

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
VIDYUTH SOUDHA : : VIJAYAWADA – 520004

Circular Memo No.CGM(Adm,IS&ERP)/DS(Adm)/AS(Adm)/PO-C/535/2019, Dated:18.10.2019.

Sub: Estt. – APGENCO – Engineering Services – Permission to leave country for abroad visits and sanction of Leave – certain instructions – issued.

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The attention of all the Executive Director/CEs/SEs/In-charge of Generating Stations are invited to the subject matter and they are requested to forward the representations of the employees seeking permission to leave the country for abroad visits on Earned Leave along with Leave Eligibility in advance for taking necessary action in the matter. Further, it is also requested to not to relieve them without prior permission and Leave Sanction.

**R.PRABHAKARA RAO**  
**CHIEF GENERAL MANAGER (Adm,IS &ERP)**

To  
The Executive Director/Civil/VS/Vja  
All the Chief Engineers/Superintending Engineers/Executive Engineers  
The Chief General Manager/APPDCL/Corporate Office/ Central Excise Colony/ Vijayawada-8  
Project Manager/GGPP/Jegurupadu  
SE(Tech) to MD|| PS to MD  
SAO to Director(Finance & Commercial)  
Dy.EE (Tech.) to Director (Thermal) || Director(HR&IR) || (Hydel)  
AEE(Tech) to CGM(ADM, IS & ERP)

**Copy to:**

All the employees of APGENCO  
Stock File.

//FORWARDED:: BY ORDER//

*N. V. N. G. Ram Reddy*  
PERSONNEL OFFICER