



ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
VIDYUT SOUDHA :: VIJAYAWADA

Memo.No.JS(Per)/DS(Estt.)/AS(P-NT-Reg.)/PO(P-NT-Reg.)/282/2023, Date.18.08.2023

Sub: Estt. – APGENCO – Regulations – Employees engaged on Contract Basis –
Availing of Casual Leaves – Orders – Issued.

- Ref: 1) G.O.O.No.485/CGM(Adm.,IS&ERP)/2020, dt.24.09.2020
2) G.O.O.No.488/CGM(Adm.,IS&ERP)/2020, dt.25.09.2020
3) Representation received from Management Trainees (Chemical) (on
Contract Basis), dt.22.06.2023
4) UO No.CGM(Adm.,IS&ERP)/SE(Enq.)/EE(MPS)/AEE(MPS)/F./
D.No.140/2023, dt.17.08.2023

The Management Trainees (Chemical) appointed on Contract Basis vide ref. 1st and 2nd cited above, have represented the Management vide ref. 3rd cited to accord sanction of Casual Leaves to them.

2) After careful consideration, the employees directly engaged by APGENCO/APPDCL on fixed tenure basis, shall be eligible for Casual Leaves as under:

- a) One (01) Day of Casual Leave for every completed month of actual service subject to a maximum of TWELVE (12) in a Calendar Year.
- b) Eligible to avail a maximum of THREE (03) Days of Casual Leaves at any given time.
- c) The un-availed Casual Leave(s) at the end of the Calendar Year will not be carried forward and will lapse.

3) These orders shall come into force with immediate effect. These orders are issued with the approval of the Competent Authority.

M.S.V.V. PRASAD
JOINT SECRETARY (PER) (FAC)

To
All Station Heads of APGENCO/Functional Heads of Corporate Office/APPDCL

Copy to the:

Dy.EE/T to Managing Director/APGENCO
AO to Director (Finance & Commercial)/APGENCO
PO to Director (HR&IR)/APGENCO
Dy.EE/T to Director (Thermal)/APGENCO
Dy.EE/T to Director (Coal & Logistics)/APGENCO
Dy.EE/T to Director (Hydel)/APGENCO
AAO to ED (Accounts)/APGENCO
AE (T) to Chief General Manager (Adm.,IS&ERP)/APGENCO
PA to the Joint Secretary (Per)/APGENCO
General Manager (ERP)/APGENCO/Chief Financial Officer/APPDCL
Pay Officer//Accounts Officer (CPR) /APGENCO
Executive Engineer/MPS/APGENCO

// FORWARDED :: BY ORDER //

B. Sridhar
PERSONNEL OFFICER