

ITAMILNADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

From
Joint Managing Director,
TANGEDCO
Chennai – 02.

To
All CEs, CFCs, DS,CIAO
TANGEDCO & TANTRANSCO

Lr.No: CE /IT / SE / IT2 / EE / ERP / F.FLM /DP/1/2021 Dated: 12.01.2021.

Sir/Madam,

Sub: TANGEDCO – TANTRANSCO – Implementation of FLM (e-office) – not effectively used – further instructions – reg.

File Lifecycle Management (FLM or e-office) under ERP has been launched in July 2020 for TANGEDCO & TANTRANSCO in order to usher in more efficient, effective and transparent transactions and processes and make the existing file system into a paperless office. ERP e-officesystem has crossed 12,000 nos.of 'files' and 8000 nos.of 'tappals' within a short span of time and the processing time taken to process the files also improved when compared to paper system.

I would like to appreciate the effort taken to learn and execute the system in short notice by the officials. However, it is also noticed that in some offices the file movement is still in manual mode instead of e-office. The users who are yet to start using the eoffice is being annexed. Kindly counsel the officers to use the eoffice system.

It is instructed to utilise the e-office to make the file system more transparent and avoid the stationary expenses. ERP is soon to be rolled out in entire TANGEDCO & TANTRANSCO. The training through 'Train the Trainer' is programmed for all regions and training for e-office will also be part of the given training. Hence, Chief Engineers and Superintending Engineers are hereby instructed to issue suitable instruction to the officers concerned to utilize e-office and submit files only through the same.

Encl: List of users yet to use e-office.

-/Sd/- dt 12.01.2021
Joint Managing Director
TANGEDCO / TANTRANSCO

List of Users yet to utilise eoffice

User	Full Name	User Created date
51010014	AEE1/E/COMM2	22.07.2020
51020006	AEE2/E/DSM	23.07.2020
51020013	AEE2/E/ECC	23.07.2020
51030020	AEE/E/OA	24.07.2020
51030023	AEE-1/MTCE	24.07.2020
51030049	AEE/RAPDRP1	22.07.2020
51030050	AE/E/RAPDRP1	22.07.2020
51030054	AE2/RAPDRP2	22.07.2020
51030056	AEE1/LT	22.07.2020
51030065	AEE2/LT	22.07.2020
51030067	AEE3/LT	22.07.2020
51030069	AEE5/E/IT	22.07.2020
51030092	AEE2/CC/ITC	24.07.2020
51030099	EE/SYSADMIN	24.07.2020
51030112	AEE/VIDEO CONFERENCING	16.12.2020
51040002	EA to CE/MM	14.07.2020
51040039	EE/E/INSP	23.07.2020
51040040	AEE1/INSP	22.07.2020
51040041	AEE2/INSP	22.07.2020
51040042	AEE3/INSP	22.07.2020
51040043	ACCOUNTS OFFICER/SE/MM-1	06.11.2020
51050021	AEE1/E/GP-II	22.07.2020
51050022	AEE2/E/GP-II	22.07.2020
51050057	AEE2/E/REC	22.07.2020
51050066	AEE3/E/PC-I	22.07.2020
51060008	AEE2/RAPDRP1	23.07.2020
51060015	AO/RAPDRP1	05.08.2020
51070035	AEE1/M/T.PUR1	23.07.2020
51080028	AEE2/M/GTS	23.07.2020
51090005	AE1/M/MINES	23.07.2020
51100019	AEE1/DIV2	23.07.2020
51100020	AEE2/DIV2	23.07.2020
51100025	FC/CH	23.07.2020
51100026	AO/CH	23.07.2020
51100027	AAO1/CH	23.07.2020
51100045	AEE1/DIV3	23.07.2020
51100051	AO/MCOAL	23.07.2020
51110010	AEE4/HYDRO	23.07.2020
51110026	AEE/E/IMPORT	23.07.2020
51110048	AEE/M/RMU	23.07.2020
51110049	AEE/EXHIBIT	23.07.2020
51120006	APO/UNIT-1V	23.07.2020

51120035	AEE2/CIVIL-1	23.07.2020
51120038	AEE4/CIVIL-1	23.07.2020
51120047	AEE1/CIVIL-2	23.07.2020
51120051	AEE4/CIVIL-2	23.07.2020
51120052	AEE5/CIVIL-2	23.07.2020
51120053	AEE6/CIVIL-2	23.07.2020
51120057	AEE1/C/PCC-1	23.07.2020
51120066	AEE3/C/PCC-1	23.07.2020
51120067	AEE3/C/DS2	23.07.2020
51120086	AEE1/C/DS2	23.07.2020
51120098	AEE2/C/CD&HP	23.07.2020
51120099	AEE3/C/CD&HP	23.07.2020
51120101	AEE5/C/CD&HP	23.07.2020
51120143	EE/C/TVELI	23.07.2020
51120144	AEE/I/THENI	23.07.2020
51120145	AEE/I/TVELI	23.07.2020
51120160	EE/C/SALEM	23.07.2020
51120161	EE/C/OOTY	23.07.2020
51120162	AEE/I/SALEM	23.07.2020
51120163	AEE/I/CBE	23.07.2020
51120182	AEE3/C/DS1	18.08.2020
51120183	EE/DAM SAFTEY-3 HQ	28.12.2020
51120184	AEE1/C/DIV 3	28.12.2020
51130031	APO/NCES	23.07.2020
51140036	DGM/HRD	23.07.2020
51140038	AEE/EXAMCELL	23.07.2020
51140056	DGM/STC	23.07.2020
51140057	SM1/ELE/STC	23.07.2020
51140058	SM2/ELE/STC	23.07.2020
51140059	SM3/ELE/STC	23.07.2020
51140060	SM4/MECH/STC	23.07.2020
51140072	DGM/TTI/NCTPS	23.07.2020
51140073	SM1/ELE/TTI	23.07.2020
51140074	SM2/ELE/TTI	23.07.2020
51140075	SM/MECH/TTI	23.07.2020
51140085	DGM/MADURAI	23.07.2020
51140086	SM1/E/MDU	23.07.2020
51140087	SM2/E/MDU	23.07.2020
51140088	SM3/E/MDU	23.07.2020
51140089	SM4/E/MDU	23.07.2020
51140097	DGM/KKLMEDU	23.07.2020
51140098	SM/E/KKLMEDU	23.07.2020
51140099	SM/M/KKLMEDU	23.07.2020
51140100	SM/C/KKLMEDU	23.07.2020
51150002	EA to CE/PPP	14.07.2020

51151011	AEE1/CPP	23.07.2020
51160010	AEE1/E/DIV-1/T&HP	23.12.2020
51160011	AEE2/E/DIV-1/T&HP	23.12.2020
51160019	AE1/E/DIV-2	30.07.2020
51160020	AE2/E/DIV-2	30.07.2020
51160071	EE2/C/TP	24.07.2020
51160083	EE4/C/TP	24.07.2020
51160086	EE5/C/TP	24.07.2020
51160107	EE4/C/P&E	24.07.2020
51160109	EE5/C/P&E	24.07.2020
51160110	EE6/C/P&E	24.07.2020
51160112	EE1/E/MP-I	24.07.2020
51160115	EE2/M/MP-I	24.07.2020
51160117	AEE1/E/DIV-1	05.08.2020
51160118	AEE3/E/DIV-2	05.08.2020
51160122	AEE1/M/DIV-2	05.08.2020
51170002	EA to CE/PROJECTS -II	14.07.2020
51170006	SE/CUDANGUDI	24.07.2020
51180066	APO/HQS	23.07.2020
51180119	APO/ADVANCE	23.07.2020
51180143	APO/COLLSTAF	23.07.2020
51180149	SENIOR PERSONNEL OFFICER/INSPECTION	14.07.2020
51180155	PO/TECH	23.07.2020
51180160	APO/TAMILDEV	23.07.2020
51180165	APO/ANOMALY1	23.07.2020
51180171	APO/ANOMALY2	23.07.2020
51180205	APO/PANEL_NT	23.07.2020
51180210	CHIEF MEDICAL OFFICER/DISPENSARY HQ	14.07.2020
51210001	CE/COIMBATORE	19.08.2020
51240001	CE/TIRUNELVELI	19.08.2020
51260001	CE/D/VELLORE	14.08.2020
51260006	EE/E/RO/VLR	14.08.2020
51260007	AEE/MM/RO/VLR	14.08.2020
51260011	AEE/GEN	14.08.2020
51260012	AEE/PLG	14.08.2020
51260013	AEE/S/COMP	14.08.2020
51260017	EE/RAPDRP	14.08.2020
51260018	AEE/RAPDRP	14.08.2020
51260020	EE/CIVIL	14.08.2020
51260021	AEE/CIVIL	14.08.2020
51260048	AEE1/E/SD	14.08.2020
51260049	AEE2/E/SD	14.08.2020
51260052	AEE/C/SD	14.08.2020
51280002	US/VIGIL-I	24.07.2020
51280003	SO-1/B3	31.07.2020

51280006	SO-1/B2	31.07.2020
51280009	SO-1/B4	31.07.2020
51280012	SO-1/B10	31.07.2020
51280016	SO-1/B1	31.07.2020
51280019	SO-1/B9	31.07.2020
51280022	US/VIGIL-III	24.07.2020
51280023	SO-1/B5	31.07.2020
51280026	SO-1/B6	31.07.2020
51280029	SO-1/B11	31.07.2020
51280033	SO-1/B13	31.07.2020
51280038	SO-2/B13	31.07.2020
51280393	VO/CHENNAI	24.07.2020
51290005	AAO/EST	23.07.2020
51290044	AAO/CASH	23.07.2020
51290056	AO2/CP	23.07.2020
51290057	AO3/CP	23.07.2020
51290068	AO/RESOURCES	23.07.2020
51290082	AO1/WORKS	23.07.2020
51290087	AAO4/WORKS	23.07.2020
51290088	AAO5/WORKS	23.07.2020
51290103	AO/BR	23.07.2020
51290104	AAO/BR	23.07.2020
51290113	CSO-2	23.07.2020
51290139	AO/BUDGET	23.07.2020
51300005	AO1/REVENUE1	23.07.2020
51300007	AAO1/REV1	23.07.2020
51300014	DFC/REVENUE2	23.07.2020
51300022	AAO1/CGP	23.07.2020
51300023	AAO2/CGP	23.07.2020
51300024	AAO3/CGP	23.07.2020
51310002	EA TO CFC/REGULATORY CE	14.07.2020
51310007	AEE2/E/RC	23.07.2020
51310008	AO/RC	23.07.2020
51310015	AEE/M/CERC	23.07.2020
51310016	AAO/CERC	23.07.2020
51320006	SO/A4	31.07.2020
51320009	SO/A36	31.07.2020
51320065	SO/A12	31.07.2020
51320084	US/O&M-II	24.07.2020
51320085	SO/A24	31.07.2020
51320088	SO/A25	31.07.2020
51320098	DS/TRANSO	24.07.2020
51320100	SO/TRANSCO	31.07.2020
51320101	DDS	24.07.2020
51320109	RM/NEW DELHI	18.08.2020

51340018	IAO/CLAIMS	02.08.2020
51340038	IAO/PRE-AUDIT	02.08.2020
51340053	IAO/CAP /PPP	02.08.2020
51340058	IAO/PUC	02.08.2020
51340063	IAO/COAL & PURCHASE	02.08.2020
51340100	IAO/PENSION 1	02.08.2020
51340109	IAO/PENSION 2	02.08.2020
51340115	IAO/PENSION 3	02.08.2020
51340124	IAO/PENSION 4	02.08.2020
51340127	IAO/PENSION 5	02.08.2020
51340132	IAO/PENSION 6	02.08.2020
51340149	DCIAO/NCTPS1	23.07.2020
51340153	DCIAO/NCTPS2	23.07.2020
51340157	DCIAO/MM	23.07.2020
51340161	DCIAO/MTPS1	23.07.2020
51340165	DCIAO/MTPS2	23.07.2020
51340169	DCIAO/TTPS	23.07.2020
51340174	DCIAO/TANTRA	23.07.2020
51340177	DCIAO/GCCCHN	23.07.2020
51340181	DCIAO/GCCTRY	23.07.2020
51340185	DCIAO/GCCS	23.07.2020
51340189	DCIAO/GCCMDU	23.07.2020
51340193	DCIAO/GCCCBE	23.07.2020
51340197	SDCIAO/APPR	23.07.2020
51340198	DCIAO/VLR	23.07.2020
51340199	IAO-1/VELLORE	02.08.2020
51340221	DCIAO/ERODE	23.07.2020
51340222	IAO-1/ERODE	02.08.2020
51340223	IAO-2/ERODE	02.08.2020
51340248	DCIAO/CBE	23.07.2020
51340249	IAO-1/COIMBATORE	02.08.2020
51340250	IAO-2/COIMBATORE	02.08.2020
51340275	DCIAO/TVL	23.07.2020
51340276	IAO-1/TIRUNELVELI	02.08.2020
51340277	IAO-2/TIRUNELVELI	02.08.2020
51340302	DCIAO/MDU	23.07.2020
51340303	IAO-1/MADURAI	02.08.2020
51340304	IAO-2/MADURAI	02.08.2020
51340329	DCIAO/TRICHY	23.07.2020
51340330	IAO-1/TRICHY	02.08.2020
51340331	IAO-2/TRICHY	02.08.2020
51340356	DCIAO/VPM	23.07.2020
51340357	IAO-1/VILLUPURAM	02.08.2020
51340358	IAO-2/VILLUPURAM	02.08.2020
51340380	DCIAO/CHNN	23.07.2020

51340381	IAO-1/CHN NORTH	02.08.2020
51340382	IAO-2/CHN NORTH	02.08.2020
51340403	DCIAO/CHNS	23.07.2020
51340404	IAO-1/CHN SOUTH	02.08.2020
51340405	IAO-2/CHN SOUTH	02.08.2020
52080001	SE/COIMBATORE NORTH EDC	19.08.2020
52090001	SE/COIMBATORE SOUTH EDC	19.08.2020
52100001	SE/COIMBATORE METRO EDC	19.08.2020
52110001	SE/UDUMALPET EDC	19.08.2020
52111154	AEE/ONDIPUDR	23.12.2020
52130001	SE/NILGIRIS EDC	19.08.2020
52140001	SE/PALLADAM EDC	19.08.2020
52160001	SE/GOPI EDC	19.08.2020
52170001	SE/METTUR EDC	19.08.2020
52190001	SE/SALEM EDC	19.08.2020
52230001	SE/THENI EDC	19.08.2020
52260001	SE/TUTICORIN EDC	19.08.2020
52270001	SE/TIRUNELVELI EDC	19.08.2020
52280001	SE/KANYAKUMARI EDC	19.08.2020
52290001	SE/VIRUDHU NAGAR EDC	19.08.2020
52300001	SE/PERAMBALUR EDC	19.08.2020
52310001	SE/TRICHY METRO EDC	19.08.2020
52330001	SE/THANJAVUR EDC	19.08.2020
52340001	SE/NAGAPATTINAM EDC	19.08.2020
52360001	SE/THIRUVARUR EDC	19.08.2020
52370001	SE/DHARMAPURI	14.08.2020
52370002	EE/GEN/DPI	14.08.2020
52370003	AEE/DEV/DPI	14.08.2020
52370016	AEE/MM/DPI	14.08.2020
52370019	MGR/IS/DPI	14.08.2020
52370026	AEE/C/DPI	14.08.2020
52370047	AEE/R/DPI	14.08.2020
52370126	EE/O&M/DPI	14.08.2020
52370763	EE/KADATHUR	14.08.2020
52371151	EE/HARUR	14.08.2020
52371618	EE/PALACODE	14.08.2020
52372097	EE/MRT/DPI	14.08.2020
52380001	SE/KGIRI	14.08.2020
52380002	EE/GEN/KGIRI	14.08.2020
52380003	AEE/DEV/KGIRI	14.08.2020
52380009	AEE/GEN/KGIRI	14.08.2020
52380013	AEE/MM/KGIRI	14.08.2020
52380016	AEE/R-APDRP/KGIRI	14.08.2020
52380023	SM/KGIRI	14.08.2020
52380068	EE/MRT/KGIRI	14.08.2020

52380069	AEE/MRT	14.08.2020
52380083	AEE /S.M/KRG	14.08.2020
52380092	EE/C/PNSDAM	14.08.2020
52380100	EE/O&M/HOSUR	14.08.2020
52380577	EE/POCHAMPALLY	14.08.2020
52380907	EE/KRISHNAGIRI	14.08.2020
52390001	SE/VLR/EDC	14.08.2020
52390002	EE/GEN/VLR	14.08.2020
52390003	AEE/DEV/VLR	14.08.2020
52390012	AEE/MM/VLR	14.08.2020
52390020	AEE/GEN/VLR	14.08.2020
52390030	AEE/C/VLR	14.08.2020
52390074	MGR/VLR	14.08.2020
52390077	EE/MRT/VLR	14.08.2020
52390078	AEE/MRT/VLR	14.08.2020
52390096	AEE/SPL/VLR	14.08.2020
52390129	AEE/RAPDRP/VLR	14.08.2020
52390272	EE/VELLORE	14.08.2020
52390755	EE/KATPADI	14.08.2020
52391180	EE/ARCOT	14.08.2020
52391620	EE/RANIPET	14.08.2020
52392052	EE/SHOLINGUR	14.08.2020
52392398	EE/ARAKKONAM	14.08.2020
52400001	SE/TIRUPATTUR	14.08.2020
52400002	EE/GEN/TPT	14.08.2020
52400003	AEE/DEV/TPT	14.08.2020
52400012	AEE/MM/TPT	14.08.2020
52400024	AEE/GEN/TPT	14.08.2020
52400032	AEE/CIVIL/TPT	14.08.2020
52400041	AEE/RAPDRP/TPT	14.08.2020
52400043	AEE/COMP/TPT	14.08.2020
52400182	EE/MRT/TPT	14.08.2020
52400185	AEE/MRT/TPT	14.08.2020
52400201	AEE/SPL/TPT	14.08.2020
52400231	EE/TIRUPATTUR	14.08.2020
52400861	EE/VANIYAMBADI	14.08.2020
52401471	EE/PALLIKONDA	14.08.2020
52401978	EE/GUDIYATHAM	14.08.2020
52410001	SE/TIRUVANNAMALAI EDC	19.08.2020
52420001	SE/VILLUPURAM EDC	19.08.2020
52430001	SE/KALLAKURICHI EDC	19.08.2020
52440001	SE/CUDDALORE EDC	19.08.2020
52450001	SE/CDC	19.08.2020
54020001	CE/TTPS	27.08.2020
54030001	CE/MTPS-1	24.11.2020

54040001	CE/NCTPS-I	24.11.2020
54060001	CE/NCTPS II	27.08.2020
54060002	SE/ES/NCTPS-II	27.08.2020
54060003	SE/O/NCTPS-II	27.08.2020
54060004	SE/M-I/NCTPS-II	27.08.2020
54060005	SE/M-II/NCTPS-II	27.08.2020
54060006	SE/P&A/NCTPS-II	27.08.2020
54060007	SE/CIVIL MAINTENANCE/NCTPS- II	27.08.2020
54070001	CE/UPPUR PROJECT	27.08.2020
54080001	CE/NCTPS III PROJECT	27.08.2020
54090001	CE/ENNORE SEZ	27.08.2020
54110001	CE/UDANGUDI PROJECT	27.08.2020
56010002	AEE/NCES/TIRUNELVELI	21.09.2020
56010051	EE/WFP/MUPPANDAL	21.09.2020
56020002	AEE/NCES/UDUMALPET	21.09.2020
60000009	EA TO DIRECTOR FINANCE/TANTRANSCO	14.07.2020
61020007	EA/D/P&C/CHN	19.10.2020
61020020	AEE-4/DESIGN/P&C	19.10.2020
61020023	EE/EPC-IV/P&C	19.10.2020
61020045	EE/EPC-III/P&C	19.10.2020
61020046	AEE-7/DESIGN/P&C	19.10.2020
61020047	AEE-8/DESIGN/P&C	19.10.2020
61020048	EE/EPC-V/P&C	19.10.2020
61020049	AEE-9/DESIGN/P&C	19.10.2020
61020050	EE/EPC-VI/P&C	19.10.2020
61020051	AEE-10/DESIGN/P&C	19.10.2020
61020053	AEE-11/DESIGN/P&C	19.10.2020
61030011	AEE2/E/TSM	23.07.2020
61030015	AE/E/WORKS	23.07.2020
61030017	EE/E/INSP	23.07.2020
61030018	AEE1/E/INSP	23.07.2020
61030019	AEE2/E/INSP	23.07.2020
61030023	PO/UNIT-V	23.07.2020
61030077	AEE1/E/CONDMN	23.07.2020
61040002	EA TO CE/C/TRANSMISSION	14.07.2020
61040004	AEE1/C1/EE1	23.07.2020
61040005	AEE2/C1/EE1	23.07.2020
61040010	AEE1/C1/EE3	23.07.2020
61040011	AEE2/C1/EE3	23.07.2020
61040014	AEE1/C1/EE4	23.07.2020
61040022	AEE2/C2/EE1	23.07.2020
61040027	AEE2/C2/EE2	23.07.2020
61040030	AEE2/C2/EE3	23.07.2020
61050001	CE/TRANSMISSION PROJECTS-I/C	14.07.2020
61050001	CE/TRANSMISSION PROJECTS-I/C	14.07.2020

61050002	EA to CE/TP-I	14.07.2020
61060001	CE/TRANSMISSION PROJECTS-II/TRICHY	14.07.2020
61060001	CE/TRANSMISSION PROJECTS-II/TRICHY	14.07.2020
61060002	EA TO CE/TP-II/TRICHY	14.07.2020
61070002	EA to CE/SYSTEM OPERATION	14.07.2020
61080001	CE/SYSTEM OPERATION/TRICHY	14.07.2020
61080002	EA to CE/SYSTEM OPERATION/TRICHY	14.07.2020
61090051	AAO/CASH/TANTRANSCO	26.08.2020
62010001	SE/GCC-I/CHN	27.08.2020
62020001	SE/GCC/TRICHY	27.08.2020
62030001	SE/GCC/MADURAI	27.08.2020
62040001	SE/GCC/SALEM	27.08.2020
62050001	SE/GCC/COIMBATORE	27.08.2020
62070001	SE/CDC-I/CHN	27.08.2020
62080001	SE/CDC-II/CHN	27.08.2020
64040001	SE/P&C/FIELD/CHN	19.10.2020