



## KERALA STATE ELECTRICITY BOARD LIMITED

Office of the Director (Distribution, IT & HRM)

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CIN : U40100KL2011SGC027424

EB7/Gnl/GT/Incumbency/2020/16

Dated: 12.02.2020.

### **NOTE TO ALL ARU HEADS, KSEB LTD.**

Sub:- General Transfer 2020 - Incumbency certification - pending in certain ARUs - Final direction - conveying of - Reg.

- Ref:-
1. Note No.EB7/Gnl/GT-2020/Domicile change/01 dated 25.11.2019 of the CE(HRM) to all ARU Heads.
  2. Note No.EB7/Gnl./GT-2020/Incumbency/2020 dated 10.01.2020 of the CE(HRM) to all ARU Heads.
  3. Note No.EB7/Gnl./GT-2020/Incumbency/2020 dated 20.01.2020 of the CE(HRM) to all ARU Heads.
  4. Note No.EB7/Gnl./GT/Incumbency/2020/12 dated 29.01.2020 of the CE(HRM) to all ARU Heads.

Several instructions, vide reference cited, had already been given to the ARU Heads by the Chief Engineer(HRM) to update and certify the incumbency of the employees for the purpose of General Transfer 2020. But, even after the elapse of more than two months incumbency certification is pending in certain ARUs. Hence, as a last chance, all ARU Heads are hereby directed to complete the incumbency certification of all employees on or before 5 p.m. on 13.02.2020. The ARU Head concerned shall be held personally responsible for any laxity in this regard.

Sd/-  
DIRECTOR  
(Distribution, IT & HRM)