



MAHAVITARAN

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HR/O&M/F.No.9

Maharashtra State Electricity Distribution Co.Ltd.

Prakashgad, 4<sup>th</sup> Floor, Plot No.G-9,

Prof.Anant Kanekar Marg, Stn.Road, Bandra(East)

**Mumbai – 400 051.**

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Fax No. : 022-26580642

**ADMINISTRATIVE CIRCULAR NO. 363 DATED 21 / 10 / 2011**

**Sub : Payment of Exgratia for the year 2010-11.**

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To recognize the hard work and sincere efforts of the Company employees in reduction of losses and increase in collection efficiency and thereby repatriation, the issue of grant of Exgratia for the year 2010-11 was under consideration of the Company. The payment of Exgratia being common issue was discussed during the meeting of the Managing Directors of all the three Companies.

2. Now, the Managing Director, MSEDCL in consultation with Director(Finance) and Executive Director(HR) has accorded approval as under –

- (a) Payment of Exgratia of **Rs.7000/- [Rupees Seven Thousand Only]** for the year 2010-11 to all the Officers /Employees including daily rated employees who have worked during the year **2010-11**.
- (b) The Officers/Employees on deputation to MSEDCL/Engaged on contract basis/ Management Trainees, who have been recruited and working against the regular posts during financial year **2010-11**.
- (c) Payment of Exgratia of **Rs.2500/- (Rupees Two Thousand Five hundred only)** to all the Veej Sevaks who have worked during the financial year **2010-11**.

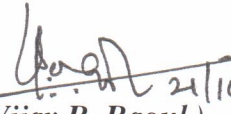
3. The employees who have worked during the part period of the financial year 2010-11 shall be eligible for Exgratia payment on pro-rata basis.

4. The payment of Exgratia is restricted to the year 2010-11 only and is not to be taken as precedent for the coming years.

5. The payment of Exgratia will be made to the Officers/Employees alongwith the salary for the month of **October 2011**. The payment of Exgratia should be drawn and paid by the office where the employees are working on the date of issue of this Circular irrespective of place of working of the employees during the financial year 2010-11. The necessary entries regarding payment of Exgratia should be made in the Service Books of the employees concerned before actually effecting payment of Exgratia.

6. The concerned drawing and disbursing Officer should send requirement of funds towards payment of Exgratia to the Manager(F&A-WM), Hongkong Bank Building, Mumbai immediately.

7. This Administrative Circular is available on the Intranet of the Company.

  
( Vijay B. Bagul )

Chief General Manager (HR)