

# ଓଡିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଓ.



## 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](http://www.optcl.co.in)

CIN: U4102OR2004SGC007553

No. AW-GE- II-06/2014 - 8268

/Dated. 18-05-2026

### OFFICE ORDER

(SAP O.o No. 1000000391)/ Ms. Sasmita Sethy, Deputy General Manager (Telecom), [Emp. ID- 64460], Telecom Division, Jajpur Road is hereby transferred and posted at STAMS Cell, OPTCL Hqrs., BBSR [For Main Control Room (MCC)] until further orders.

She will be relieved from her present assignment by handing over charges to Ms. Sasmita Parida, DGM (Telecom), [Emp. ID- 64291].

No. 8269 (SAP O.o No. 1000000392)/ Ms. Sasmita Parida, Deputy General Manager (Telecom), [Emp. ID- 64291] Telecom Division, Cuttack with additional charge of Telecom S/D Cuttack, is hereby assigned with the charge of Telecom Division, Jajpur Road in addition to the charge of Telecom Division, Cuttack until further orders.

She will be relieved from her additional assignment of Telecom S/D Cuttack by handing over it to Sri Mituna Sahu, JM (Telecom), [Emp. ID- 74111].

No. 8270 (SAP O.o No. 1000000393, 1000000394, 1000000395 & 1000000396) / Sri Bipul Das, JM (Telecom), [Emp. ID- 89797], SDO Telecom S/D Khurdha with additional charge of all Telecom Sections under Telecom S/D Khurdha is hereby transferred and posted at STAMS Cell, OPTCL Hqrs., BBSR [For Main Control Room (MCC)] until further orders.

He will be relieved from his present assignments by handing over charges to Ms. Monali Das, Manager (Telecom), [Emp. ID- 65524].

This issues with approval of the Competent Authority.

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

This issues with the approval of Competent Authority.

Memo No: 8271

CHIEF GENERAL MANAGER (HRD)

/Dated, 18-05-2026

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

ASST. MANAGER (HRD), EE

**Memo No: 8273****/Dated, 18-05-2026**

Copy to All Zones / All CGMs / All SGMs / All Circles / All Divisions / Company Secretary, OPTCL/ All Telecom Executives through webmail for information.

**ASST. MANAGER (HRD), EE****/Dated, 18-05-2026****Memo No: 8273**

Copy to GM (HRD) SAP / MPPR/ NEE/ Land Officer /PA Cell / Vigilance Cell / HR Database Cell / Biometric Cell for information and necessary action.

**ASST. MANAGER (HRD), EE****/Dated, 18-05-2026****Memo No: 8274**

Copy forwarded to the CGM (HRD), I/c IT Cell, OPTCL, Corporate Office, Bhubaneswar for uploading the scanned copy of the Order in the OPTCL official website.

**ASST. MANAGER (HRD), EE****CC to:**

1. Sr. PS to CMD, OPTCL for kind information of CMD.
2. TA / PS / Steno to all Functional Directors of OPTCL / SLDC for kind information of Directors.
3. PF of concerned officers.