

Ref. No. ECL/C-5(D)/Estb-B15/HR/1911168/EE/841

Dated: 13th May, 2025

OFFICE ORDER

Sri **CHINMOY SENAPATI**, Manager (HR), EIS No. 90293879, presently posted at Sodepur Area, is hereby assigned the additional charge of HR Dept. of MRS, in addition to his existing assignments at Sodepur Area, till further Order.

Sri Senapati shall report to the General Manger (Rescue), ECL, for assuming additional charge of HR Dept. at MRS.

The concerned executive is also advised to fill up his new 'PRIDE' form for the year 2025-26 within 15 days of his joining/assuming additional charge of HR Dept. of MRS, after taking new assignments in consultation with his Reporting Authority. It is the sole responsibility of the concerned executive for completion of PRIDE cycle on time on assumption of charge of his new assignments.

This is issued with the approval of the Competent Authority of ECL.

गौरव मिश्रा
13/05/2025

(Gaurav Mittal)

Sr. Manager (HR)/HOD(EE)

Distribution:

Chairman-cum-Managing Director, ECL

Dir(F)/Dir(T)OP/Dir(HR)/Dir(T)P&P/C.V.O., ECL

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Area GM/Area HR Manager/AFM, Sodepur Area

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Sr. Manager (HR/EE)/Nodal Officer (PMS), ECL HQ

Sr. Manager (Fin-Estb.), ECL HQ

Manager (Excvt.)/Local Admin(e-Office), System Dept, ECL HQ

Manager (HR/EE)/Nodal Officer (SAP), ECL HQ

Concerned Executive – **with a request to send his charge assumption/handover-takeover report**

Personal File

पंजीकृत कार्यालय / Regd. Office

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