd.  
The General Secretary, APSEB Secretariat Employees Association, (Regd.No.54/69), VS, Hyd.  
The General Secretary, United Electricity Employees Union, (Regd.No.B-1829),  
1-1-60/4, Musheerabad, Hyderabad-20.  
The General Secretary, APSEB Technical Employees Union, (Regd.No.B-2275)  
C/o Sri K.Sampath Reddy, H.No.6-1-40/5, Mint Compound, Hyderabad.  
The Secretary General, APSEB SC & ST Employees Welfare Association  
(Regd.No.1589), H.No.8-3-228/1280/56, Jawaharnagar, Yousufguda, Hyd.  
The General Secretary, State Scheduled Tribe Employees Welfare Association,  
(Regd.No.956/78), HQ: Mint Compound, Besides APCPDCL Head Quarters (New Building), Hyderabad - 500 063.  
The General Secretary, A.P.E.E.P&G & Officers Association, GSR Bhavan,  
H.No.6-1-48/4, (Regd.No.327), Mint Compound, Hyderabad - 500 063  
The General Secretary, Telangana Elec., Employees' Association  
(Regd.No.H.61/2005) H.No.14-3-237, Goshamahal, Begumbazar, Hyd-12.  
The Secretary General, Electricity Backward Classes Employees Welfare Association  
(Regd.No.1681/2006), Plot No.7, Road No.5G, Krishnanagar Colony, Moulali, Hyd-40  
The Secretary General, Electricity, OC Employees Welfare Association,  
(Regd.No.1088/2008), H.No.1-1-287/33/A, Chikkadapally, Hyderabad  
The General Secretary, Telangana Raastra Vidyut Karmika Sangam,  
H.O: Q.No.3-7-443, 444, Beside 132/33 KVSS, Jagital Road, Karimnagar.  
The Central Record Section. & The Stock File.

**C.No.Addl.Secy./DS(L,IR&Reg.)/AS(L,IR&Reg.)/PO(Reg.&HRMS)/JPO/389/2010**

//FORWARDED BY ORDER//

PERSONNEL OFFICER