

**KORADI TRAINING CENTRE**

**(Integrated Management System Certified)**

Tel. : 07109 - 263850 (0)

ISO 9001: 2015, ISO 14001:2015  
ISO 45001: 2018, ISO 50001:2018  
Office of :The Chief Engineer (Trg.)  
Koradi Training Centre,  
Koradi, Nagpur- 441111.

WEB SITE : www.ktcmahagenco.com

(1) E-mail : cgmktc@mahagenco.in

2) E-mail : ktc@mahagenco.in

Ref. NO.: CE (Trg.)/KTC/Exam Cell/9<sup>th</sup> L A E/

**CIRCULAR**

Date: - **18 SEP 2024**

**Sub.:** - Roll No. of Mahagenco, 9<sup>th</sup> Lower Account Exam. to be held on dt. 21.09.2024 to 22.09.2024.

**Ref.:** 1) T.O. Circular No. CE (Trg.)/KTC/Admin/Exam Cell/Time Table/No. 0745  
Dt.16.07.2024.

2) H.O. letter No. क्र. म.ग. वि. नि. कं. म. / माम-२ / का. टि. / ९८/09431 Dtd.: 10.09.2024

In connection to the circular under reference and as per approval accorded by the Chief General Manager (HR) H. O. Mumbai, 9<sup>th</sup> Lower Account Examination is scheduled on dt. 21.09.2024 to 22.09.2024 at Koradi Training Center, Koradi.

Examination Centre Place	Authority Conducting the Exam
Koradi Training Centre, Chindwara Road, Koradi - 441111, Distt- Nagpur. Contact NO. 840889456	The Chief Engineer (TRG.) Koradi Training Centre, Chindwara Road, Koradi- 441111, Distt-Nagpur

9<sup>th</sup> Lower Account Examination (Mahagenco)

Date of Exam	Time of Exam	Subject / Topic	Paper No
21.09.2024	14.00 to 17.00	Establishment Matters and Precise Writing (With Books) (100 Marks)	1
22.09.2024	10.00 to 13.00	Office Procedure, Consumer Bill & C. P. F. Regulations (With Books) (100 Marks)	2
22.09.2024	14.00 to 17.00	Book Keeping & Elementary Costing (Without Books) (100 Marks)	3

The list of Roll Nos. allotted to the examinees is available on the Website of the MSPGCL. [https:// www.mahagenco.in](https://www.mahagenco.in). All the concerned may please take note of the above information to avoid telegrams, telephones for making enquiries of Roll Nos. & Centre. There will be No change in the Roll Nos. allotted here in after.

All examinees should bring their "Letter of cognizance" in two copies for appearing to the examination and Identity card issue by the office. Without above documents examinees will not be allowed to appear for the examination.

- Use of mobile phones are not allowed during the examination.
- The examinees should not write anything on question paper.
- The examinees should write their correct Roll No. on answer sheet.
- Any act of misconduct during the examination will be viewed seriously.

Encl: - As above

**Chief Engineer (Trg.)**  
**KTC: MSPGCL: Koradi**

**KORADI TRAINING CENTRE**

**(Integrated Management System Certified)**

Tel. : 07109 - 263850 (0)

ISO 9001: 2015, ISO 14001:2015  
ISO 45001 2018, ISO 50001:2018  
Office of :The Chief Engineer (Trg.)  
Koradi Training Centre,  
Koradi, Nagpur- 441111.

WEB SITE : www.ktcmahagenco.com

(1) E-mail : cgmktc@mahagenco.in

2) E-mail : ktc@mahagenco.in

**MAHARASHTRA STATE POWER GENERATION CO.LTD.**

**ROLL NOS. OF THE CANDIDATES APPEARING FOR**

**9<sup>th</sup> Lower Account EXAMINATION**

**TO BE HELD ON Dt. 21.09.2024 to 22.09.2024**

**INSTRUCTIONS:**

1. A Specimen format of Letter of cognizance (Hall Ticket is Attached with Roll No. List)
2. All examinees must bring their "Letter of Cognizance" and only valid 'Identity Card" of Company for appearing the examination in examination hall, unless having above documents employee will not be permitted to appear for examination.
3. After the display of Roll No. List, no further roll Nos. will be allotted at the examination Centre.
4. Candidates are advised to reach the examination Centre sufficiently early and occupy the allotted seat 30 minutes before the commencement of the examination.
5. Candidates will not be allowed to leave the examination hall during the examination period.
6. Candidates are not allowed to bring any handwritten or printed material except company prescribed books & circulars.
7. While writing the answer sheet if ink gets changed, the signature of the Supervisor must be taken on that page.
8. Misconduct and malpractice in any form could lead to disqualification of the candidate.
9. Mobile phones are strictly not allowed in the examination Hall, Possession of mobile phone Will Lead to disqualification of the candidate.
10. Candidate should not write any indicative marking on the answer book for example "Shri Ganeshai", "Hari Om" etc., any sign. If the candidate is found doing such mischief will Disqualify from the exam process and liable for disciplinary action.

Sr. No.	Roll No.	CPF No	Employee Name (Mr. / Mrs. Miss.)	Design.	Place of working	Paper for which to be appear	Remark/ Centre exam.
1.	223	02827808	Ashwini Dhyaneswar Titkare	LDC (F&A)	HO, Mumbai	1, & 2	K.T.C. Koradi
2.	224	02828766	Amol Arun Dod	LDC (F&A)	TPS, Khaperkheda	1	K.T.C. Koradi
3.	225	02827794	Surekha Ananda Patil	LDC (F&A)	HO, Mumbai	1 & 2	K.T.C. Koradi
4.	226	02827727	Arjun Sadashiv Babar	LDC (F&A)	HO, Mumbai	1, 2 & 3	K.T.C. Koradi
5.	227	02831147	Vikas Govind Naharkar	LDC (F&A)	TPS, Khaperkheda	1	K.T.C. Koradi
6.	228	02827794	Varsha Vilas Patil	LDC (F&A)	HO, Mumbai	1 & 2	K.T.C. Koradi
7.	229	02828197	Ravindra Bajirao Khot	LDC (F&A)	HPS, Pophali	1 & 2	Subject to H.O. Approval/ KTC, Koradi

  
**Chief Engineer (Trg.)**  
**KTC: MSPGCL: KORADI**



MAHARASHTRA STATE POWER GENERATION CO. LTD.  
(A GOVT. OF MAHARASHTRA UNDERTAKING)  
(CIN:U10100MH2005SGC153648)

Phone No.: 07109262737  
Email : [ktc@mahagenco.in](mailto:ktc@mahagenco.in)

Chief Engineer (Trg.),  
Koradi Training Centre, Koradi

**LETTER OF COGNIZANCE (HALL TICKET)**

This is to certify that the following employee is permitted to appear for the examination as mentioned below.

Roll No.

Candidate should paste  
his recent passport  
size photo with duly  
attested signature of  
controlling officer with  
seal at office

(Stapling of photo is  
not allowed)

Name of Employee : \_\_\_\_\_

Designation : \_\_\_\_\_

C.P.F. No. : \_\_\_\_\_

Mobile No. :1) \_\_\_\_\_

Alternative No. (if any ) :2) \_\_\_\_\_

Email ID : \_\_\_\_\_

Place of working : \_\_\_\_\_ (Name, Signature &  
Controlling Officer  
with Seal of Office)

Exam No. : \_\_\_\_\_

Examination Name : \_\_\_\_\_

Date of Examination \_\_\_\_\_ (Signature of  
Candidate)

Centre of Examination : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The candidate should bring hall ticket in duplicate one copy of the same must be handed over to the invigilator in the examination hall. Failure to do so will result in disqualification of the candidate.**

**Instructions of the Candidate:-**

- 1. All examinees must bring their “Letter of Cognizance” and valid “Identity Card” of Company fir appearing the examination in examination hall. The examinee will not be permitted to appear for examination. If above documents are not available with examinee.**
- 2. After display of Roll No. list, no further Roll Nos will be allotted at the examination Centre.**
- 3. Accommodation arrangement will be done. The Applicant should confirm the accommodation facility 07 days if exam with Exam Cell, KTC.**
- 4. Candidates are advised to reach the examination Centre sufficiently early & occupy the allotted seat 30 minutes before the commencement of the examination.**
- 5. No Candidate will be allowed to enter the hall 30 minutes after the commencement of the examination.**
- 6. Candidate will not be allowed to leave the examination hall during examination period.**
- 7. Misconduct and malpractice in any form could lead to disqualification of the candidates.**
- 8. Mobile phones are strictly not allowed in the examination hall, possession of mobile phone will lead to disqualification of candidate.**

**Candidates should not write any indicative marking on the answer book for example “Shri Ganeshai Namah”, Hari Om” etc., any sign i.e. \*, #, \$, etc. if the candidates is found doing such mischief will disqualify from the exam process & liable for disciplinary action.**