



MAHAVITARAN

GAD/O&M/F.No.5

Maharashtra State Electricity Distribution Co.Ltd.

Estrella Batteries Expansion Building,

Ground Floor, Plot No. 1, Dharavi Road

Matunga, Mumbai - 400 019.

ADMINISTRATIVE CIRCULAR NO.214 DATE 25/02/2009

Sub : Reimbursement of Mobile Phone charges to the Engineers and others working in Commercial Section, Prakashgad, Mumbai.

Considering the nature of duties of the Engineers, Assistant Manager(F/Ac), Jr.Manager(P) working in Commercial Section, Corporate Office, Mumbai, the issue regarding grant of reimbursement of Mobile Phone charges to them was under consideration.

2. The Managing Director in consultation with the Director(Operations) and Director(Finance) has accorded approval:-

- (i) to reimburse mobile phone charges upto the limit of Rs.750/- per month, upto the amount of annual ceiling of Rs.9000/- or actual whichever is less during the financial year, to the Engineers (Dy.Executive Engineers, Assistant Engineers and Junior Engineers) working in Commercial Section.
- (ii) to reimburse mobile phone charges upto the limit of Rs.500/- per month, upto the amount of annual ceiling of Rs.6000/- or actual whichever is less during the financial year, to the other Officers [Asstt.Manager(F&Ac) & Jr.Manager(P)] working in Commercial Section.

3. The cost of the mobile hand set shall be borne by the concerned Engineers/Asstt.Manager(F &Ac) and Jr.Manger(P).

4. The above Mobile Phone charges shall be including call and rental charges.

5. Only national roaming facility will be admissible.

6. They will have to notify their Mobile number to all concerned immediately.

7. SIM Card of Airtel Co. having CUG Facility as advised vide Circular No.SE/MCC/BND/Tech/4289 dt.23/11/2006 may be followed scrupulously.

8. This Administrative Circular comes into force with immediate effect.

9. This Administrative Circular is available on the website of the Company i.e. www.mahadiscom.in


(S.Y.Patil)

Chief General Manager(P)

To,

All as per mailing list of MSEDCL.