



HVPN POWER TRAINING INSTITUTE

Director Principal HPTI,
HPTI Complex, Sec-26, Panchkula
E-mail: hptipanchkula@gmail.com

To

1. The Managing Director,
HVPNL, Shakti Bhawan,
Panchkula.
2. The Chairman-cum- Managing Director,
UHBVNL/ DHBVNL, Panchkula.
3. The Managing Director,
DHBVN, Hisar.
4. The Managing Director,
HPGCL, Urja Bhawan,
Panchkula

Memo No.Ch-3/HPTI-290

Dated: 3/1/17

Sub: Registration of candidates willing to appear in Departmental Accounts Examination.

HPTI is conducting Departmental Accounts Examination of all the cadres of officers/officials of HPU through UIAMS, Punjab University, Chandigarh as per the provisions of MoU signed between HPTI and Punjab University on 05.08.2013.

In this context, it is brought out that Schedule for conducting Departmental Accounts Examination for the year 2017 has already been notified vide office order No. 151/HPTI-261 Dated 02.09.2016. Punjab University authorities during discussions suggested that registration Nos. be issued to all the candidates willing to appear in Departmental Account Examination by HPTI.

As such, a Performa of Application form (Annexure-A) along with Registration certificate (Annexure-B) is being forwarded with a request to direct the concerned office for arranging application forms for registration of the eligible candidates who intend to appear in Departmental Accounts Examination. The particulars given by the candidates in his/her application form be verified from their service record by the competent authority CE (Administration), CAO working under your Power Utility. The application forms complete in all respect of eligible candidates may kindly be sent to this office through Cadre Controlling Authority, latest by 15.01.2017, so as to enable this office to issue Registration No. to the candidates well before the next exam.

This issues with the approval of President HPTI-cum-MD, HVPNL.

DA:-as above (2 sheets)

Vice Principal
HPTI Panchkula

Copy to:

1. CE /CGM / Admn., HVPNL/ HPGCL UHBVNL/ DHBVNL.
2. CAO/Controller Of Exams HVPNL/ HPGCL/ UHBVNL/ DHBVNL.
3. SPS to President HPTI -cum- MD HVPNL, for kind information of President HPTI -cum- MD HVPNL, Panchkula.
4. SPS to CMD UHBVNL & DHBVNL, for kind information of CMD UHBVNL & DHBVNL Panchkula.
5. SPS to MD HPGCL, for kind information of MD HPGCL, Panchkula.
6. SPS to MD DHBVNL, for kind information of MD DHBVNL Hisar.
7. Xen ITMS HVPNL Pbl with request to host the same on HVPNL website.

DA As above.

Haryana Power Utilities

APPLICATION FOR REGISTRATION IN HPTI FOR DEPARTMENTAL ACCOUNTS EXAMINATION.

1.	a) Full Name of the candidate (In Block letters)		Recent Passport Size Photograph		
	b) Designation				
	c) Office Address				
	d) Mobile No. (Personal)				
	e) Telephone No.(Office)				
	f) E-mail ID (Personal)				
2.	Date of Birth				
3.	Father's Name				
4.	Date of joining the Nigam on regular basis with name of post				
5.	Post in which officiating at present & date from which officiating.				
6.	Name of office/Company in which employed				
7.	Name of Divn./Orgn./Company				
8.	a. Numbers of attempts/chance of examination availed by the candidates so far.				
	b. Month, Year and Roll No. of candidate, which he/she mentioned in Col- 8 (a)				
9.	Paper exempted if any (enclosed the photocopy of result vide which the candidate obtain exemption.	Month & Year of examination	Roll No.	Paper exempted	
10.	Remaining Papers in which the applicant wants to appear.				

Note: - Candidates are advised to furnish the information complete in all respect. Information particularly at serial no. 8 & 9, w.r.t. exemptions claimed, is required to be supported with previous result's complete documentary evidence. In case of wrong information supplied by the candidate departmental action as deemed fit will be initiated by respective Power Utility.

I Certified that the information furnished above is correct.

Signature of the applicant

Endst. No.

Dated:-.....

Forwarded in original to the **Vice Principal HPTI, Sec-26 Panchkula (through Carder Controlling Authority)** for further necessary action. It is certified that Sh./ Smt..... is working in(Power Utility) and the particulars filled up in the application form have been certified from his/her service book. His/Her name is recommended for issue of **REGISTRATION Number** for appearing the examination being an eligible candidate as per Regulations/Instructions.

Signature with office seal
(Carder Controlling Authority)

Haryana Power UtilitiesREGISTRATION NUMBER FOR DEPARTMENTAL ACCOUNTS EXAMINATION

1.	Full Name of the candidate		Recent Passport Size Photograph	
2.	i. Company in which employed			
	ii. Name of office			
3.	Designation			
4.	Date of Birth			
5.	Father's Name			
6.	Date of joining the Nigam on regular basis with name of post			
7.	Paper exempted	Paper exempted	Roll No.	Month & Year of examination

Vice Principal
HPTI Panchkula