

E-mail :cgmp@mahadiscom.in Website : www.mahadiscom.in HR/O&M/F.No.283

Maharashtra State Electricity Distribution Co.Ltd.

Prakashgad, 4th Floor, Plot No.G-9,

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

Mumbai - 400 051.

Telephone No. : 022-26475995 Fax No. : 022-26580642

ADMINISTRATIVE CIRCULAR NO. 365 DATE 25/10/2011

Sub: Grant of Higher Grade Benefit on 3rd occasion.

Read: Administrative Circular No.304 dated 28/07/2010.

As per the Memorandum of Settlement signed by the Management of MSEB Holding Co. Ltd. and Representatives of various Unions, the Higher Grade Benefit on 3rd occasion is introduced to the employees of the Company who have completed 28 years or more service as on 01/04/2008 and thereafter on the terms and conditions as laid down in G.O.74(P) dt.30/04/1974 and G.O.111(P) dt.13/05/1982. The issue of grant of Higher Grade Benefit on 3rd occasion to the Pay Gr. III & IV employees who have came on request transfer from one Circle/Division to other Circle/Division by losing their seniority was under consideration sometime in the past.

- 2. Now, the Managing Director in consultation with Director(Projects), Director(Operations) and Director(Finance) has accorded approval for grant of Higher Grade Benefit on 3rd occasion to the employees who have completed 28 years of service as on 01/04/2008 or thereafter irrespective of loss of seniority due to inter Circle/Division request transfer.
- 3. Consequently, if an employee belonging to Pay Gr.III & IV transferred on request from one Circle/Division to other Circle/Division by losing his seniority will also be held eligible for Higher Grade Benefit on 3rd occasion irrespective of whether, his senior employee of the Circle/Division have been granted the Higher Grade Benefit on 3rd occasion or otherwise, subject to fulfillment of all other terms and conditions laid down in the Adm.Cir.No.304 dt.28/07/2010.
- 4. This relaxation is applicable only for grant of Higher Grade Benefit on 3rd occasion, since this benefit is given on completion of 28 years of service.
- 5. These instructions are made applicable w.e.f. 01/04/2008.
- 6. This Administrative Circular is made available on the Intranet of the Company.

Chief General Manager(HR)

AC-FN-283-HGB-3rd occasion 25/10/2011