

1702/PT/118  
10/7/13



**INDRAPRASTHA POWER GENERATION COMPANY LIMITED  
&  
PRAGATI POWER CORPORATION LIMITED**  
(Govt. of N.C.T. of Delhi Undertaking)  
Corporate Office: "HIMADRI" Rajghat Power House Complex,  
New Delhi-110002

Ref. No. GM (Safety/HR)/2013-2014/ 76

Dated: 4<sup>th</sup> July 2013  
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**Circular**

All the Sectional Heads/Heads of department are hereby requested to download their MTNL's telephone bills in future from the website of MTNL and send it, after verification, to the office of Dy. Manager (Finance) Works—Rajghat Power House at least 10 days before the due dates as intimated by Finance Department.

As the undersigned has come to know that 22 nos. Modems of PPS-I have already been surrendered to MTNL office in the month of December 2012. But still the charges of Modems are being shown in the telephone bills.

If any bill after verification not received timely in the Finance Office, the same will be disconnected and the responsibility of the same will lie on the Concerned Department. Moreover, the under noted details may be sent in the office of undersigned for proper record of MTNL phones **on or before 20.07.2013.**

S.No.	Department	Telephone No.	Whether Internet Yes/No	Fax No.

(G.P. Kumawat)  
GM (Safety/HR)

CC: All Sectional Heads/Heads of Department.

Managers (IT) - For download on website of company

11/7/2013

AGM (IT)

Sh. Pradeep, DM (IT)