



ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଟି. ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: OPTCL TECH TOWER, Janpath, Saheed Nagar, Bhubaneswar - 751007

Telephone: (0674) 2540051 (EPABX), Website: www.optcl.co.in

CIN:U4102OR2004SGC007553

No. AW-GE-II-05/2013(Pt) - 3189

/Dated, 25.02.2026

OFFICE ORDER

(SAP O.o No.1000000188)/ Ms. Salin Mahapatra, Assistant Manager (Fin.), [Emp. ID- 89490], EHT (O&M) Circle, Bhubaneswar, is hereby transferred and posted at O/o Central (O&M) Zone, Bhubaneswar, until further orders.

She will be relieved from her present assignments by relinquishing her charges.

The transfer order shall be carried out in SAP only. Ms. Mahapatra is requested to process the Relieving, Joining and Charge Handing over processes in SAP, which is linked to payroll.

This issues with the approval of Competent Authority.

A Mahapatra

CHIEF GENERAL MANAGER (HRD)

/Dated, 25-02-2026

Memo No: 3190

Copy to person concerned for information and necessary action. Upon reporting at the new unit, the transferred employee is requested to immediately register her details in the Biometric Attendance System. The detailed Manual of Relieving, Joining and Charge Handing over processes through SAP is enclosed for reference.

ST Paulo

DY.MANAGER (HRD), EE

/Dated, 25-02-2026

Memo No: 3191

Copy forwarded to CGM (O&M) / CGM (Fin.) / Central (O&M) Zone, Bhubaneswar/ GM (Ele.) EHT (O&M) Circle, Bhubaneswar / GM (HRD) SAP/ GM(HRD) MPPR/ GM(HRD) NEE/ Land Officer/ DDO, Central (O&M) Zone, Bhubaneswar / DDO, EHT (O&M) Circle, Bhubaneswar/ PA Cell / Vigilance Cell / HR Database Cell, Hqrs, / Biometric Cell, Hqrs. Bhubaneswar / all finance executives, for information.

ST Paulo

DY.MANAGER (HRD), EE

/Dated, 25-02-2026

Memo No: 3192

Copy forwarded to CGM (TC), I/c IT Cell, OPTCL Corporate Office, Bhubaneswar for uploading the scanned copy of the Order on the OPTCL Official Website under the heading "Circular & Orders".

ST Paulo

DY.MANAGER (HRD), EE

CC to:

1. Sr. P.S. to C.M.D., OPTCL for kind information of C.M.D., OPTCL.
2. T.A. / P.S. / Steno to Functional Directors of OPTCL for kind information of Directors.
3. P.F. of concerned officer.