



**SOUTHERN POWER DISTRIBUTION COMPANY OF A.P.LIMITED
CORPORATE OFFICE::TIRUPATI**

Memo.No.CGM (HRD)/GM(HR-I)/DGM(ADM & PANELS)/PO (P)/A3/D.No.164/24, Dt.04.04.2024.

Sub: -Estt – APSPDCL – TPT – Implementation of Annual Appraisal Reports through online in SAP – Certain instructions- Issued.

**Ref: Memo.No.CGM/HRD/JS(HR)/GM(P)/DGM(P)/PO(P)/A3/D.No.85/23,
dt:16.02.2023.**

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In the above reference the CGMs/GMs/SEs of Corporate Office and SEs/Opn are requested to send the AARs of Technical, Accounts & P&G employees from the Reporting Officers concerned through online programme developed in SAP from 01.04.2022 to 31.03.2023.

2. After obeying the above instructions of Corporate Office/Tirupati, all the Reporting Officers are strictly submitted the AARs through online from 01.04.2022 to 31.03.2023 to the Corporate Office which seems appreciable .

3. In view of the above, all the GMs/SEs of Corporate Office and SEs/Opn are once again requested to send the AARs of Technical, Accounts & P&G employees through online w.e.f. **01.04.2023 to 31.03.2024** on or before **29-04-2024** without inviting further reminders.

4. The receipt of the memo shall be acknowledged.

**J.RAMANA DEVI
CHIEF GENERAL MANAGER/HRD**

To

All the General Managers/Superintending Engineers/APSPDCL/Corporate Office/Tirupati
The Superintending Engineers/Operations/APSPDCL/Tirupati,Nellore,Kadapa,Anantapur & Kurnool
The Executive Engineers/APSPDCL/Opn./MRT/Transformers/Construction/DPE
All the Deputy General Managers/APSPDCL/Corporate Office/Tirupati
The Senior Account Officers/APSPDCL/Corporate Office & Operation Circles
The Deputy Executive Engineers/APSPDCL/ Corporate Office & Operation Circles
The Accounts Officers/APSPDCL/ Corporate Office & Operation Circles
The Assistant Accounts Officers/APSPDCL/ Corporate Office & Operation Circles
The Personnel Officer/APSPDCL/ Corporate Office & Operation Circles

Copy to:

All the Chief General Managers/APSPDCL/Corporate Office/Tirupati- **with request to send AARS for the employees working under their control through online.**

The General Manager/IT&SAP/Corporate Office/APSPDCL/Tirupati
P.S. to Chairman & Managing Director/APSPDCL/Tirupati.
P.A. to Director/Technical &HRD/APSPDCL/Tirupati
P.A. to Director/Finance/APSPDCL/Tirupati
P.A. to Director/Projects/APSPDCL/Tirupati
Stock file.

// FORWARDED:: BY ORDER //


PERSONNEL OFFICER