



MAHAVITARAN

GAD/O&M/F.No.119

Maharashtra State Electricity Distribution Co.Ltd.

Estrella Batteries Expansion Building,

Ground Floor, Plot No. 1, Dharavi Road

Matunga, **Mumbai – 400 019.**

ADMINISTRATIVE CIRCULAR NO. 182 DATE 13 / 10 / 2008

Sub : Grant of one advance increment to the new entrant who possess the Post Graduate Degree at the time of joining the Company.

As per MSEB Employees' Service Regulation No.103(b), the Officers/ Employees of the Company who acquire Post Graduate Degree while in the service, are held eligible for one advance increment from the date of declaration of the result. On the same lines, with a view to attract professionally qualified candidates in all cadres, the issue regarding grant of one advance increment to all those employees/officers who acquired Post Graduate Degree before their joining the Company was under consideration.

2. The Managing Director in consultation with Director(Finance), Director(Operations) and Executive Director(HR) has accorded approval to grant one advance increment to all those employees/officers who acquired Post Graduate Degree from recognized University before their joining the Company. The details of the cadres and respective courses i.e. Post Graduate Degree are as under:-

Sr.No.	Cadres	Post Graduate Degree
1.	Engineers (Technical cadre)	M.E. / M.Tech. / MBA (Finance / HR)
2.	Stores cadre	MBA (Finance) / MBA (Materials Management)
3.	Finance & Accounts cadre	C.A. / ICWA / MBA (Finance)
4.	GAD / HR	MBA (HR/Personnel) / MPM / LLM
5.	I.R. cadre	M.S.W.
6.	P. R. cadre	Master of Journalism
7.	I.T. cadre	MCA / M.Tech.(IT) / MBA (IT)
8.	V.& S. cadre	LLM / MBA (Materials Management / Finance / HR)

3. The employees selected for the post where minimum required qualification is specified as Post Graduate Degree course, shall not be entitled to one advance increment.

4. The advance increment to such officers/employees shall be granted in the pay scale of the post in which they are appointed.

5. The benefit of one advance increment as mentioned above shall be granted only once in the entire service period.

6. This Administrative Circular shall come in to force with effect from 16/09/2008.

7. This Administrative Circular is available on Company's website i.e. www.mahadiscom.in.


(S. V. Patil)

Chief General Manager(P)

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