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ADMINISTRATIVE CIRCULAR NO 467 DATE 23/07/2013

Sub : Change in nomenclature of the posts in HR and Accounts cadre.

On trifurcation, the three Companies viz. MSEDCL, MSETCL and MSPGCL have adopted the nomenclatures decided by the erstwhile MSEB for their employees working in various cadres without any change in the pay scales and status attached to the said posts. Considering the changes in the working culture and importance of Personnel/Human Resource and Accounts Departments in the Corporate Sector, the nomenclatures were revised from time to time. However, it is observed that the revised nomenclature differs from post to post in all three Companies formed after trifurcation of erstwhile MSEB. As such to bring the similarity in all Companies, the issue regarding revising the existing nomenclatures of the posts in HR and Accounts cadre was under consideration sometime in the past.

2. Now, as per the powers delegated vide Adm. Circular No.1 dated 29/09/2005, the Managing Director in consultation with Director (Finance), Director (Operations) and Director (Projects) has accorded approval to change the existing nomenclature of the following posts of HR and Accounts cadre in MSEDCL without any change in present pay scales and status attached to the said posts:-

HR Cadre

Sr. No.	Nomenclatures in Erstwhile MSEB	Existing Nomenclatures	Revised Nomenclatures
1.	Director of Personnel संचालक (कर्मचारीवर्ग)	Chief General Manager (HR) मुख्य महाव्यवस्थापक (मासं)	Chief General Manager (HR) मुख्य महाव्यवस्थापक (मासं)
2.	Asstt. Director of Personnel सहा.संचालक (कर्मचारीवर्ग)	General Manager (HR) महाव्यवस्थापक (मासं)	General Manager (HR) महाव्यवस्थापक (मासं)
3.	Joint Director (Personnel) सह संचालक (कर्मचारीवर्ग)	Dy. General Manager (HR) उप महाव्यवस्थापक (मासं)	Dy. General Manager (HR) उप महाव्यवस्थापक (मासं)
4.	Establishment Officer आस्थापना अधिकारी	Manager (HR) व्यवस्थापक (मासं)	Asstt. General Manager (HR) सहा. महाव्यवस्थापक (मासं)
5.	Dy. Establishment Officer उप आस्थापना अधिकारी	Dy. Manager (HR) उप व्यवस्थापक (मासं)	Sr. Manager (HR) वरिष्ठ व्यवस्थापक (मासं)
6.	Asstt. Personnel Officer सहा.कर्मचारीवर्ग अधिकारी	Asstt. Manager (HR) सहा.व्यवस्थापक (मासं)	Manager (HR) व्यवस्थापक (मासं)
7.	Estt.Supt. आस्थापना अधिक्षक	Jr. Manager (HR) कनिष्ठ व्यवस्थापक (मासं)	Dy. Manager (HR) उप व्यवस्थापक (मासं)

Accounts Cadre

Sr. No.	Nomenclatures in Erstwhile MSEB	Existing Nomenclatures	Revised Nomenclatures
1.	Director of Accounts संचालक (लेखा)	Chief General Manager (F&A) मुख्य महाव्यवस्थापक (वि. व ले.)	Chief General Manager (F&A) मुख्य महाव्यवस्थापक (वि. व ले.)
2.	Chief Accounts Officer मुख्य लेखा अधिकारी	General Manager (F&A) महाव्यवस्थापक (वि. व ले.)	General Manager (F&A) महाव्यवस्थापक (वि. व ले.)
3.	Jt. Chief Accounts Officer सह मुख्य लेखा अधिकारी	Manager (F&A) व्यवस्थापक (वि. व ले.)	Asstt. General Manager (F&A) सहा. महाव्यवस्थापक (वि. व ले.)
4.	Dy. Chief Accounts Officer उप मुख्य लेखा अधिकारी	Dy. Manager (F&A) उप व्यवस्थापक (वि. व ले.)	Sr. Manager (F&A) वरिष्ठ व्यवस्थापक (वि. व ले.)
5.	Accounts Officer लेखा अधिकारी	Asstt. Manager (F&A) सहा. व्यवस्थापक (वि. व ले.)	Manager (F&A) व्यवस्थापक (वि. व ले.)
6.	Divl. Accountant विभागीय लेखापाल	Jr. Manager (F&A) कनिष्ठ व्यवस्थापक (वि. व ले.)	Dy. Manager (F&A) उप व्यवस्थापक (वि. व ले.)

3. The Managing Director has also accorded approval to revise the nomenclature as Chief General Manager (Tech. Estt.) of the post of Joint Secretary (Tech.) created vide Office Order No. 26685 dated 17/08/2005 and which was further changed to the existing nomenclature as Chief General Manager (HR-Tech. Estt.).

4. The present nomenclature of the above posts in HR and Accounts cadre wherever appearing in the MSEDCL Classification and Recruitment Regulations 2008, MSEDCL Employees' Service Regulations 2008, MSEDCL Employees' Seniority Regulations 2008 as well as other G.Os. G.S.Os. shall stand replaced as above and all the earlier nomenclatures notified in the past shall become redundant to that extent.

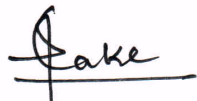
5. If there is more than one incumbent holding the same post in the same office, the new nomenclature shall be known according to the main functions carried out by the incumbent and the same shall be indicated in the bracket so as to facilitated specific identification.

For example:-

- (i) HR cadre - Asstt. General Manager (HR-N/T E)
Asstt. General Manager (HR-T/E)
Asstt. General Manager (HR-O&M) etc.
- (ii) Accounts cadre - Asstt. General Manager (F&A-CA)
Asstt. General Manager (F&A-WM)
Asstt. General Manager (F&A-IA) etc.

6. This Administrative Circular shall come into force with immediate effect.

7. This Administrative Circular is available on Intranet of the Company and no hard copy will be sent.


(Sandesh Hake)
Chief General Manager(HR)