ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.
ODISHA POWER TRANSMISSION CORPORATION LIMITED
(A Government of Odisha Undertaking)
Regd.Office: OPTCL TECH TOWER, Janpath, Saheed Nagar,
Bhubaneswar, Khurda, Odisha-751007.
Telephone: (0674) 2542269, 2542743 (EPABX), Website: www.optcl.co.in
CIN: U40102OR2004SGC007553

No. GL-VIII-08/2021 - 17691 **/Dated,** 31-10-2026

CIRCULAR

In view of the impending cyclonic storm and the need to ensure uninterrupted operational readiness, it is decided that no employee shall leave his/her headquarters without prior approval from the competent authority until further orders.

Further, in order to ensure adequate manpower availability and effective coordination during this period, all kinds of sanctioned leave, except maternity leave and leave granted on medical grounds, are hereby cancelled with immediate effect. Employees currently on leave, may be advised to report back to duty at the earliest.

This issues with approval of Competent Authority.

Mahapatra
Chief General Manager (HRD)

Memo No. 17692 **/Dated,** 31-10-2026

Copy to All CGMs / Company Secretary / CLD, SLDC, Mancheswar, Bhubaneswar / All Sr.GMs / All GMs / All DGMs / All AGMs / All Managers / S.E.(Civil) I/C / Land Officer / CMO, Power Hospital / CSO, OPTCL / All Branch officers of Corporate Office of OPTCL for information. CGM (IT) I/c is requested to take necessary action to upload the above Circular in Official Website of OPTCL.

Puman Jajo
DGM (HRD) Gen. Admn.

Memo No. 17693 **/Dated,** 31-10-2026

Copy to Sr.PS to CMD, OPTCL / Sr. PS to MD, GRIDCO / Sr.PS/PA to all Functional Directors of OPTCL for kind information of CMD, OPTCL / MD, GRIDCO / Directors of OPTCL.

Puman Jajo
DGM (HRD) Gen. Admn.

Memo No. 17694 **/Dated,** 31-10-2026

Copy to Special Secretary to Government, Department of Energy, Govt. of Odisha, Bhubaneswar for kind information.

Puman Jajo
DGM (HRD) Gen. Admn.