



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 - 700 098

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Office Order No. 369/2017

Date: 03-07-2017

Board of Directors of the WBPDC in its 178th meeting held on 05.12.2016 has approved the new organization set-up of WBPDC, namely, Organisation Structure 2016 (OS-16), which has come into effect from the date of approval. So far, Organisation Structure 2012 was in vogue in WBPDC and we have observed that the changes delineated in the OS-2012 for standardization and uniformity in functional areas, reporting structure and nomenclature, were not evenly implemented across the organization.

In the meantime, the Board of Directors has, from time to time, given approval for creation of new posts in general and for new manpower structure of Sg.TPP, formation of a new Mine Management vertical, and for strengthening of a number of wings such as Vigilance and Environment. Further, some non-uniformity in reporting hierarchy, nomenclature of departments, identification of positions/designations that came to the notice in course of ERP implementation, have also been taken care of in the new document. Board of Directors of the WBPDC has also agreed to the proposal of mapping all those changes in the new Organization Structure 2016.

You may be aware that upon implementation of PRAYOG (ERP), all the departments and employees have to be linked with a specific Cost Centre. In order to address such requirement, bringing in uniformity in structure and nomenclature, as envisaged in OS-2016, is a *sine qua non*. Areas which need immediate realignment are given in Annexure-A.

It may be noted that the list in Annexure-A is not exhaustive. You are requested to go through the entire documents, identify the specific changes needed in your plant, and take appropriate action for implementation. The PRAYOG Implementation Team will also come up with a detailed list of Departments and Cost Centers.

Contd-P/2

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

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

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

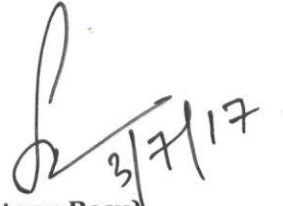
Bakreswar Thermal Power Station
GM-(03462) 220 201
E-mail : gmbktps@wbpdcl.co.in
FAX : 220 214, 220 346

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

The West Bengal Power Development Corporation Limited

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You are requested to restructure the departments accordingly and map the employees in line with the Annexure-B and the detailed list of Departments & Cost Centres at your site positively within 15.07.2017.



(Santanu Basu)
Chairman & Managing Director

Enclo: Annexure-A & B.

Memo No: COHRA20110045/3450(1 -16)

Dated: 03-07-2017

Copy to:

1. The Director (F&A)/ (RA & Co. Secretary) / (Mining) / (Projects), WBPDC.
2. The Chief Vigilance Officer & Ex-Officio Director, WBPDC.
3. The General Manager (BTPS)/ (BkTPS) /(KTPS)/ /(STPS) /(SgTPP), WBPDC-
4. The General Manager (IT), Corporate, WBPDC. - For Intra-net publication.
5. The Dy. General Manager (HR&A), BTPS/SgTPP, WBPDC.
6. The Sr. Manager (HR&A), STPS, WBPDC.
7. The Sr. Manager (HR&A)-O, BkTPS/ KTPS, WBPDC.



(S S Sengupta)
Director (HR)

Annexure-A**[A]. New Departments / Group / Cell created at Plant level:**

Sl. No.	New Departments / Group /Cell	Remarks
1	DGM (Control & Instrumentation)	DGM (Control & Instrumentation) will look after C&I and IT & Communication depts.
2	DGM (Environment & Safety)	DGM (Envt) is restructured as DGM (Environment & Safety) and will look after Environment, Fire & Safety & GM Technical cell.
3	Vigilance	Employees deployed in Vigilance cell shall administratively report to the GM (Plant) and functionally report to the CVO, Corporate Office.

[B]. Bifurcation of Departments:

Sl. No.	Existing Department	New Departments	Report Authority
1	Ash Handling Plant department is Bifurcated into 2 separate departments.	Ash Handling Plant (Mech Maint)	DGM (Mech Maint)
		Ash Handling Plant (Elec Maint)	
2	Coal Handling Plant (Maint) department is Bifurcated into 2 separate departments.	Coal Handling Plant (Mech Maint)	DGM (Fuel Management)
		Coal Handling Plant (Elec Maint)	
3	Materials department is Bifurcated into 2 separate departments.	Purchase	DGM (M&C)
		Store	
4	TECIT department is Bifurcated into 2 separate departments.	Testing	DGM (Elec. Maint)
		IT & Communication	DGM (C&I)
*** The employees deployed in CHP/RISO /PCI/EDP/ CC&PE/C&FE etc departments / cell shall be mapped in accordance with the Organisation Structure 2016.			

[C]. Renaming of departments:

Sl. No.	Existing Department	Renamed as
1	DGM (Elec & Inst)	DGM (Electrical Maint).
2	Fuel Management	Fuel Coordination.
3	DGM (CHP)	DGM (Fuel Management).

Sl No.	Nomenclature	Description
1	GROUP	A cluster of employees under the control of DGM & above.
2	DEPARTMENT	A cluster of employees under Sr. Manager acting as HOD.
3	CELL/WING	A cluster of employees under the supervision of Sr. Manager / Manager (Non-HOD)
4	DIVISION	A cluster of employees under the supervision of Manager.

ANNEXURE-B

[illegible]

ANNEXURE-B

TOTAL

Nomenclature of Department / Group / Cell along with Cost Centre for KTPS

Name of the Group / Department / Cell		Category	Acronym	Cost Centre-KTPS
General Manager-Plant		Group	GM	2000007000
	Security	Department	SEC	2000005000
	Vigilance	Cell	VIG	2000003000
DGM (Environment & Safety)		Group	DGMES	2000040000
	Environment	Cell	ENVT	2000041000
	Fire & Safety	Cell	FS	2000042000
	GM Technical Cell	Cell	GTC	2000043000
DGM (I/C- O&M)		Group	DGMIC	2000008000
	Maintainance Planning	Department	MP	2000009000
	Operation & Efficiency	Department	OE	2000010000
DGM (Operation)		Group	DGMO	2000011000
	Operation	Department	OPRN	2000012000
	Chemical	Department	CHEM	2000013000
DGM (Mechanical Maintainance)		Group	DGMM	2000014000
	Boiler Maintainance	Department	BM	2000015000
	Turbine Maintainance	Department	TM	2000016000
	Ash Handling Plant (Mech Maint)	Department	AHPM	2000017000
	Ash Handling Plant (Elec Maint)	Department	AHPE	2000018000
DGM (Electrical Maintainance)		Group	DGME	2000019000
	Electrical Maintainance- IPH	Department	EMIPH	2000020000
	Electrical Maintainance- OPH	Department	EMOPH	2000021000
	Testing	Department	TST	2000022000
DGM (Control & Instrumentation)		Group	DGMCI	2000023000
	Control & Instrumentation	Department	C&I	2000024000
	Information Technology & Communication	Department	ITC	2000004000
DGM (Fuel Management)		Group	DGMFM	2000025000
	Coal Handling Plant (Operation)	Department	CHPO	2000026000
	Coal Handling Plant (Mech Maint)	Department	CHPM	2000027000
	Coal Handling Plant (Elec Maint)	Department	CHPE	2000028000
	Fuel Coordination	Department	FC	2000029000
DGM (Civil)		Group	DGMC	2000030000
	Civil-IPH	Department	CIPH	2000031000
	Civil-OPH	Department	COPH	2000032000
DGM (Materials & Contracts)		Group	DGMMC	2000033000
	Contracts	Department	CONT	2000034000
	Purchase	Department	PURCH	2000035000
	Store	Department	STR	2000036000
DGM (HR&A)		Group	DGMHR	2000037000
	Human Resource & Administration	Department	HR&A	2000001000
	Medical	Department	MED	2000006000
	School	Cell	SCHL	2000038000
DGM (F&A)		Group	DGMFA	2000039000
	Finance & Accounts	Department	F&A	2000002000

ANNEXURE-B

[illegible]

Nomenclature of Department / Group / Cell along with Cost Centre for BTPS

Name of the Group / Department / Cell		Category	Acronym	Cost Centre - BTPS
General Manager-Plant		Group	GM	4000007000
	Security	Department	SEC	4000005000
	Vigilance	Cell	VIG	4000003000
DGM (Environment & Safety)		Group	DGMES	4000040000
	Environment	Cell	ENVT	4000041000
	Fire & Safety	Cell	FS	4000042000
	GM Technical Cell	Cell	GTC	4000043000
DGM (I/C- O&M)		Group	DGMIC	4000008000
	Maintainance Planning	Department	MP	4000009000
	Operation & Efficiency	Department	OE	4000010000
DGM (Operation)		Group	DGMO	4000011000
	Operation	Department	OPRN	4000012000
	Chemical	Department	CHEM	4000013000
DGM (Mechanical Maintainance)		Group	DGMM	4000014000
	Boiler Maintainance	Department	BM	4000015000
	Turbine Maintainance	Department	TM	4000016000
	Ash Handling Plant (Mech Maint)	Department	AHPM	4000017000
	Ash Handling Plant (Elec Maint)	Department	AHPE	4000018000
DGM (Electrical Maintainance)		Group	DGME	4000019000
	Electrical Maintainance- IPH	Department	EMIPH	4000020000
	Electrical Maintainance- OPH	Department	EMOPH	4000021000
	Testing	Department	TST	4000022000
DGM (Control & Instrumentation)		Group	DGMCI	4000023000
	Control & Instrumentation	Department	C&I	4000024000
	Information Technology & Communication	Department	ITC	4000004000
DGM (Fuel Management)		Group	DGMFM	4000025000
	Coal Handling Plant (Operation)	Department	CHPO	4000026000
	Coal Handling Plant (Mech Maint)	Department	CHPM	4000027000
	Coal Handling Plant (Elec Maint)	Department	CHPE	4000028000
	Fuel Coordination	Department	FC	4000029000
DGM (Civil)		Group	DGMC	4000030000
	Civil-IPH	Department	CIPH	4000031000
	Civil-OPH	Department	COPH	4000032000
DGM (Materials & Contracts)		Group	DGMMC	4000033000
	Contracts	Department	CONT	4000034000
	Purchase	Department	PURCH	4000035000
	Store	Department	STR	4000036000
DGM (HR&A)		Group	DGMHR	4000037000
	Human Resource & Administration	Department	HR&A	4000001000
	Medical	Department	MED	4000006000
	School	Cell	SCHL	4000038000
	Primary School	Cell	PSCHL	4000044000
DGM (F&A)		Group	DGMFA	4000039000
	Finance & Accounts	Department	F&A	4000002000

Department wise deployment of manpower as per the Organisation Structure-2016 for BKTPS.

[illegible]

Sl. No.	DESIGNATION	G.M	DGM (ENVT & SAFETY	ENVT	FIRE & SAFETY	GM TECH CELL	SECURITY	VIGILANCE	DGM (OPRN)	OPERATION	CHEMICAL	DGM (MECH MAINT)	BOILER MAINT	TURBINE MAINT	AHP (MECH MAIN)	AHP (ELEC MAIN)	DGM (ELEC MAINT)	EM-IPH	EM-OPH	TESTING	DGM (C&I)	C&I	IT & COMMN	DGM (FM)	CHP-OPRN	CHP (MECH MAINT)	CHP (ELEC MAINT)	FUEL CORDN	DGM (CIVIL)	CIVIL-IPH	CIVIL-OPH	DGM-O&M-I/C	MAINTENANCE PLANNING	O&E	DGM (M&C)	CONTRACTS	PURCHASE	STORE	DGM (F&A)	F&A	DGM (HR&A)	HR&A	MEDICAL	SCHOOL	DGM(SIMULATOR)	SIMULATOR	TOTAL MANPOWER					
37	CHEMIST									25																																									25	
38	JR. MGR (C&M) / INSPECTOR																																																1			
39	JR. MGR (F&A)																																																3			
40	JR. MGR (HR&A)																																																5			
41	JR. MGR (STORE)																																																1			
42	O&M SUPERVISOR /CHARGEMAN									24																																						60				
43	CHARGEMAN- WELDING																																																2			
44	OPTR/TECH (MACHINIST)																																																2			
45	OPERATOR / TECH									236	28																																							409		
46	OPTR / TECHNICIAN (MECH)																																																22			
47	OPTR / TECHNICIAN (ELEC.)																																																40			
48	STENOGRAPHER / P.A																																																14			
49	HD. ASST/ OFFICE Exec/ ASSISTANT																																																53			
50	ASST. SEC. OFFICER																																																1			
51	SEC. INSPECTOR / ASI																																																16			
52	SISTER INCHARGE / NURSING SUPPT.																																																1			
53	STAFF NURSE																																																9			
54	HEADMASTER																																																1			
55	ASSISTANT HEADMASTER																																																1			
56	ASST. TEACHER																																																1			
57	LIBRARIAN																																																23			
58	DRAUGHTSMAN																																																1			
59	LAB ATTENDANT FOR SCHOOL																																																1			
60	SUPPORT STAFF																																																			4
	TOTAL	2	1	4	13	3	22	4	4	396	66	4	27	23	19	10	4	1	24	19	15	4	33	12	4	184	14	13	13	8	11	18	4	11	9	4	8	11	12	4	18	6	29	26	32	4	7	22	1165			

Nomenclature of Department / Group / Cell along with Cost Centre for BKTPS

Name of the Group / Department / Cell	Category	Acronym	Cost Centre-BKTPS
General Manager-Plant	Group	GM	3000007000
Security	Department	SEC	3000005000
Vigilance	Cell	VIG	3000003000
DGM (Environment & Safety)	Group	DGMES	3000040000
Environment	Cell	ENVT	3000041000
Fire & Safety	Cell	FS	3000042000
GM Technical Cell	Cell	GTC	3000043000
DGM (I/C- O&M)	Group	DGMIC	3000008000
Maintainance Planning	Department	MP	3000009000
Operation & Efficiency	Department	OE	3000010000
DGM (Operation)	Group	DGMO	3000011000
Operation	Department	OPRN	3000012000
Chemical	Department	CHEM	3000013000
DGM (Mechanical Maintainance)	Group	DGMM	3000014000
Boiler Maintainance	Department	BM	3000015000
Turbine Maintainance	Department	TM	3000016000
Ash Handling Plant (Mech Maint)	Department	AHPM	3000017000
Ash Handling Plant (Elec Maint)	Department	AHPE	3000018000
DGM (Electrical Maintainance)	Group	DGME	3000019000
Electrical Maintainance- IPH	Department	EMIPH	3000020000
Electrical Maintainance- OPH	Department	EMOPH	3000021000
Testing	Department	TST	3000022000
DGM (Control & Instrumentation)	Group	DGMCI	3000023000
Control & Instrumentation	Department	C&I	3000024000
Information Technology & Communication	Department	ITC	3000004000
DGM (Fuel Management)	Group	DGMFM	3000025000
Coal Handling Plant (Operation)	Department	CHPO	3000026000
Coal Handling Plant (Mech Maint)	Department	CHPM	3000027000
Coal Handling Plant (Elec Maint)	Department	CHPE	3000028000
Fuel Coordination	Department	FC	3000029000
DGM (Civil)	Group	DGMC	3000030000
Civil-IPH	Department	CIPH	3000031000
Civil-OPH	Department	COPH	3000032000
DGM (Materials & Contracts)	Group	DGMMC	3000033000
Contracts	Department	CONT	3000034000
Purchase	Department	PURCH	3000035000
Store	Department	STR	3000036000
DGM (HR&A)	Group	DGMHR	3000037000
Human Resource & Administration	Department	HR&A	3000001000
Medical	Department	MED	3000006000
School	Cell	SCHL	3000038000
DGM (F&A)	Group	DGMFA	3000039000
Finance & Accounts	Department	F&A	3000002000
DGM (Simulator)	Group	DGMS	3000044000
Simulator	Department	SIM	3000045000

... development of manpower as per the Organisation Structure-2016 for STPS.

[illegible]

Department wise deployment of manpower as per the Organisation Structure-2016 for STPs.																																	ANNEXURE-B														
Sl. No.	DESIGNATION	G.M	DGM (ENVT & SAFETY	ENVT	FIRE & SAFETY	GM TECH CELL	SECURITY	VIGILANCE	DGM (OPRN)	OPERATION	CHEMICAL	DGM (MECH MAINT)	BOILER MAINT	TURBINE MAINT	AHP (MECH MAIN)	AHP (ELEC MAIN)	DGM (ELEC MAINT)	EM-IPH	EM-OPH	TESTING	DGM (C&I)	C&I	IT & COMMN	DGM (FM)	CHP-OPRN	CHP (MECH MAINT)	FUEL CORDN	DGM (CIVL)	CIVIL-IPH	CIVIL-OPH	DGM-O&M-I/C	MAINTENANCE PLANNING	O&E	DGM (M&C)	CONTRACTS	PURCHASE	STORE	DGM (F&A)	F&A	DGM (HR&A)	HR&A	MEDICAL	TOTAL MANPOWER				
45	OPERATOR / TECH			1	8					120	16														80								2	1											225		
46	OPTR / TECHNICIAN (MECH.)														3	3									1		4																		18		
47	OPTR / TECHNICIAN (ELEC.)																																		1											37	
48	STENOGRAPHER / P.A.	1	1					1			1														1		4																			13	
49	HD. ASST/OFFICE Exec / ASSISTANT	1	1			1	1	1	1		1											1			1				1	1		1														45	
50	ASST. SEC. OFFICER		1				1																																							1	
51	SEC. INSPECTOR / ASI						16																																							16	
52	SISTER INCHARGE / NURSING SUPDT.																																														1
53	STAFF NURSE																																														1
54	DRAUGHTSMAN																																														9
55	RADIOGRAPHER																																														1
56	LABORATORY TECHNICIAN																																														1
57	SUPPORT STAFF	2	1				1	1	1			1																																		1	
	TOTAL	5	4	4	13	3	22	4	4	205	48	4	16	20	9	9	4	11	11	13	7	8	8	4	4	9	6	4	6	8	10	4	15	6	29	28										765	

Nomenclature of Department / Group / Cell along with Cost Centre for STPS

Name of the Group / Department / Cell		Category	Acronym	Cost Centre-STPS
General Manager-Plant		Group	GM	5000007000
	Security	Department	SEC	5000005000
	Vigilance	Cell	VIG	5000003000
DGM (Environment & Safety)		Group	DGMES	5000040000
	Environment	Cell	ENVT	5000041000
	Fire & Safety	Cell	FS	5000042000
	GM Technical Cell	Cell	GTC	5000043000
DGM (I/C- O&M)		Group	DGMIC	5000008000
	Maintenance Planning	Department	MP	5000009000
	Operation & Efficiency	Department	OE	5000010000
DGM (Operation)		Group	DGMO	5000011000
	Operation	Department	OPRN	5000012000
	Chemical	Department	CHEM	5000013000
DGM (Mechanical Maintenance)		Group	DGMM	5000014000
	Boiler Maintenance	Department	BM	5000015000
	Turbine Maintenance	Department	TM	5000016000
	Ash Handling Plant (Mech Maint)	Department	AHPM	5000017000
	Ash Handling Plant (Elec Maint)	Department	AHPE	5000018000
DGM (Electrical Maintenance)		Group	DGME	5000019000
	Electrical Maintenance- IPH	Department	EMIPH	5000020000
	Electrical Maintenance- OPH	Department	EMOPH	5000021000
	Testing	Department	TST	5000022000
DGM (Control & Instrumentation)		Group	DGMCI	5000023000
	Control & Instrumentation	Department	C&I	5000024000
	Information Technology & Communication	Department	ITC	5000004000
DGM (Fuel Management)		Group	DGMFM	5000025000
	Coal Handling Plant (Operation)	Department	CHPO	5000026000
	Coal Handling Plant (Mech Maint)	Department	CHPM	5000027000
	Coal Handling Plant (Elec Maint)	Department	CHPE	5000028000
	Fuel Coordination	Department	FC	5000029000
DGM (Civil)		Group	DGMC	5000030000
	Civil-IPH	Department	CIPH	5000031000
	Civil-OPH	Department	COPH	5000032000
DGM (Materials & Contracts)		Group	DGMMC	5000033000
	Contracts	Department	CONT	5000034000
	Purchase	Department	PURCH	5000035000
	Store	Department	STR	5000036000
DGM (HR&A)		Group	DGMHR	5000037000
	Human Resource & Administration	Department	HR&A	5000001000
	Medical	Department	MED	5000006000
DGM (F&A)		Group	DGMFA	5000039000
	Finance & Accounts	Department	F&A	5000002000

[illegible]

Nomenclature of Department / Group / Cell along with Cost Centre for Sagardighi Thermal Power Project

Name of the Group / Department / Cell		Category	Acronym	Cost Centre-SgTPP
General Manager-Plant		Group	GM	6000007000
	Security	Department	SEC	6000005000
	Vigilance	Cell	VIG	6000003000
DGM (Environment & Safety)		Group	DGMES	6000040000
	Environment	Cell	ENVT	6000041000
	Fire & Safety	Cell	FS	6000042000
	GM Technical Cell	Cell	GTC	6000043000
DGM (I/C- O&M)		Group	DGMIC	6000008000
	Maintenance Planning	Department	MP	6000009000
	Operation & Efficiency	Department	OE	6000010000
DGM (Operation)		Group	DGMO	6000011000
	Operation (STG-1)	Department	OPRN1	6000012010
	Operation (STG-2)	Department	OPRN2	6000012020
	Chemical	Department	CHEM	6000013000
DGM (Mechanical Maintenance)		Group	DGMM	6000014000
	Boiler Maintenance (STG-1)	Department	BM1	6000015010
	Boiler Maintenance (STG-2)	Department	BM2	6000015020
	Turbine Maintenance (STG-1)	Department	TM1	6000016010
	Turbine Maintenance (STG-2)	Department	TM2	6000016020
	Ash Handling Plant (Mech Maint) (STG-1)	Department	AHPM1	6000017010
	Ash Handling Plant (Mech Maint) (STG-2)	Department	AHPM2	6000017020
	Ash Handling Plant (Elec Maint) (STG-1)	Department	AHPE1	6000018010
	Ash Handling Plant (Elec Maint) (STG-2)	Department	AHPE2	6000018020
DGM (Electrical Maintenance)		Group	DGME	6000019000
	Electrical Maintenance- IPH (STG-1)	Department	EMIPH1	6000020010
	Electrical Maintenance- IPH (STG-2)	Department	EMIPH2	6000020020
	Electrical Maintenance- OPH	Department	EMOPH	6000021000
	Testing	Department	TST	6000022000
DGM (Control & Instrumentation)		Group	DGMCI	6000023000
	Control & Instrumentation (STG-1)	Department	C&I1	6000024010
	Control & Instrumentation (STG-2)	Department	C&I2	6000024020
	Information Technology & Communication	Department	ITC	6000004000
DGM (Fuel Management)		Group	DGMFM	6000025000
	Coal Handling Plant (Operation)	Department	CHPO	6000026000
	Coal Handling Plant (Mech Maint)	Department	CHPM	6000027000
	Coal Handling Plant (Elec Maint)	Department	CHPE	6000028000
	Fuel Coordination	Department	FC	6000029000
DGM (Civil)		Group	DGMC	6000030000
	Civil-IPH	Department	CIPH	6000031000
	Civil-OPH	Department	COPH	6000032000
DGM (Materials & Contracts)		Group	DGMMC	6000033000
	Contracts	Department	CONT	6000034000
	Purchase	Department	PURCH	6000035000
	Store	Department	STR	6000036000
DGM (HR&A)		Group	DGMHR	6000037000
	Human Resource & Administration	Department	HR&A	6000001000
	Medical	Department	MED	6000006000
	School	Cell	SCHL	6000038000
DGM (F&A)		Group	DGMFA	6000039000
	Finance & Accounts	Department	F&A	6000002000