

# West Bengal State Electricity Distribution Company Limited

(A Govt. of West Bengal Enterprise)

Corporate HR Department, 7<sup>th</sup> Floor 'D' Block, Vidyut Bhavan

WBSEDCL

Circular No: CHR/02

Dated: 17.07.2019

Sub: Felicitation to the meritorious wards of the employees of WBSEDCL  
and PTSs working under the Company

West Bengal State Electricity Distribution Company Limited has decided to organize a programme to felicitate the meritorious wards of the employees of WBSEDCL and WBSETCL jointly for excelling in the Madhyamik/SSE/ICSE or equivalent Examinations in 2019 and Higher Secondary/ISC/SSC or equivalent examination in 2019 by awarding an Award of Merit like previous years. The bench marks are set as shown herein below and the candidature of the wards of employees fulfilling the said criterion would be considered to be eligible for felicitation: -

Sl. No.	Name of Examination	Bench Mark set for felicitation of wards of the employees	Bench Mark set for felicitation of wards of the PTS	Bench Mark set for Cash Award of ₹ 5000/-
1.	Madhyamik/ SSE/ ICSE or equivalent examinations conducted by respective Board/ Council etc.	85% and above (as per norms of respective Board/ Council)	60% and above (as per norms of respective Board/ Council)	94% and above (as per norms of respective Board/ Council)
2.	Higher Secondary/ ISC/ SSC or equivalent examinations conducted by respective Board/ Council etc.	80% and above (as per norms of respective Board/ Council)	60% and above (as per norms of respective Board/ Council)	92% and above (as per norms of respective Board/ Council)

The decision of authority of the Company in respect of eligibility shall be final and binding on all concerned.

The employees of WBSEDCL whose wards have fulfilled the above bench mark may furnish the particulars in respect of their wards as per format enclosed through their respective controlling Officers along with duly attested copy of mark-sheet (both side) by 31<sup>st</sup> August, 2019 positively to the Addl. General Manager (HR&A), Corporate HR Department, WBSEDCL, Vidyut Bhavan (7<sup>th</sup> Floor 'D'-Block), Bidhannagar, Salt Lake City, Kolkata-700 091 for consideration of the candidature of their wards for the proposed felicitation programme.

WBSEDCL will also felicitate the wards of the employees of WBSEDCL and WBSETCL having outstanding performance as sports persons in National or International level during the year 2018-2019 by presenting reward in the said felicitation programme.

Programme schedule will be communicated in due course. One application format for the employees and one application format for the Part Time Sweepers are enclosed as ready reference.

All concerned are requested to ensure wide circulation of the contents of this Circular amongst the employees and Part Time Sweepers of WBSEDCL.

Encl: As above.

(A. K. Bhattacharya)  
General Manager (HR&A)

Memo No: CHR/258/19/197

Date: 17.07.19

**PROFORMA**

Felicitation of meritorious ward of the employee of WBSEDCL ( including those who are deputed from WBSEDCL to other organizations) for the year 2019

Name of the Student (In Block letter as per Mark Sheet) :			
Relationship with the employee :			
<b>Employee Information</b>	Name of the Employee :		
	Designation :		
	SAP ID :		
	Employee Number :		
	Employee Phone No. :		
	Place of Posting :		
	<b>Office Address</b>		
	Name of Premises / Building :		
	Road / Street :		
	Area / Locality :		
	Post Office :		
	District :		
	Pin code :		
	Controlling Officer :		
<b>Examination Information</b>	Name of the Examination :		
	Name of Board / Council :		
	Marks obtained (indicate in the Table below)	10 <sup>th</sup> Standard <input type="text"/> 12 <sup>th</sup> Standard <input type="text"/>	
	<b>Sl. No.</b>	<b>Subject (Subjects on which percentage is calculated as per norms of Board / Council)</b>	<b>Marks obtained</b>
	1		
	2		
	3		
	4		
	5		
	6		
7			
8			
9			
<b>Total :</b>			
<b>Percentage of marks ( as per norms of respective Board / Council) :</b>		%	

Encl: Photocopy of Mark sheet

(Signature of the Employee)

Date:

(Signature of the Controlling Officer)



**PROFORMA**

Felicitation of meritorious ward of the Part-time Sweeper under WBSEDCL for the year 2019

Name of the Student (In Block letter as per Mark Sheet) :				
Relationship with the PTS :				
<b>Part-time Sweeper Information</b>	Name of the PTS :			
	Phone No. :			
	Place of working :			
	<b>Address</b>			
	Name of Premises / Building :			
	Road / Street :			
	Area / Locality :			
	Post Office :			
	District :			
	Pin code :			
Deployed under the Officer :				
<b>Examination Information</b>	Name of the Examination :			
	Name of Board / Council :			
	Marks obtained (indicate in the Table below)		10 <sup>th</sup> Standard <input type="text"/>	12 <sup>th</sup> Standard <input type="text"/>
	<b>Sl. No.</b>	<b>Subject</b> (Subjects on which percentage is calculated as per norms of Board / Council)	<b>Marks obtained</b>	
	1			
	2			
	3			
	4			
	5			
	6			
7				
8				
9				
<b>Total :</b>				
<b>Percentage of marks ( as per norms of respective Board / Council) :</b>			%	

Encl: Photocopy of Mark sheet

Date:

(Signature of the Part-time Sweeper)

(Signature of the Officer-in-Charge)