

From : V.N.Ramesh
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Email : v.n.ramesh.5158@gmail.com

To : Sh. Sudhir Mittal
General Manager (CP)
& Central Public Information officer (CPIO)
Power Grid Corporation of India Limited,
Corporate Centre,
Saudamini, Plot No. 2, Sector-29,
Gurgaon - Ph. No. 0124-2571957

Sh. Babu
6/3
5/5/14

Date 06.02.2014

Request under the Right to Information Act

Dear Public Information Officer:

Under the Right to Information Act 2005, Section 6, please provide me the following information (*here, clearly describe the information you require and the period to which it relates.*)

Information regarding leave policies of your company

1 Employees meant for maintenance other duties working in other than shift duties like maintenance, office work etc. are eligible/ not eligible for compensatory off as per your company policy, when they work on national holidays, other closed holidays as per company declaration and also on their weekly off days

Workmen	eligible/ not eligible
Supervisor	eligible/ not eligible
Executive	eligible/ not eligible

2 Employees working in shift duties only are eligible/ not eligible for compensatory off as per your company policy, when they work on national holidays, other closed holidays as per company declaration and also on their weekly off days for shift duties.

Workmen	eligible/ not eligible
Supervisor	eligible/ not eligible
Executive	eligible/ not eligible

I prefer to receive the information in the form:(Xerox copy / printout / diskette / floppy / tape / video cassette-/ certified copies of documents or records/~~certified samples of material/~~ I would like to take notes or extracts) by post/ email/ in person.

OR

~~I would like to inspect the following works/documents/records. (clearly describe what you want to inspect) . Please inform me a suitable date and time for my visit.~~

Initial request fee under sec. 6(1): Rs.50.00 No 71G708804 dated 17.10.2013 paid in cash/cheque/banker's draft/Indian Postal Order/treasury challan (*give details*). The charges includes reply by speed post or email

OR

~~I am a person below poverty line. (Attach a photocopy of the proof). I need not pay fees.~~

(optional)

~~I am sensorial disabled. Kindly provide me appropriate assistance to enable access to the information (reading aloud/in Braille)~~

Thank you.

Yours faithfully,



[V.N.RAMESH]