

MAHARASHTRA STATE ELECTRICITY DIST. CO. LTD.

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No.GAD/DC/Revocation/

ADMINISTRATIVE CIRCULAR No.158 dated : 13/06/2008

Sub: Review of cases of employees placed under suspension in
 ACB/Criminal case and period exceeded six months.

Ref: Admn.Circular No.157 dated 02/6/2008.

Through Administrative Circular referred to above the Suspension Revocation Committee for employees in Pay Group-III (Circle Seniority) and Pay Group-IV (Division Seniority) in Head Office and field has been reconstituted. Consequent on reconstitution of Committee the cases are to be dealt with at Corporate Office instead of respective Zonal Offices.

2. As per para-5 of the aforesaid Administrative Circular the first meeting is required to be arranged immediately for the cases where period of suspension exceeded six months as on 31/3/2008 and criteria stipulated in Confidential Circular No.GAD/DAC/Circular/2724 dated 11/11/2005 & Confidential Circular No.GAD/DAC/Circular/552 dated 20/4/2006 are fulfilled.
3. In view of the above, with a view to streamline the procedure it is decided to obtain revocation proposals of employees in Pay Group-III & IV through Zonal offices.
4. As such, all the Competent Authorities for employees in Pay Group-III & IV in field offices are hereby advised that they should submit the revocation proposals to the concerned Zonal Office and the Zonal Office shall consolidate the proposal in the enclosed proforma and shall forward the same to the Manager(DC), Corporate Office alongwith the soft copy. This proposal should reach Corporate Office by 25th June, 2008.
5. Thereafter, the proposals for the quarter ending June 2008 and further quarters should be submitted by 10th of following month as explained in the aforesaid para, invariably. The proposal received after due date shall be deferred till next quarter end and for this deferment the concerned Zonal Managers shall be held responsible.
6. It may be ensured that only proposals for revocation of suspension which are recommended and where employees fulfills the criteria for reinstatement shall only be submitted to Corporate Office.

Encl.:- As above.


 Executive Director (HR)

To
 As per mailing list upto Division level.

Statement showing the details of employees who are placed under suspension on account, Zone, of ACB/Criminal Cases and whose suspension period is more than six months at the end of quarter

Sr. No.	Name, Designation and A/c CPF No. of suspended employee.	Place of working at the time of suspension and place where Head Quarter fixed after suspension	Actual date of suspension	Designation of the Officer who suspended the employee	Reasons for suspension	Period of Suspension at the end of quarter under consideration		Reference of sanction of prosecution accorded by CA	Whether chargesheet is filed by ACB /Police in criminal court.	Reference of departmental chargesheet.	If departmental proceedings completed then outcome	If departmental proceedings are not completed then present status of the departmental case.	Whether employee has challenged departmental action. If so, reference of court case and present status of court case with next date of hearing, if any.	If decided to revoke suspension place of posting in revocation recommended by the committee.	Remarks
						Year (s) 7 (a)	Month (s) 7 (b)								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	

Note :- 1) The Individual Revocation Proposals received from the concerned Competent Authority are attached herewith.
 2) The particulars in the aforesaid statement are verified and found correct.

Place :-
 Date :-

Manager (P)