

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION  
(Administrative Branch)

144, Anna Salai,  
Chennai - 600 002.

Memo.No.104992/1176/G43/G431/2019-2 dated: 29.06.2019.

- Sub : Establishment – Request Transfer Applications – July 2019 – Further instructions issued - Reg.
- Ref : 1. (Rt.) CMD/TANGEDCO Proceedings No.5, (Administrative Branch) dated 28.06.2017.  
2. This office Memo.No.104992/1176/G43/G431/2017-2, dated:14.07.2017.  
3. This office Memo.No.104992/1176/G43/G431/2017-3, dated:03.1.2018.  
4. Memo.No.104992/1176/G43/G431/2017-4, dated 30.06.2018.  
5. Memo.No.104992/1176/G43/G431/2017-5 dated: 29.07.2018.

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In continuation with orders issued vide reference (5) above, the following instructions are issued for the registration of the request transfer applications.

(i) The existing transfer guidelines as prevailed before 28.6.2017 shall be continued to be followed .

(ii) As already noted in reference (4) transfer application are valid for that particular half year only. As such application submitted through portal during January 2019 becomes invalid if not effected before 30.06.2019. Hence all pending RTAs registered during January 2019 in all categories will be cancelled.

(iii) Fresh request transfer applications for 1.7.2019 are to be submitted through **online**. Necessary guidelines for registration through online are available at the web-site address: **RTA ~ URL <http://192.168.160.75/openbd/RTA/>** .Also, a hard copy of RTA is to be submitted to the competent authority alone. The portal will be open from 1.7.2019 at 10.30 Hrs and close on 15.7.2019 at 17.15 hrs. No further extension will be granted in view of holidays as applications are to be submitted only through on line before the due date.

(iv) The designated authority shall arrange to furnish the P.R of the individual through online in the same portal within 1 week from the last day for submission of application . If P.R of the individual is not updated before the specified time, the details as furnished by the applicant as available at the office of the competent authority to be taken in to account and orders to be issued

(v) During online registration certain individuals have later reported in person that somebody else have registered in their name by entering their GPF no. Any such fraudulent acts will be viewed seriously and DP will be initiated against such persons.

(vi) The General guidelines already issued in reference (4) cited are to be followed for Online registration.

The above instructions are to be strictly adhered to by the staff and officers of TANGEDCO/TANTRANSCO for easy process of their request transfer applications.

The competent authority to effect transfer can act based on the physical copy in case of difficulty in feeding data through online.

(Sd/---29.06.2019)  
(A.ASHOK KUMAR)  
CHIEF ENGINEER/PERSONNEL

To  
All the Chief Engineers/ (TANGEDCO/TANTRANSCO)  
All the Superintending Engineers/ (TANGEDCO/TANTRANSCO)

**Copy to:**

The Chairman's Table.  
The Executive Assistant to Chairman.  
The Managing Director/Tantransco/144, Anna Salai/ Chennai-2.  
The Director (Finance)/ Tangedco/ 144, Anna Salai/ Chennai-2.

The Director (Distribution)/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Director (Generation)/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Director (Projects)/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Director/Tantransco/Projects/144, Anna Salai/ Chennai-2.  
The Director (Operation)/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Secretary/ Secretariat Branch/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Chief Financial Controller/ Accounts Branch/ Tangedco/ 144,Anna Salai/  
Chennai-2.  
The Chief Internal Audit Officer/ Audit Branch/ Tangedco/144,Anna Salai/ Chennai-2.  
The Deputy Secretary/ Establishment/ Secretariat Branch/ Tangedco/ 144,Anna  
Salai/ Chennai-2.  
The Deputy Chief Engineer/ Adm. Branch/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Industrial Relations Adviser/ Tangedco/ 144,Anna Salai/ Chennai-2.  
The Senior Personnel Officers/ Recruitment, Labour & Administration/ Adm. Branch/  
Tangedco/ 144,Anna Salai/ Chennai-2.  
All Personnel Officers in Adm. Branch/ Technical Branch/ Tangedco/ 144, Anna Salai/  
Chennai-2.  
All Assistant Personnel Officers in Adm. Branch/ Technical Branch/ Tangedco/ 144,  
Anna Salai/ Chennai-2, [APO/Tamil Development for publication in the Tangedco  
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