

MAHAVITARAN

Maharashtra State Electricity Distribution Co. Ltd.

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No.GAD/DC/Circular/

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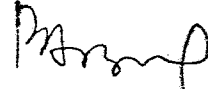
ADMINISTRATIVE CIRCULAR No. 115

Sub: Strict observance of procedure while imposing punishment of fine.

It is observed that many of the Competent Authorities are imposing fine on the employees for minor lapses summarily without giving any opportunity to the delinquent employee to defend his case.

The attention of all the concerned is invited to the procedure laid down for dealing with minor lapses as prescribed under S.R.87 (a) wherein specific provision has been made that where a fine is being imposed, the employee's explanation in writing shall normally be obtained.

Therefore, the all concerned are hereby instructed to observe the procedure meticulously in the matter of imposing punishment of fine. Any non-observance of due process on their part shall be viewed very seriously.



Managing Director

To

As per Mailing List upto the level of Division Offices.