



**MAHAVITARAN**

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HRD/O&M/F.No.283

**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.**

Telephone No. : 022-26474211

Fax No. : 022-26580642

**ADMINISTRATIVE CIRCULAR NO. 406 DATE: 21/04/2012**

Sub : Grant of Higher Grade Benefit.

- Read: i) G.O.74(P) dt.30/04/1974 alongwith Correction Slips issued thereon from time to time.  
ii) G.O.111(P) dt.13/05/1982 alongwith Correction Slips issued thereon from time to time.  
iii) Adm.Cir.No.304 dt.28/07/2010.

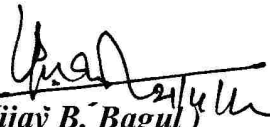
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According to the existing provisions of G.O.74(P) dt.30/04/1974, G.O.111(P) dt.13/05/1982 and Adm.Cir.No.304 dt.28/07/2010, an employee who has completed certain period of service in a given post is eligible for grant of Higher Grade Benefit on 1<sup>st</sup> & 2<sup>nd</sup> occasion and completed 3 years service in the same post without having advantage of promotion or Higher Grade Benefit on second occasion is eligible for Higher Grade Benefit on third occasion. However, if the employee has voluntarily refused to accept Higher Grade Benefit granted to him for any of the reasons, he is debarred permanently from the said as well as future benefits. The issue of grant of Higher Grade Benefit to such employees 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 as under –

If an employee has been granted Higher Grade Benefit on 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> occasion under the provisions of G.O.74(P) dt.30/04/1974 or G.O.111(P) dt.13/05/1982 or Adm.Cir.No.304 dt.28/07/2010 and voluntarily refused to accept the said benefit for any of the reasons and again requested to grant the said benefit, he shall be granted the Higher Grade Benefit for the said occasion after completion of two years from the date of refusal of the said Higher Grade Benefit or from the date of application for grant of the refused Higher Grade Benefit whichever is later.

3. The Authority which is competent to sanction the said refused Higher Grade Benefit will be the Competent Authority to re-sanction the said Higher Grade Benefit.
4. The other terms and conditions laid down in G.O.74(P) dt.30/04/1974, G.O.111(P) dated 13/05/1982 and Adm.Cir.No.304 dt.28/07/2010 alongwith corrections/clarifications issued thereon from time to time shall remain unchanged and equally applicable as hitherto before.
5. The above instructions shall come into force from the date of issue of this Administrative Circular. The applications already received in this regard if any, shall be dealt with accordingly.
6. This Administrative Circular is made available on Company's Intranet and no hardcopy is sent to any office.

  
( *Vijay B. Bagul* )  
**Chief General Manager(HR)**