



THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED

(A Government of West Bengal Enterprise)

Corporate Identity No. : U40104WB1985SGC039154

: Registered & Corporate Office :

'Bidyut Unnayan Bhaban', Plot No. 3/C, LA-Block, Sector III, Bidhannagar, Kolkata - 700 106

• Phone : (033) 2339-3200 / 3300 • Fax : (033) 2339-3186 / 2339-3286 / 2339-3197

• Website : www.wbpdcl.co.in

WBPDC

Ref. No. COHRA00110031/ 649(i-vi)

Dated: 20.03.23

To

The General Manager
Bandel Thermal Power Station,
WBPDC

The General Manager
Santaldih Thermal Power Station,
WBPDC

The General Manager
Kolaghat Thermal Power Station,
WBPDC

The General Manager
Sagardighi Thermal Power Project,
WBPDC

The General Manager
Bakreswar Thermal Power Station,
WBPDC

The General Manager (Mining)
PPJH/MROD,
WBPDC

**Sub: Relaxation in duty for performing 'ROZA' during lunar holy months of "Ramazan"
in every year**

Dear Sir,

Enclosed please find an Office Order vide No.61/2019 dated 02.05.2019 issued under Memo No.COHRA00110031/1137 dated 02.05.2019 of the Director (HR), WBPDC, regarding relaxation in duty extended to the Muslim employees of WBPDC for performing 'ROZA' during the lunar holy months of "Ramazan" in every year, which is self-explanatory.

You are requested to make necessary arrangements to allow the Muslim employees under your control to leave the Office/Work place in line with the aforementioned standing Order and also to ensure that the normal works and functions are not hampered in the event of early departure of the concerned employees.

Thanking you,

Yours faithfully,

Sd/-

(B. N. Mazumdar)

General Manager (HR&A)

Encl: As stated.

Memo No. COHRA00110031/ 649(i-xxxvii)

Dated: 20.03.23

Copy forwarded for kind information to:-

- 1) The Chairman & Managing Director, WBPDC.
- 2) The Director (F&A) & Co. Secretary/(HR)/(Projects)/(Mining), WBPDC.
- 3) The Chief Vigilance Officer & Ex-Officio Director, WBPDC.
- 4) The Executive Director (F&A)/(P&P)/(OS)/(FM), WBPDC.
- 5) The General Manager (IT)/(FM)/(OS)/(Civil)-O&M/(Civil)-Proj./(F&A)/(F&A&RA)/(Proj.)/(Env. & Safety)/(Mining)/(R&M)/(HR&A)-PSC/(HR&A)-ARC/(Solar)/(OS-BOP), WBPDC.
- 6) The Dy. General Manager (M&C), Corp. Office, WBPDC.
- 7) The Dy. General Manager (HR&A), Corp./KTPS/BTPS/BkTPS/SgTPP, WBPDC.
- 8) The Agent, Pachhwara (N) / Barjora (N) / Barjore and Gangaramchak & Gangaramchak-Bhadulia/ Tara (E&W) Coal Mines, WBPDC.
- 9) The Sr. Manager (HR&A), STPS, WBPDC,

General Manager (HR&A)



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'Bidyut Unnayan Bhaban', Plot No. 3/C, LA-Block, Sector-III, Bidhannagar, Kolkata - 700 098

• Phone : (033) 2335-0571/2339-3100 • Fax : (033) 2339-3186/2339-3286/2339-3197

• Website : www.wbpdcl.co.in

Office Order No.: 61/2019

Date: 02-05-2019

The Management of WBPDCCL has been pleased to order that from this year of Hizr-1440 (current year of 2019) onwards, the Muslim employees of WBPDCCL, who will perform "ROZA" during the lunar holy months of "Ramazan" and also will be on Office/ General shift duty may be permitted to leave Office/ Work place at 4.00 p.m. everyday of the said months. The starting date and the end date of lunar holy month of Ramazan in each year depend upon the sighting of the Moon.

However, from this year onwards, such Muslim employees, who will be on Evening shift (B-Shift) duty, during the lunar holy months of "Ramazan", may be permitted to leave Workplace for 1½ hours from 6:00 p.m. each day of the said holy months.

The Muslim Teaching & Non-Teaching employees, if any, employed under WBPDCCL Schools, may be permitted to leave Schools at 4.00 p.m., during the holy months of "Ramazan" from this year onwards, in case, the Schools will remain open even after 4.00 p.m.

The General Managers of different Power Stations/ Project, General Manager (Mining) and other Heads of Offices/ Cells/ Groups of WBPDCCL are to make necessary arrangements to ensure that the normal works and functions are not hampered in the event of early departure of the concerned employees.

This Order takes with immediate effect and remain in force till further Order(s).

S. S. Sengupta

(S. S. Sengupta)
Director (HR)

Dated: 02-05-2019

Memo No. COHRA00110031/1137 (1-63)

Copy forwarded for kind information/ necessary action to:-

- 1) The Chairman & Managing Director, WBPDCCL.
- 2) The Director (RA)/(F&A)/(Mining)/(Projects)/(O&M), WBPDCCL.
- 3) The Chief Vigilance Officer & Ex-Officio Director, WBPDCCL.
- 4) The Executive Director (F&A)/(P & P)/(FM)/(OS), WBPDCCL.
- 5) The Advisor (Mining)/(FM)/(MMC)/(Environment)/(Medical)/(Railways)/(Chem.), WBPDCCL.
- 6) The Consultant (Legal)/(Railways)/(R&M)/(Mining), WBPDCCL.
- 7) The General Manager, KTPS/BTPS/STPS/BKTPS/SgTPP, WBPDCCL.
- 8) The General Manager (IT)/(FM)/(R&M)/(Civil-O&M)/(Civil-Proj)/ (OS)/(HR&A)-BG/ (HR&A)-PSC/ (M&C)/(F&A)/(F&A)-Internal Audit, WBPDCCL.
- 9) The General Manager (Mining), AN-4, DPL Township, Dr. B.C. Roy Avenue, Durgapur - 713202.
- 10) The Dy. General Manager (IT), WBPDCCL: for Intra-net publication, please.
- 11) The Member-Secretary, PFTB, WBPDCCL, Corporate Office.
- 12) The Dy. General Manager (Corp. Com.), Corporate Office, WBPDCCL.
- 13) The Medical Superintendent, KTPS/BTPS/STPS/BKTPS/SgTPP, WBPDCCL.
- 14) The Sr. Manager (MIS), WBPDCCL Guest House, New Delhi.
- 15) The Sr. Manager (HR&A), KTPS/BKTPS/SgTPP, WBPDCCL.
- 16) The Sr. Manager (HR&A)-Offtg, BTPS, WBPDCCL.
- 17) The Head Master / Head Mistress, KTPP High School (H.S)/ T.T. Dr. B. C. Roy Vidyalaya (H.S.), BTPS /BKTPP Prabir Sengupta Vidyalaya (H.S)/SgTP School, WBPDCCL.
- 18) The Teacher-in-Charge, Dr. B. C. Roy Primary School, BTPS, WBPDCCL.
- 19) Notice Board, KTPS/BTPS/BKTPS/STPS/SgTPP/Corp. Office.

S. S. Sengupta

Director (HR)

Bardhaman Thermal Power Station
GM-(033) 2684 6369
E-mail : gmbtps@wbpdcl.co.in
FAX : 2684 6151

Santalalidh Thermal Power Station
GM-(03251) 260 227/250/341
E-mail : gmsltps@wbpdcl.co.in
FAX : 260 217, PBX : 260 197

Kolkata Thermal Power Station
GM-(03228) 231 110
E-mail : gmktps@wbpdcl.co.in
FAX : 231 280

Bakreswar Thermal Power Station
GM-(03462) 220 201
E-mail : gmbktps@wbpdcl.co.in
FAX : 220 214, 220 346

Sagardighi Thermal Power Project
GM-(03483) 237 099, E-mail : gmsgtps@wbpdcl.co.in