



NO. GAD/O&M/F.No.5

**Maharashtra State Elect. Distribution Co.Ltd.**  
Estrella Batteries Expn. Building,  
Ground Floor, Plot No. 1,  
Dharavi Road, Matunga,  
**Mumbai – 400 019.**

**ADMINISTRATIVE CIRCULAR NO. 119 DATE 31.08.2007**

Sub : Change in nomenclature of the posts in Accounts & GAD cadre.

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The proposal to make change in the existing nomenclature of some posts of the Accounts & GAD cadre in MSEDCL was under consideration of the Company for some time past.

2. Now in exercise of the powers delegated vide Adm. Circular No.1 dated 29/9/2005, the Managing Director in consultation with Director(Operation) and Director(Finance) has accorded approval to change the existing nomenclature of the following posts of Accounts & GAD cadre in MSEDCL without any change in present pay scales and status attached to the said posts, as under :-

**ACCOUNTS CADRE :**

Sr. No.	Existing nomenclature of the post in English & Marathi	New nomenclature of the post in English & Marathi
1.	Jt.Chief Accounts Officer सहमुख्य लेखा अधिकारी	Manager(Finance & Accounts) व्यवस्थापक (वित्त व लेखा )
2.	Dy.Chief Accounts Officer उपमुख्य लेखा अधिकारी	Dy. Manager (Finance & Accounts) उप व्यवस्थापक (वित्त व लेखा )
3.	Accounts Officer लेखा अधिकारी	Asstt. Manager (Finance & Accounts) सहाय्यक व्यवस्थापक (वित्त व लेखा )
4.	Divisional Accountant विभागीय लेखापाल	Jr. Manager (Finance & Accounts) कनिष्ठ व्यवस्थापक (वित्त व लेखा )

**GAD CADRE :**

Sr. No.	Existing nomenclature of the post in English & Marathi	New nomenclature of the post in English & Marathi
1.	Establishment Officer आस्थापना अधिकारी	Manager (Personnel) व्यवस्थापक (क)
2.	Dy.Establishment Officer उप आस्थापना अधिकारी	Dy. Manager (Personnel) उप व्यवस्थापक (क).
3.	Asstt. Personnel Officer सहाय्यक कर्मचारीवर्ग अधिकारी	Asstt. Manager (Personnel) सहाय्यक व्यवस्थापक (क)
4.	Estt. Superintendent आस्थापना अधीक्षक	Jr. Manager (Personnel) कनिष्ठ व्यवस्थापक (क)

3. Consequently, the hierarchy of Accounts & GAD cadre officers shall be as under:-

**Accounts Cadre**

- 1) Chief General Manager (Finance & Accounts)
- 2) General Manager (Finance & Accounts)
- 3) Manager (Finance & Accounts)
- 4) Dy. Manager (Finance & Accounts)
- 5) Assistant Manager (Finance & Accounts)
- 6) Junior Manager (Finance & Accounts)

**GAD Cadre**

- 1) Chief General Manager (Personnel)
- 2) General Manager (Personnel)
- 3) Dy. General Manager (Personnel)
- 4) Manager (Personnel)
- 5) Dy. Manager (Personnel)
- 6) Assistant Manager (Personnel)
- 7) Junior Manager (Personnel)

4. The present nomenclature of the above posts in Accounts & GAD cadre wherever appearing in the Classification & Recruitment Regulations, Employees' Service Regulations, Employees' Seniority Regulations as well as other G.Os., G.S.Os. of the erstwhile MSEB shall stand replaced as above.

5. If there is more than one incumbent holding the same post in the same office, the new nomenclature shall be known according to the main functions carried out by the incumbent and the same shall be indicated in the bracket so as to facilitate specific identification.

For example-

- |      |          |   |  |
|------|----------|---|--|
| (i)  | Accounts | - | Manager (F&A- SB)<br>Manager (F&A – Budget)<br>Manager (F&A – ET) etc. |
| (ii) | GAD      | - | Manager (P-O&M)<br>Manager (P- RC)<br>Manager (P- Non.Tech/Estt.) etc. |

6. This Adm. Circular comes into force with immediate effect and shall be applicable for the above posts in MSEDCL.

  
(S.Y. Patil)

**Chief General Manager(P)**

To

All as per mailing list of MSEDCL.