



MAHAVITARAN
Maharashtra State Electricity Dist.Co.Ltd
(A Govt. of Maharashtra Undertaking)
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ADMINISTRATIVE CIRCULAR NO. 488 DATE 30 / 06 / 2014

Sub : Revision of existing pay-scales prescribed for the various categories of posts whose minimum of existing pay-scale is Rs.25380/- per month and above also prescribing the method of fixation of pay in the revised pay-scales, payment of arrears etc..

The revision of existing pay scales for various categories was due w.e.f. 01.04.2013 and the issue regarding revision of pay scales for the Senior Officers of the rank of Executive Engineers equivalent and above was under consideration some time in the past.

2. Now, the Board of Directors, Maharashtra State Electricity Distribution Company Limited vide Resolution No. 185 dated 26.06.2014 have accorded approval to revise the existing pay-scales indicated in Column No.3 of the Table set out below [in force under Administrative Circular .No.244, dated 27.08.2009] with retrospective effect from 1st April, 2013 as specified in Column No.4 thereof respectively.

Sr. No.	Category of post	Existing pay scale	Revised pay scale
1.	2.	3.	4.
1.	Ex.Engineer/ Sr. Manager (F&A) & equivalent	25380-975-30255-1105-54565	31725-1220-37825-1385-68295
2.	Assistant General Manager (HR/F&A) & equivalent	26860-1105-32385-1235-59555	33575-1385-40500-1545-74490
3.	Supdtg.Engineer/Dy. General Manager(HR) & equivalent	28700-1235-34875-1365-63540	35875-1545-43600-1710-79510
4.	General Manager (HR/F&A)/ C.I.R.O. & equivalent	32630-1430-66950	40790-1790-83750
5.	Chief Engineer/Chief General Manager (HR/F&A) & equivalent	36720-1560-71040	45900-1950-88800
6.	Executive Director & equivalent	39110-1720-75230	48890-2150-94040

Note: The term “equivalent” in the above table implies all employees/officers whose existing pay-scales are the same.

3. The details regarding method of fixation of pay in the revised pay-scales, payment of arrears etc. are embodied in the ANNEXURE – ‘A’ and ANNEXURE ‘C-I to C-VI’ enclosed to this Administrative Circular.

4. Further, the payment of arrears accruing w.e.f. 01.04.2013 shall be paid in four installments on the best efforts basis in the following manner :

- a) First installment : The first installment of arrears for the period from 01.04.2013 to 31.07.2013 shall be paid in September, 2014
- b) Second Installment : The second installment of arrears for the period from 01.08.2013 to 30.11.2013 shall be paid in December, 2014.
- c) Third Installment : The third installment of arrears for the period from 01.12.2013 to 31.03.2014 shall be paid in April, 2015.
- d) Fourth Installment : The fourth installment of arrears for the period from 01.04.2014 to 31.07.2014 shall be paid in August, 2015.

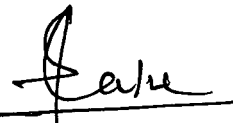
5. The Managing Director in consultation with Director (Finance) and Executive Director (HR) is delegated the powers to interpret any of the provisions/clauses and to extend coverage wherever necessary and to issue clarifications thereof.

6. All concerned Drawing and Disbursing Officers are requested to take immediate steps to fix the pay of the employees in the revised pay scales and revised pay scales shall be given in the month of August, 2014. Further, action to work out arrears and audit scrutiny (before payment) should be taken immediately so as to send the requirement of funds to the Asstt. General Manager (F&A), W.M. Section, HSBC Bank Bldg, Mumbai for disbursement of arrears.

7. All the concerned officers are also requested to display this Administrative Circular on the Notice Board to enable the employees to exercise the option as stated in para ‘J’ of ANNEXURE – A of this Adm. Circular.

8. This Administrative Circular is available on R-APDRP Portal.

Encl : ANNEXURE – ‘A’
ANNEXURE – ‘B’
ANNEXURE – ‘C-I to C-VI’



(Sandesh Hake)
Executive Director (HR)

ANNEXURE – ‘A’

To Administrative Circular No 488 Dated 30 / 06 / 2014

(A) COVERAGE, SCOPE AND APPLICABILITY OF REVISED PAY SCALES AND PROVISIONS THEREOF

(i) The revision of pay scales as shown under para 2 of this Administrative Circular and provisions thereof which shall come into force w.e.f. 1st April 2013, shall be applicable to all Technical and Non-Technical Officers working against regular, permanent and temporary posts, the minimum of whose existing pay-scale is Rs.25380/- per month and above.

(ii) All Officers drawing pay in any of the pay scales shown in Column No.3 of the Table under para 2 of this Administrative Circular and who were/are on deputation or on foreign service as on 1st April, 2013 and were/are drawing Company's scales, are also covered.

(B) FIXATION OF INITIAL PAY IN THE REVISED PAY SCALES WITH EFFECT FROM 1ST APRIL 2013

The initial basic pay of an Officer appointed or promoted prior to 01.04.2013 shall be fixed in the revised pay scale of the post held by him on officiating or permanent or temporary basis or in the revised scale corresponding to the higher pay scale or grade allowed to him as personal due to grant of the benefit of the G.O.No.74(P) dated 30.04.1974 read with Head. Office Order No. GAD/E-VII/STF/Gen/A/232/9203 dated 27.2.1975 in the following manner :-

An amount equivalent to 25% (Twenty five percent) of pre-revised Basic Pay, as on 31.03.2013 shall be added to the pre-revised Basic Pay as on 31.03.2013 and then the Basic Pay in the revised scale shall be fixed as follows :-

- (i) If the sum total of the above is less than that of minimum of the revised pay scale, the Basic Pay shall be fixed at the minimum of the revised pay scale.
- (ii) If the sum total is a stage in the revised pay scale, the Basic Pay shall be fixed at that stage.
- (iii) If the sum total is not a stage in the revised pay scale, the Basic Pay shall be fixed at the next higher stage in the revised pay scale.
- (iv) If the sum total is more than the maximum of revised pay scale, the Basic Pay shall be fixed at the maximum of that pay scale.
- (v) If the Officer draws less pay on 01.04.2013 in the revised pay scale in the promoted post/higher scale due to grant of G.O.No.74/111(P) than the pay he would have drawn on 01.04.2013 in the lower post/scale in the revised pay scale, his pay is to be fixed in the lower post/scale in the revised pay scale in the first instance and thereafter at the next immediate stage in the higher post/pay scale as on 01.04.2013 as per S.R.29(a). His/her future increments may be drawn as per normal rules by applying the provisions as per S.R.32(b) if such re-fixation of pay is to his/her advantage.

Note: Ready Reckoner showing the fitment stages in the revised pay scales have been shown in the Annexure - 'C-I to C-VI'.

(C) FIXATION OF PAY AS ON 01.04.2013 WHEN THE NORMAL DATE OF INCREMENT IS ALSO 01.04.2013

In case of Officers whose normal date of increment is also 1st April 2013, the initial pay shall be fixed in the revised pay scale mentioned in para (B) above on the basis of basic pay drawn by him in the existing pay scale as on 31.03.2013 and then the increment should be allowed on 1st April 2013 in the revised pay scale.

(D) FIXATION OF PAY OF AN OFFICER APPOINTED OR PROMOTED TO A HIGHER POST ON OR AFTER 01.04.2013

In case of a departmental Officer appointed by way of direct recruitment or promoted to a higher post on or after 01.04.2013, the pay in the revised pay scale should be fixed with reference to the lower post held by him prior to appointment/promotion and then the pay fixed in the revised pay scale of the higher post as provided under normal regulations. This will also be applicable to an employee/officer, who has been granted the benefit of the next higher pay scale or grade under the provisions of G.O.No.74 (P) dated 30.04.1974 read with Head Office Order No. GAD/E-VII/STF/Gen/A/ 232/9203 dated 27.02.1975.

(E) FIXATION OF PAY OF AN OFFICER OFFICIATING IN A HIGHER POST BUT REVERTED THEREAFTER AND SUBSEQUENTLY RE-PROMOTED

In the case of an Officer officiating in a higher post on 01.04.2013, but reverted thereafter and subsequently re-promoted, if his pay in the revised pay scale of the higher post under Regulation No.29(a) of MSEDCL Employees' Service Regulations works out to less than the pay in the revised pay scale of the higher post immediately prior to reversion, he should be allowed on the date of re-promotion the same pay instead of the pay strictly admissible under Regulation No.29(a) of MSEDCL Employees' Service Regulations.

(F) FIXATION OF PAY OF AN OFFICER PLACED UNDER SUSPENSION

An Officer who has been placed under suspension before 01.04.2013 will continue to draw Subsistence Allowance as admissible to him under existing normal rules and his pay would not be fixed in the revised pay scale till he is reinstated in the Company's service.

(G) DATE OF NEXT INCREMENT IN THE REVISED PAY SCALE

(i) The next increment of an Officer whose pay is fixed in the revised pay scale in accordance with the provisions of para (B) above, shall be granted on the date he would have drawn his increment, had he continued in the existing pay scale;

Provided that in cases where the employee/officer reached the maximum of the existing pay scale prior to 31.03.2013, the next increment in the revised pay scale shall be allowed on 1st April, 2013.

Provided further that in cases where the Officer reached the maximum of the existing pay scale during the period from 01/04/2008 to 31.03.2013, the next increment in the revised pay scale shall be granted on completion of 12 months service (for the purpose of full incremental period), counting from the date on which he reached the maximum of the existing pay scale.

Provided also that in cases other than those covered by the preceding proviso, the next increment of the employee whose pay is fixed on the 1st day of April 2013 at the same stage as the one fixed for another employee junior to him in the same cadre and drawing pay at lower stage in the existing pay scale, shall be granted on the same date as admissible to his junior, if the date of increment of the junior happens to be earlier.

(ii) Whereas a result of departmental enquiry, an Officer is/was awarded punishment of withholding of increment(s) with or without cumulative effect, as the case may be, he shall cease to draw the increment(s) in the revised pay scale, for the period for which it is/was withheld as a result of disciplinary action.

(H) PROTECTING THE PAY OF AN OFFICER

In cases, where a senior Officer promoted to a higher post before 1st April 2013, draws less pay in the revised pay scale than his junior who is promoted to the higher post on or after 1st day of April 2013, the pay of the senior Officer should be stepped up to an amount equal to the pay as fixed for his junior in that higher post with effect from the date of promotion of the junior Officer, subject to the fulfillment of the following conditions, viz. :-

- (a) both the junior and the senior Officer should belong to the same cadre and the posts in which they have been promoted should be identical in that cadre;
- (b) the pre-revised and revised pay scales of the lower and higher posts in which they are entitled to draw pay shall be identical; and
- (c) the anomaly should be a direct result of the application of the revision of pay scale. If, even in the lower post, the junior was drawing more pay in the pre-revised pay scale than the senior by virtue of any advance increments granted to him or any such reason, provisions of this clause will not be applicable to step up the pay of the senior Officer.
- (d) this shall also be applicable to the cases of Officers who have been granted benefit of next higher pay scale/grade under the provision of G.O.No.74(P) dated 30.04.1974 or G.O.No.111(P) dated 13.05.1982.

Such Officer will be entitled to the next increment on completion of his required qualifying service w.e.f. the date of re-fixation of pay.

(I) FIXATION OF PAY OF THE NEW ENTRANTS APPOINTED ON OR AFTER 1ST APRIL 2013

An Officer recruited by way of direct recruitment on or after 01.04.2013 to any post mentioned in para 2 of this Administrative Circular, shall be eligible to draw the minimum pay in the revised pay scale only w.e.f. the date of his joining the said post.

(J) OPTION FOR RETAINING THE EXISTING PAY SCALE

If any Officer is of the opinion that he is not benefited by the above revision of pay scales and fixation of pay w.e.f. 01.04.2013 in the revised pay scale, he may at his option, retain his pay in the present pay scale until the date on which he may earn his next increment or any subsequent increment in the pay scale, or until he vacates his post or ceases to draw

pay in the existing pay scale. The option once exercised shall be final. Those who do not exercise the option in the Form appended hereto as ANNEXURE – ‘B’ on or before 31st August 2014, shall be deemed to have elected to draw pay in the revised pay scale w.e.f. 01.04.2013.

In the cases referred to above, the pay of the Officer from the later date mentioned in his Option in the revised pay scale shall be fixed in accordance with para (B) above, except that the basic pay in the existing pay scale (pre-revised) to be taken into account for calculation of “Sum Total” for fixation of pay will be the basic pay as on the said later date.

(K) DEARNESS ALLOWANCE PAYABLE WITH EFFECT FROM 01.04.2013 ONWARDS

The Dearness Allowance shall continue to be paid w.e.f. 01.04.2013 onwards on the revised basic pay in accordance with the State Government decision notified from time to time. Accordingly, the rates of Dearness Allowance payable on revised Basic Pay shall be as under :-

Period	Rate of DA per month	Govt. Resolution No. & Date
1 st April, 2013	80%	मभवा- १११३/प्र.क्र.१८/सेवा-९ दिनांक- १५.०५.२०१३
1 st July, 2013	90%	मभवा- १११३/प्र.क्र.१८/सेवा-९ दिनांक- ०८.१०.२०१३
1 st January, 2014	100%	मभवा- १११४/प्र.क्र.१२/सेवा-९ दिनांक- ०७.०५.२०१४

Further the policy in respect of Dearness Allowance shall generally be in tune with that adopted by the Government of Maharashtra. However, the Company shall take independent decision in the matter, on each occasion regarding release of installment of Dearness Allowance to its employees.

(L) RECOVERY OF RENT FROM THE OFFICERS OCCUPYING THE COMPANY'S QUARTERS OR FLATS ON LEAVE AND LICENCE AT VARIOUS PLACES

Recovery of quarter rent shall be made as per the prevailing rules.

(M) PAYMENT OF ARREARS

- a) The payment of arrears accruing due to revision of pay-scales shall be paid in four installments as per the instruction given under para 4 of this Administrative Circular.
- b) The cases of payment of House Building Advance and payment towards Leave Travel Concession, Charge Allowance [Special Pay for additional charge under S.R.36 and 9(26)], T.A., Daily Allowance, Overtime and Bonus shall not be re-opened and consequently no arrears on these accounts in respect of the period from 01.04.2013 till 31.07.2014 shall be payable.
- c) The arrears on account of revision of pay-scales should be drawn in the office where the employee is working presently, irrespective of the fact whether he had worked in that office or some other office/offices in the past.

(N) PAYMENT OF H.R.A. AND C.L.A.

The policy of payment of H.R.A. and C.L.A. shall be in tune with the Government of Maharashtra Resolution No. HRA-1009/F.No.67/Service-5 dated 24.08.2009.

(O) ANCILLARY

- (i) The provisions in the various Service Regulations, General Orders, like G.O.No.14(P), 26(P), 65(P), 68(P), 89(P), 90(P), 93(P) etc. wherein various entitlements/conditions are based on pay scales/basic pay shall have stood suitably revised corresponding to the revised pay scales.
- (ii) In the case of staff on deputation to the Company, the revision of pay scales under this Administrative Circular will not have automatic effect in the revision of their pay scales. The Company may decide to refer such cases back to the Cadre Controlling Authority (Parent Department) of such staff on deputation and take appropriate decision.
- (iii) The Officers fulfilling all the relevant conditions but who have resigned/retired/expired after 01.04.2013 shall also be entitled to the benefits under this Administrative Circular till their date of death/retirement/resignations as the case may be.

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ANNEXURE – ‘ B ’

To Administrative Circular No. 488 Dated 30 / 06 / 2014

FORM OF OPTION

(See para – ‘J’)

(i) I _____ hereby elect the revised pay scale with effect from 01.04.2013.

(ii) I _____ hereby elect to continue on the existing scale of pay of my Temporary/Permanent/Officiating post mentioned below until

- The date of my next increment
- The date of my subsequent increment raising my pay to Rs. _____
- I vacate the post or cease to draw pay in the existing scale Rs. _____

Date : _____

Signature : _____

Station/Place

Name : _____

Designation _____

Office in which employed _____

*(to be scored out, if not applicable)

To be forwarded on or before 31.08.2014 to :-

Head of Division/Major Stores/Circle/Zone/Regional Office in field

OR

General Manager (HR)/Chief General Manager (T/E) in Corporate Office

ANNEXURE - ' C - I ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014				
EXECUTIVE ENGINEER / SENIOR MANAGER (F&A) AND EQUIVALENT				
EXISTING PAY SCALE			REVISED PAY SCALE	
25380 - 975 - 30255 - 1105 - 54565			31725 - 1220 - 37825 - 1385 - 68295	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	25380	6345	31725	31725
2	26355	6589	32944	32945
3	27330	6833	34163	34165
4	28305	7076	35381	35385
5	29280	7320	36600	36605
6	30255	7564	37819	37825
7	31360	7840	39200	39210
8	32465	8116	40581	40595
9	33570	8393	41963	41980
10	34675	8669	43344	43365
11	35780	8945	44725	44750
12	36885	9221	46106	46135
13	37990	9498	47488	47520
14	39095	9774	48869	48905
15	40200	10050	50250	50290
16	41305	10326	51631	51675
17	42410	10603	53013	53060
18	43515	10879	54394	54445
19	44620	11155	55775	55830
20	45725	11431	57156	57215
21	46830	11708	58538	58600
22	47935	11984	59919	59985
23	49040	12260	61300	61370
24	50145	12536	62681	62755
25	51250	12813	64063	64140
26	52355	13089	65444	65525
27	53460	13365	66825	66910
28	54565	13641	68206	68295

ANNEXURE - ' C - II ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014

ASSISTANT GENERAL MANAGER (HR / F&A) AND EQUIVALENT

EXISTING PAY SCALE 26860 - 1105 - 32385 - 1235 - 59555			REVISED PAY SCALE 33575 - 1385 - 40500 - 1545 - 74490	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	26860	6715	33575	33575
2	27965	6991	34956	34960
3	29070	7268	36338	36345
4	30175	7544	37719	37730
5	31280	7820	39100	39115
6	32385	8096	40481	40500
7	33620	8405	42025	42045
8	34855	8714	43569	43590
9	36090	9023	45113	45135
10	37325	9331	46656	46680
11	38560	9640	48200	48225
12	39795	9949	49744	49770
13	41030	10258	51288	51315
14	42265	10566	52831	52860
15	43500	10875	54375	54405
16	44735	11184	55919	55950
17	45970	11493	57463	57495
18	47205	11801	59006	59040
19	48440	12110	60550	60585
20	49675	12419	62094	62130
21	50910	12728	63638	63675
22	52145	13036	65181	65220
23	53380	13345	66725	66765
24	54615	13654	68269	68310
25	55850	13963	69813	69855
26	57085	14271	71356	71400
27	58320	14580	72900	72945
28	59555	14889	74444	74490

ANNEXURE - ' C - III ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014

SUPTDG. ENGINEER / DY. GENERAL MANAGER (HR) AND EQUIVALENT

EXISTING PAY SCALE			REVISED PAY SCALE	
28700 - 1235 - 34875 - 1365 - 63540			35875 - 1545 - 43600 - 1710 - 79510	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	28700	7175	35875	35875
2	29935	7484	37419	37420
3	31170	7793	38963	38965
4	32405	8101	40506	40510
5	33640	8410	42050	42055
6	34875	8719	43594	43600
7	36240	9060	45300	45310
8	37605	9401	47006	47020
9	38970	9743	48713	48730
10	40335	10084	50419	50440
11	41700	10425	52125	52150
12	43065	10766	53831	53860
13	44430	11108	55538	55570
14	45795	11449	57244	57280
15	47160	11790	58950	58990
16	48525	12131	60656	60700
17	49890	12473	62363	62410
18	51255	12814	64069	64120
19	52620	13155	65775	65830
20	53985	13496	67481	67540
21	55350	13838	69188	69250
22	56715	14179	70894	70960
23	58080	14520	72600	72670
24	59445	14861	74306	74380
25	60810	15203	76013	76090
26	62175	15544	77719	77800
27	63540	15885	79425	79510

ANNEXURE - ' C - IV ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014

DY. CHIEF ENGINEER / GENERAL MANAGER (HR / F&A) AND EQUIVALENT

EXISTING PAY SCALE			REVISED PAY SCALE	
32630 - 1430 - 66950			40790 - 1790 - 83750	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	32630	8158	40788	40790
2	34060	8515	42575	42580
3	35490	8873	44363	44370
4	36920	9230	46150	46160
5	38350	9588	47938	47950
6	39780	9945	49725	49740
7	41210	10303	51513	51530
8	42640	10660	53300	53320
9	44070	11018	55088	55110
10	45500	11375	56875	56900
11	46930	11733	58663	58690
12	48360	12090	60450	60480
13	49790	12448	62238	62270
14	51220	12805	64025	64060
15	52650	13163	65813	65850
16	54080	13520	67600	67640
17	55510	13878	69388	69430
18	56940	14235	71175	71220
19	58370	14593	72963	73010
20	59800	14950	74750	74800
21	61230	15308	76538	76590
22	62660	15665	78325	78380
23	64090	16023	80113	80170
24	65520	16380	81900	81960
25	66950	16738	83688	83750

ANNEXURE - ' C - V ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014

CHIEF ENGINEER / CHIEF GENERAL MANAGER (HR / F&A) AND EQUIVALENT

EXISTING PAY SCALE			REVISED PAY SCALE	
36720 - 1560 - 71040			45900 - 1950 - 88800	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	36720	9180	45900	45900
2	38280	9570	47850	47850
3	39840	9960	49800	49800
4	41400	10350	51750	51750
5	42960	10740	53700	53700
6	44520	11130	55650	55650
7	46080	11520	57600	57600
8	47640	11910	59550	59550
9	49200	12300	61500	61500
10	50760	12690	63450	63450
11	52320	13080	65400	65400
12	53880	13470	67350	67350
13	55440	13860	69300	69300
14	57000	14250	71250	71250
15	58560	14640	73200	73200
16	60120	15030	75150	75150
17	61680	15420	77100	77100
18	63240	15810	79050	79050
19	64800	16200	81000	81000
20	66360	16590	82950	82950
21	67920	16980	84900	84900
22	69480	17370	86850	86850
23	71040	17760	88800	88800

ANNEXURE - ' C - VI ' TO ADM. CIR. NO. 488 DATE 30 / 06 / 2014

EXECUTIVE DIRECTOR AND EQUIVALENT

EXISTING PAY SCALE 39110 - 1720 - 75230			REVISED PAY SCALE 48890 - 2150 - 94040	
SR. NO	STAGES (OLD)	25% OF COL NO 2	TOTAL OF COL NO 2 AND 3	FITMENT IN NEW SCALE
1	2	3	4	5
1	39110	9778	48888	48890
2	40830	10208	51038	51040
3	42550	10638	53188	53190
4	44270	11068	55338	55340
5	45990	11498	57488	57490
6	47710	11928	59638	59640
7	49430	12358	61788	61790
8	51150	12788	63938	63940
9	52870	13218	66088	66090
10	54590	13648	68238	68240
11	56310	14078	70388	70390
12	58030	14508	72538	72540
13	59750	14938	74688	74690
14	61470	15368	76838	76840
15	63190	15798	78988	78990
16	64910	16228	81138	81140
17	66630	16658	83288	83290
18	68350	17088	85438	85440
19	70070	17518	87588	87590
20	71790	17948	89738	89740
21	73510	18378	91888	91890
22	75230	18808	94038	94040