

**H.P.POWER TRANSMISSION CORPORATION LIMITED**  
**(STATE GOVERNMENT UNDERTAKING)**  
**BAROWALIAS HOUSE KHALINI SHIMLA-171002.**  
**TEL: 0177 2628284, 2626284 (FAX), 2626285.**

**1.(A) ORGANIZATION, FUNCTIONS / DUTIES:-**

**a) ORGANIZATION:-**

The HP Power Transmission Corporation Ltd Shimla came in to existence on 27<sup>th</sup>, Aug, 2008 under the Companies Act, 1956 and has been assigned the job of execution of all new lines and sub-station of 66 kV and above including up gradation, formulation and updation of Transmission Master Plan for the State besides Co-ordinate with various Stake holders viz. Centre, State & Private Sector.

**A. Objects incidental or ancillary to the attainment of the main objects.**

1. To arrange, secure and make available to its subsidiary and other concerned organisation such facilities, resources, inputs and services as may be required.
2. To enter into any arrangement with the Government of India or Government of Himachal Pradesh or with any other State Government of Union Territory of state or any local or State Government or with authorities, national, local municipal or otherwise or with any person for the purpose of directly or indirectly carrying out the objects or furthering the interests of the company or its members and to obtain from any such Government, State authority or person any charters, subsidies, loans, indemnities, grants, contracts, decrees, rights, sanctions, privileges, licenses or concessions whatsoever,(whether statutory or otherwise) which the Company may think it desirable to obtain and carry out, exercise and comply with the same.
3. To borrow money or to receive or deposits for the purpose of financing the business of the company either with security or mortgage or other security charged on the undertaking on all or any of the assets of the company including uncalled capital and to increase, reduce or pay off any such securities.
4. To acquire by purchase, lease exchange, hire or otherwise, or to construct and maintain factories, works buildings, and conveniences of all kinds, lands, buildings, apartments, plants machinery and hereditaments of any tenure or description, situated in India or in any other part of the world an any estate or interest therein and any rights over or connected with land so situated and turn the same to account in any manner as may seem expedient, necessary or convenient to the company for the purpose of its business.
5. To acquire possess and undertake the whole or any part of the business, assets, property, goodwill, rights and liabilities of any persons, firm, society, association, corporation or company carrying on any business which the company is authorised to carry on.
6. To obtain, apply for arrange for the issue or enactment of order or act5 of Legislature or act of Authority in India or any other part of the world for enabling the Company to obtain powers, authorities, protection, financial and other help, necessary or expedient to carryout or extend any of the objects of the Company or for any other purpose which may seem expedient and to oppose any proceedings or application or any other endeavours, steps or measures which may seem calculated directly or indirectly to prejudice the Company's interests.
7. To apply for purchase, or otherwise acquire any trade marks, patents, brevets, inventions, licenses, concessions and the like conferring any exclusive or non exclusive or limited rights to use or any secret or other information's to any invention which may seems capable of being used for or any of the purposes of the Company, or the acquisition of

which may seem calculated, directly or indirectly, to benefit the Company and to use, exercise, developer grant licenses in respect of or otherwise turn to account the property, rights or information so acquired.

- 8.** To establish, provide, maintain and conduct or otherwise subsidise research laboratories and experimental workshops for scientific, technical or researches, experiments and to undertake and carry on directly or in collaboration with other agencies scientific and technical research experiments and tests of all kinds and to process, improve and invent new products and their techniques of manufacture and to promote, encourage, reward in every manner studies and research, scientific and technical investigations and inventions of any kind that maybe considered likely to assist, encourage and promote rapid advances in technology, economics, import substitution or any business which the company is authorised to carry on.
- 9.** To establish, maintain and operate technical training institutions, and hostels for Engineers of all types and other technical staff and artisans and mechanics of all types and kinds, to make such other arrangements as may be expedient for the training of all categories of officers, workers, clerks, store keepers and other personnel likely to be useful to or assist in any business which the company is authorised to carry on.
- 10.** To improve, manage, develop, exchange, loan, lease or let, under lease, sub let, mortgage, dispose of, deal with in any manner, turn to account or otherwise deal with any rights or property of the Company.
- 11.** To accumulate funds and to invest or otherwise employ moneys belonging to or with the Company and not immediately required in the purchases or acquisition of any shares, securities or other investments whatsoever whether movable or immovable upon such terms as may be thought proper and form time to time to vary all or any such investments in such manner as the Company may think fit.
- 12.** To enter into partnership or into any arrangement for joint working, sharing or pooling profits, amalgamation, union of interest cooperation, joint venture, reciprocal concession or otherwise or amalgamate with any person or company carrying on or engaged in oOr about to carry on or engaged in any business or transaction which the, company is authorised to carry on or engage in or any business undertaking or transaction which may seem capable of being carried on or conducted so as directly or indirectly to benefit this company.
- 13.** To provide for the amelioration and welfare of persons employed or formerly employed by the Company and the wives, families, dependents or connections of such persons by building or contributing to the building of houses, dwellings or by grants of money, pensions, allowances, bonuses or other payments or by creating and form time to time subscribing or contributing to provident fund and other Associations, Institutions, Funds or Trusts or by helping persons employed by the company to effect or maintain insurance on their lives by contributing to the payment of premium or otherwise and by providing or subscribing or contributing towards places of instruction and recreation, hospitals and dispensaries, medical and other attendance and other assistances the company shall think fit.
- 14.** To dispose of the assets of the Company or any part thereof for such consideration as the company may think fit and in particular of shares, debentures or securities of any other association, corporation or company, to promote or aid in the promotion of any other company or partnership for the purpose of acquiring all or any of the properties, rights or liabilities of the company or for any other purposes which may seem directly of indirectly calculated to benefit the company.
- 15.** To enter into agreements and contracts with foreign individuals, companies or other organisations for purchase of equipments and for technical, financial, or any other assistance, for carrying out all or any of the objects of the company.
- 16.** To enter into any agreement with any Government or authorities (municipal, local or otherwise) any corporations, companies, or persons which may seem conducive to the

Company's objects and to obtain from any such Government authorities, corporations, companies or persons any contract, right, privilege and concessions which the company may think desirable and to carry out exercise and comply with any, such contracts, rights privileges and concessions.

17. To enter into contracts of indemnity and guarantee.
18. To establish and maintain agencies, branches and local registers, to procure registration or recognition of the Company and to carry on business in any part of the world and to take such steps as may be necessary to give the Company such rights and privileges in any part of the world as are possessed by local companies or partnership or as may be thought desirable.
19. To subscribe for, underwrite, purchase, or otherwise acquire and to hold dispose of and deal with the shares, stocks, securities and evidences of indebtedness or that right to participate in profits or other similar documents issued by any Government authority, corporation or body or by any company or body of persons and any option or right in respect thereof.
20. To create any depreciation fund, reserve fund, sinking fund, insurance fund or another fund, whether for depreciation or for repairing, improving, extending or maintain any of the properties of the Company, or redeemable preference shares or for any other purposes whatsoever conducive to the interests of the company.
21. To open an account or accounts with any individual firm or company or with any Bank or Bankers or sheriff and to pay into and withdraw money from such account or accounts.
22. To promote, organise or carry on the business of consultancy services in any field of activity in which it is engaged in.
23. To promote or concur in the promotion of any company, which are considered desirable in furtherance of the objects or any objects of the company.
24. To carry on any business which may seem to the company capable of being conveniently carried on in connection with any of the company's objects or calculated directly or indirectly to enhance the value of or render profitable any of the company's property or rights or otherwise considered to be in the interest of the company if authorised under the objects clause.
25. Subject to Sections 58A, 292, 295 & 370 of the Act, and the Regulations made there under and the direction issued by Reserve Bank of India to receive money, securities valuables of all kinds or deposits or safe custody(not amounting to the business of Banking as defined under the Banking Regulation, 1949) and to borrow or raise of debenture stocks(perpetual or otherwise) and to secure the repayment of any money borrowed or raised on owing by mortgage, charge or lien upon all or any of the Company's property(both present and future) including its uncalled capital and guarantee and performance by the Company or any other such person or body corporate of and any obligation undertaken by the Company or any other person or company, as the case may be.
26. Subject to provisions of section 391 to 394 and 394A of the Companies Act, 1956, to evolve scheme for restructuring or arrangement, to amalgamate or merge or to enter into partnership or into any arrangement for sharing profits, union of interests, co-operation, joint venture of reciprocal concession with any person or persons, partnership firm/firms or company or companies carrying on or engaged in any business or transaction with the company is authorized to carry on or engaged in.
27. Subject to the provisions of sec. 77 of companies Act, 1956 to invest other than investment in company's own shares, the surplus funds of the company. From time to time , in government securities or in other securities as may from time to time be determined by the directors and from time to time, to sell or vary all such investment and to execute all assignments, transfers, receipts and documents that may be necessary in that behalf for pursuing main objects.

28. To do all or any of the above things either as principals, agents, brokers, trustees, contractors, or otherwise and either by or through agents, brokers, subcontractors, trustees or and otherwise and either alone or in conjunction with others and to do all such things as are incidental or conducive to the main objects.
29. To import, exchange, buy, wholesale or retail all such goods, articles, and things as are necessary or expedient for the conduct of the company's main business.
30. Generally to do all such other thing as may be deemed incidental or conducive to the attainment of the above objects or any of them.

**B. Other Objects:-**

1. To acquire and hold shares, stocks, debentures, debentures stocks, bonds, obligations and securities issued or guaranteed by any company constituted or carrying on business in India or elsewhere or by any Government, sovereign ruler, commissioners, public body, or authority, supreme, municipal, local or otherwise, whether at home or aboard and to acquire these by original subscription, tender, purchases, exchange or otherwise and to subscribe for the same , either conditionally or otherwise and to guarantee for subscription thereof and exercise and enforce all rights and powers conferred by or incidental to the ownership there of .
2. To carry on the business of a Company established with the object of financing industrial enterprises within the meaning of Section 370 of the Companies Act,1956 and to make loans, give guarantees and provide securities to any other company or other persons whether promoted and/or managed by this company or not. To acquire or takeover or takeover with/without consideration and or/carry on the business of shares and transfer agents and as financial advisors and management consultants by themselves or in the partnership with other companies or other persons and generally to carry on business as financiers and for that purpose to give loans, with or without security and on such terms and conditions as the company may in its absolute discretion deem fit, to any person or persons, all kinds of machinery automobiles and their parts, accessories, components, stores and spares.
3. To constitute any trusts with view to the issue of preferred and deferred or any other such special stocks, or securities based or representing any shares, stocks or other assets specifically appropriated for the purpose of any such trust and to settle and regulate and if thought fit, to undertake and execute any such trusts and to issue, dispose off or hold any such preferred, deferred or other special stocks or securities. To transact on all kinds of agency business and in particular in relation to the investment of money, the purchase and sale of business property or undertakings. To contract with accumulation, provisions and payment, sinking funds, redemption funds, depreciation funds, renewal funds, endowment funds and any other special funds and that either consideration of a lump sum of an annual premium or otherwise and generally on such terms and conditions as may be deemed fit.

(IV) The liability of the members is limited.

(V) The Authorized Share Capital of the Company is Rs.5,00,00,000/-(Rupees Five Crores only) divided into 5,Rs.100.00(Rupees hundred Only)each.

<b>DELEGATION OF POWERS TO MANAGING DIRECTOR</b>		
<b>SR.NO.</b>	<b>NATURE OF POWER</b>	<b>EXTENT TO WHICH POWER IS DELEGATED.</b>
1.	Drawl and disbursement of salary and wages, Bonus, Medical reimbursement, travelling expenses, honorarium and other establishment expenses etc. to staff and Directors.	Full Powers.
2.	Staff Welfare, hospitality expenses, Employer Contribution to provident fund, Group Insurance etc.	Full Powers.
3.	Consumable Stores (Purchase), repair and maintenance of Office Equipments and Fixed Assets.	Full Powers.
4.	Vehicle Maintenance, Fuel and Lubricants, repair and maintenance, taxes and insurance etc.	Full Powers.
5.	Telephone, Postage, Printing and Stationary, news papers and periodicals, rent, filing fees, legal and professional expenses, insurance premium, misc, expenses, subscription, rates and taxes, advertisements, office maintenance.	Full Powers.
6.	Bank Commission, Interest on overdrafts/C.C.limits, loans, deposits etc. from Bank and Financial Institutions etc.	Full Powers.
7.	Statutory Auditors, Internal Auditors fees and TA/DA	Full Powers.
8.	Any other item not specified above. i) Recurring ii) Non-recurring	Full Powers. Full Powers.
9.	Purchase of Fixed Assets:- i) Furniture & Fixture, Office Equipments, Type Writers, Computers, Electrification, Library, Misc. articles etc. ii) Land and buildings, vehicles, Plant & machinery etc. iii) Any other item not specified above.	Full Powers. Full Powers. Full Powers.

**NOTE:-**The Managing Director is authorised to sub delegate any or all of his powers to any other officer as deemed fit by him in the interest of the Corporation. No other officer is to delegate any of the power so given as above.

**(III) Procedure followed in the decision making process including channels of supervision & accountability.**

The Managing director is the head of the Corporation and is the decision making authority as per powers delegated to him by the board of Directors from time to time. The Managing Director is assisted by the Directors and other sectional Head and other functionaries of the Corporation. The Sr. Managers of the Divisions are authorized to take decision as per power given to them from time to time as their own level, cases on which the decision of the management is required are sent to Corporate Office for the approval of the managing director/ Directors.

**(IV) Norms set by it for the discharge of its functions:-**

The functions are discharged as per the powers delegated to each employee of the Corporation by the Management and as per bye laws of the Corporation.

**(V) Rules, Regulations, instructions, manuals & records held by it or under its Control.**

- A) Memorandum and Articles and Associations
- B) Service Bye Laws of the Corporation.
- C) Minute Book of the Board of Directors.
- D) Share holders register.
- E) Minute book of the annual General meeting.
- F) Share certificate book.
- G) Seal of Company.
- H) Directors Registers
- I) Financial Manuals
- J) Accounting Manuals
- K) Annual report of the Corporation.
- L) CPF/GPF rules.
- M) R&P Rules
- N) Cash Book.
- O) General Ledger
- P) Subsidiary Ledger
- Q) Salary registers.
- R) CPF/GPF Record etc.

**(VI) A statement of the categories of the documents that are held by it or under its control.**

The Corporation has under its control the documents which are un-classified/uncategorized and also some documents mentioned u/s 8 of The Right of Information Act.

**(VII) Particular of any arrangement that exist for consultation with or representation by, the members of the public in relation to the formulation of its policy or administration thereof.**

The State government constitutes the board of Directors of the Corporation and nominates non official directors in the Board, which is the ultimate authority to take the decision.

**(VIII) A statement of the Board ,Councils, Committees and other bodies consisting of two or more persons constituted as its part of or for the purpose of its advice and as to whether meeting of those boards, councils, committee and other bodies are open to the public, or the minutes of such meetings are accessible for public.**

The Government of Himachal Pradesh constituted the Board of the Corporation and at present Mrs. Rajwant Sandhu, IAS. Chief Secretary is Chairperson of the Corporation. The minutes of the Board are accessible for the public. The list of Board of Directors is as under:-

## Name and Address of HPPTCL Board of Directors

1.	Mrs. Rajwant Sandhu, IAS Chief Secretary to the Govt. of Himachal Pradesh	Chairperson
2.	Shri Ajay Mittal, IAS, Pr. Secretary to the Hon'ble CM Shimla-171002	Director
3.	Sh. Deepak Sanan, IAS Pr. Secretary (MPP&Power) To the Govt. of H.P. Shimla-171002.	Director
4.	Dr. Shrikant Baldi, IAS Pr.Secretary (Finance) to the Govt. of H.P. Shimla-171002	Director
5.	Sh. Jagdish Chander Sharma, IAS Managing Director of HPPTCL, Shimla2	Managing Director
6.	Sh. V.K. Kaprate Director (P&C), HPPTCL	Director
7.	Sh. H.S. Beshtoo Director (Projects), HPPTCL	Director

**(IX) & (X) Directory of Officer and Employees and monthly remuneration received by each of its officer and employees including the system of compensation as provided in its regulations**

**Monthly Remuneration Received by Employees in the month of May,2011.**

Sr. No.	Name of Employees	Designation	Gross Salary
1.	Er. Vijay Kumar Kaprate	Director Planning	112482
2.	Er. Hari Singh Beshtoo	Director Project	99994
3.	Er. Ashok Sharma	General Manager	104673
4.	Er. Rattan Chand Kondal	Dy. G M(Plg/Cont)	97455
5.	Er. R.D. Sandhu	Dy. GM(Plg)	100028
6.	Er. Sandeep Sharma	Sr. Manager(Plg)	93835
7.	Er.Harish Kapoor	Sr. Manager(Cont)	98578
8.	Er. Shangru Ram Chawla	Sr. Manager	57242
9.	Er. Prem Chand Sharma	Sr. Manager(Cont)	63227
10.	Er. Amar Singh	Sr. Manager(Cont)	61631
11.	Sh.Dinesh Goel	Sr. Manager(P&A)	47885
12.	Sh. Sunil Kumar Sharma	Sr. Manager(Contract)	60164
13.	Sh. K.K.Kapil	Sr. Manager(Electrical)	96703
14.	Sh. S.P. Sharma	Sr.Manager(Contract)	59039
15.	Er. Vinod Kumar	Asstt. Engg.(Contract)	44025
16.	Er. Umesh Gupta	Asstt. Engg.(Project)	56129
17.	Er. Sanjay Kaushal	AEE (Elect)	53656
18.	Er. G.S. Soni	Asstt. Engineer (Civil)	47664
19.	Er. Rakesh Kumar	AEE (E)	58474
20.	Er. Deepak Verma	Asstt. Engineer (Elect)	43877
21.	Er. Ram Chander	AE(E)	55883
22.	Er. Ram Chand	AE(Elect)	58074
23.	Er. Rakesh Singh	AE(Electrical)	40814
24.	Er. Shiv Nand Kumar	AE(E)	57664
25.	Er. Darshan Kumar	AE(E)	57649
26.	Er. Madan Gopal Sharma	AE(E)	59519
27.	Sh. Balbir Thakur	Personnel Officer	37386
28.	Sh. Hira Lal Verma	Asstt. Account Officer	29360
29.	Sh. Gian Singh Deshta	Supdt.	41215
30.	Er. Avatar Singh Gill	JE (Civil)	38894
31.	Sh. Het Ram	JE(Civil)	27379
32.	Er. Arun Kumar	JE(Civil)	47930
33.	Er. Harish Kumar	JE(S/Stn)	35434
34.	Sh. Jai Chand	JE(Civil)	38781
35.	Sh. Hukam Chand	JE(Civil)	32515
36.	Er. Kamlesh Kumar Khatri	JE(Civil)	39945
37.	Er. Tilak Raj Verma	JE(Civil)	56350
38.	Sh. Narinder Kumar	JE(Civil)	38429
39.	Sh. G.S.Delta	JE(Elect)	36142
40.	Bhag Singh	ITI	38568
41.	Sh. Abass Ali	Supdt.( Accounts)	27520

42.	Sh. Kamlesh Kumar Sharma	Accountant	42219
43.	Sh. Liaq Ram Thakur	Sr. Asstt.	40994
44.	Sh. Surender Kumar	Sr. Asstt.	32847
45.	Sh.Acchar Singh	Sr. Asstt.	31408
46.	Sh. Harnam Singh Thakur	Sr. Asstt.	33396
47.	Mrs. Poonam Gupta	Junior Officer	40320
48.	Kumari Lajwanti Aukta	Junior Officer	27809
49.	Sh. Amar Nath Gautam	P.S.	53477
50.	Sh. Anil Kumar Diwan	P.S.	42424
51.	Sh. Krishan Lal Thakur	P.A.	37728
52.	Sh. Hira Singh Mehta	Clerk	24521
53.	Sh. Lekh Ram Thakur	Clerk	18051
54.	Sh. Chhotu Ram	Clerk	20743
55.	Sh. Deep Raj	Clerk	17754
56.	Sh. Yatender Singh Diman	Draughts man	40707
57.	Sh. Hitesh Kumar	Draughts man	42442
58.	Sh. Bir Singh	Patwari	22783
59.	Sh. Tara Dutt	Patwari	22962
60.	Sh. Rattan Pal	Driver	28135
61.	Sh. Shishu pal	Driver	23239
62.	Mohinder Singh	Driver	32004
63.	Sh. Ghanshyam Dass	Driver	30722
64.	Sh. Dharam Pal	Peon	11116
65.	Mrs. Prabha Devi	Peon	13457
66.	Sh. Lal Singh	Peon	22818
67.	Sh. Tek Chand	Peon	20994
68.	Smt. Saleem Bibi	Peon	17526
69.	Sh.Madho Ram	Peon	17019
70.	Sh. Hari Nand	Daftri	22285
71.	Sh. Narender Singh	Beldar/Peon	15831
72.	Sh. Padam Dass	Beldar/Peon	15861
73.	Sh. Jaswant Singh	Beldar/Peon	15931

The pay and allowances and other emoluments to the employees are allowed as per the approval of the BOD after clearance from Service Sub Committee constituted by the Board of Directors and Finance Department of the State government, which is on the analogy of the government employees.

**(XI) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made.**

No budget is being provided by the State Government to the Corporation and the Corporation is preparing budget of its own and the money is being allocated to the branch as per production/marketing plan approved by the BOD's. Besides this, staff expenses and other administrative expenses are provided as per requirement from time to time.

**(XII) The manner of execution of subsidy programmes including the amount allocated and the details of beneficiaries of such programmes.**

As this organization is a Commercial organization and are not implementing/ allowing subsidy grants to any organization directly.

**(XIII) Particulars of receipts of concession, permits or authorization granted by it:**

The Corporation has no such scheme to provide concessions and authorization etc.

**(XIV)Detail in respect of the information available to or held by it ,reduced in an electronic form:**

The HPPTCL Web site is ([www.hpptcl.gov.in](http://www.hpptcl.gov.in))

**(XVI)The Names, designations and other particulars of the Public Information Officer:**

**State Level Proforma**

<b>Sr. No .</b>	<b>Name of Appellate Authority</b>	<b>Designation &amp; Office address</b>	<b>Jurisdiction (area/Subje ct)</b>	<b>Telephone/ Fax Number</b>	<b>E-Mail(if any)</b>
1.	Sh.H.S. Beshtoo	Director (Project).HPPTCL Barowalias House Khalii -2.	HPPTCL Head Office & Corporation as a whole	2626284 Fax.0177-2626284	hsbeshtoo @ yahoo. in
2.	Er. R.C. Kaundal	DGM (Projects) HPPTCL Khalini-2.	- do-	Off.262627 1 Mobile no. 941803347 1	rckaundal@ gmail.com.
3.	Er. Vinod Kumar	Asstt.Executive Engg.(E)HPPTCL Khalini -2.	-do-	Off.262628 5 Res.26724 08	aee.elhpptcl@gmail.com

**(XVII) Such other information as may be prescribed.**

Other information relating to this Corporation will be provided as and when required by the public.