

**MOST URGENT**

**TAMIL NADU GENERATION & DISTRIBUTION CORPORATION  
(ADMINISTRATIVE BRANCH)**

From

Er. D. RAVICHANDRAN, B.E.,  
Chief Engineer/ Personnel,  
144, Anna Salai,  
Chennai – 600 002.

To

- 1) All the Chief Engineers of TANGEDCO & TANTRANSCO.
- 2) The Chief Financial Controller/ General.
- 3) The Chief Internal Audit Officer.
- 4) The Deputy Secretary/Personnel.

**Letter No.090350/998/G.44/G.441/2019-14, dated 05.12.2020.**

Sir,

Sub:- TANGEDCO & TANTRANSCO – Employees terminal benefits – Actuarial Valuation – Particulars in Payroll Software – Certain Discrepancies – Instructions – Regarding.

- Ref:-
1. Letter No. 090350/998/G.44/G.441/2019-3, dated 27.12.2019.
  2. Letter No. 090350/998/G.44/G.441/2019-4, dated 21.01.2020.
  3. Letter No. 090350/998/G.44/G.441/2019-5, dated 01.02.2020.
  4. Letter No. 090350/998/G.44/G.441/2019-5, dated 02.03.2020.

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As per reference (1) cited above, particulars of the employees for arriving the Actuarial Valuation were called for. An URL for "Employee Management System" was created for the same as <http://192.168.150.67:8080/cc/Emplinfo> to see the information already stored in the Pay Roll Software. The user name and password of the respective regions and circles have already been communicated. Instructions were issued to update the particulars of the employees in the Pay Roll Software.

2) Instructions were issued vide references cited above stating that, the Senior Administrative Officer/Administrative Officer/Assistant Administrative Officer to authenticate the details and to sign the physical copy of the printout taken from the Employee Management System of the respective circles.

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3) The details of the employees in the Employee Management System have been communicated to the Actuarial Valuer. Now they have forwarded the list of employees with remarks in the Date of Joining of the employees in TANGEDCO & TANTRANSCO and also with regard to the coverage of GPF/ CPS Schemes. In order to obtain the accurate report, the correctness of each data is important.

4) Hence, the Chief Engineers shall instruct the Superintending Engineers and the officers concerned, to verify the details of all employees once again and update the erroneous details. The above process shall be completed **on or before 08.12.2020** and the confirmation report shall be sent to the E-Mail ID ( [slwo@tnebnet.org](mailto:slwo@tnebnet.org) ) without fail.

Encl.: List enclosed.

Sd/-\*\*\*\*(05.12.2020)  
(D. RAVICHANDRAN)  
CHIEF ENGINEER/PERSONNEL

Copy Submitted to Joint Managing Director (Finance).

Copy Submitted to Joint Managing Director /TANGEDCO

Copy to: All the Superintending Engineers/ TANGEDCO & TANTRANSCO.