

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LTD.

(SECRETARIAT BRANCH)

Memo. (Per.) No.2413/A23/A232/12-2. dated 11.06.12.

Sub : Establishment - TANGEDCO - Revision of format of Performance Assessment Report in respect of Class-I and II officers of TANGEDCO - Orders - Issued.

- Ref : i) (Per.) B.P. (F.B) No.37 (S.B), dated 07.10.10.
ii) Memo. (Per.) No.1598/A23/A232/10-7, dated 01.03.11.
iii) Memo. (Per.)No.30573/A23/A232/11-1, dated 04.05.11.
iv) From the General Manager / HRD U.O.Note No.1587/GM/HRD/N21/N211/12, dated 24.03.12.

In Board's Proceedings cited, orders have been issued revising the format of Performance Assessment Report designed encompassing the special talents, quality assessment, etc., in respect of Class-I and II Officers of the TANGEDCO/TANTRANSCO instead of the existing format and also revising the period to financial year (i.e 1st April to 31st March) instead of calendar year (i.e 1st January to 31st December) with effect from 01.04.10. In the reference second cited, certain modification orders were also issued in the format of the Performance Assessment Report. In the reference third cited, certain guidelines for follow up by the Reporting Officers were issued.

2. Meanwhile, representations have been received requesting to examine the proposal for writing the Performance Assessment Report of Officers, changing the period to financial year and for revising the format of Performance Assessment Report already issued in the references first and second cited. It has also been suggested that self appraisal report becomes necessary and fixing time schedule for submission of Self Appraisal Report by the individuals to enable the Reporting Officer to write Performance Assessment Report for the individual in time either with the Self Appraisal Report by the individual or without the Self Appraisal Report mentioning/recording the same.

3. The matter has been examined in detail and was placed before the TANGEDCO for consideration and approval. The TANGEDCO has approved the proposal. Accordingly, the TANGEDCO hereby directs that the revised format **(as in Annexure)** of Performance Assessment Report designed encompassing

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the special talents, quality assessment, etc., in respect of Class-I and II Officers of the TANGEDCO/ TANTRANSCO be effected instead of the existing format. It is also hereby ordered that the time schedule for obtaining Self Appraisal Report from the individual officer be modified as one month instead of two months as ordered in Memo. No.17905/C1/82-1, dated 30.03.82 to enable the Reporting Officer to write the Performance Assessment Report in time either with the self assessment report by the individual or without the self assessment report mentioning/recording the same.

4. These modifications shall take effect from 01.04.2012.

5. The receipt of the proceedings shall be acknowledged.

(BY ORDER OF THE BOARD)

A.S.PASUPATHI
SECRETARY

To

The Secretary/TANGEDCO/Chennai-2 (w.e)

Copy to :-

The Chairman-cum-Managing Director's Office, (w.e)

The Inspector General of Police/Vigilance,

Legal Adviser and Industrial Relations Adviser.(w.e)

The Director(Operation)/TANTRANSCO/Chennai-2.(w.e)

The Managing Director/TANTRANSCO.(w.e)

The Director /Projects/TANGEDCO.(w.e)

The Director (Generation)TANGEDCO.(w.e)

The Director (Distribution)/TANGEDCO.(w.e)

The Director / Transmission Projects/TANTRANSCO. (w.e).

The Director (Finance)/TANGEDCO and TANTRANSCO. (w.e)-.

All Chief Engineers/Superintending Engineers.(w.e)

The Chief Financial Controller/TANTRANSCO.(w.e)

The Chief Financial Controller/General and Revenue/TANGEDCO.(w.e)

The Superintending Engineer/Chairman-cum-Managing Director's Office. (w.e)

The Chief Internal Audit Officer/Audit Branch/TANGEDCO.(w.e)

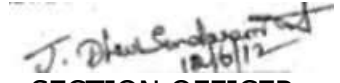
The Resident Audit Officer.(w.e)

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The Deputy Secretary/Personnel, Administration and Vigilance/
Secretariat Branch (w.e)
The Under Secretary/Services and Wage Revision and Regulations and
General/ Secretariat Branch, (w.e)
All Officers/Sections/Secretariat Branch.
A11, A20, A23 and A24 Sections/Secretariat Branch,
A10 Section/Secretariat Branch/Chennai-2.
(With reference to Item No.28 of 25th meeting of the TANGEDCO) held
on 30.05.12)
The Assistant Personnel Officer/Tamil Development for publication in
Bulletin.
Stock File.

// TRUE COPY // FORWARDED // BY ORDER //


SECTION OFFICER