



MAHAVITARAN

Maharashtra State Electricity Dist.Co.Ltd
(A Govt. of Maharashtra Undertaking)
CIN : U40109MH2005SGC153645

HRD/O&M/F.No.05/
Maharashtra State Electricity Distribution Co.Ltd.
Estrella Batteries Expansion Building,
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ADMINISTRATIVE CIRCULAR NO.584 DATE 04 / 05 / 2019

Sub: Revision in delegation of power for Reporting, Countersigning & Accepting of Annual Confidential Report in respect of employee under State-Seniority.

- Ref :** 1. G.O.10 (P) dt.25.10.1962.
2. Administrative Circular No.289 dt.20.10.1998.
3. Administrative Circular No.78 dt.22.09.2006.
4. Administrative Circular No.199 dt.31.12.2008.
5. Administrative Circular No.321 dt.24.11.2010.
6. Administrative Circular No.377 dt.03.01.2012.
7. Administrative Circular No.417 dt.25.06.2012.
8. Administrative Circular No.452 dt.30.03.2013.
9. Administrative Circular No.506 dt.18.04.2015.
10. Administrative Circular No.508 dt.20.04.2015.
11. Letter No.HR/PA Cell/17372 dt.19.07.2018.

The instruction regarding writing of Annual Confidential Report of Officers / Employees of various cadres working in the company has been issued & authorities to Reporting/Countersigning/Accepting the ACR's are modified from time to time. Considering the functionality & to have proper assessment of the performance, the issue regarding revision of delegation of powers for Reporting/Countersigning & Accepting Annual Confidential Report of employees working in all cadres under State –Seniority was under consideration sometime in the past.

2. Now, the Chairman & Managing Director in consultation with Director (Finance), Director (Operations), Director (Commercial), Director (Project) have accorded approval for revising delegation of powers for Reporting, Reviewing, Countersigning & Accepting of Annual Confidential Report in respect of the officers working in all cadre under State-Seniority as shown in respective Annexure's as under & enclosed to this Administrative Circular.

Sr. No.	Annexures	Cadre
1	A	Technical
2	B	Civil
3	C	HR
4	D	Accounts
5	E	Industrial Relations (IR)
6	F	Publicity (PR)
7	G	Vigilance (S&E)
8	H	Legal
9	I	Information Technology (IT)

3. All the concerned Reporting/ Reviewing / Countersigning / Accepting Authorities are therefore, requested to take a note regarding above changes while assessing performance of the concerned officers / employees.

4. The revised delegation of powers shall be applicable for Annual Confidential Reports for the year 2018-2019 & onwards till further instructions of changes if any. However, the Annual Confidential Reports for the year 2017-2018 & earlier shall be recorded by the authorities as hitherto before.

5. The Administrative Circular is available on Company's R-APDRP Portal & Employee portal.

Encl. :-As above



(Shivaji Indalkar)
Commander (Retd.)
Chief General Manager (HR)(I/C)

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
1	Executive Director (Dist.)	Director (Operations)	-	Chairman & Managing Director	Chairman & Managing Director
2	Executive Director (Commercial)	Director (Commercial)	-	Chairman & Managing Director	Chairman & Managing Director
3	Executive Director (Infra)	Director (Project)	-	Chairman & Managing Director	Chairman & Managing Director
4	Executive Director (Project)	Director (Project)	-	Chairman & Managing Director	Chairman & Managing Director
5	Chief Engineer (Dist.) (In Corporate Office)	Executive Director (Dist.)	-	Director (Operations)	Chairman & Managing Director
6	Chief Engineer (MMC) (Corporate Office)	Executive Director (Dist.)	-	Director (Operations)	Chairman & Managing Director
7	Chief Engineer (QC& Testing) (Corporate Office)	Executive Director (Dist.)	-	Director (Operations)	Chairman & Managing Director
8	Chief Engineer (CP) (Corporate Office)	Executive Director (Commercial)	-	Director (Commercial)	Chairman & Managing Director
9	Chief Engineer (RE) (Corporate Office)	Executive Director (Commercial)	-	Director (Commercial)	Chairman & Managing Director
10	Chief Engineer (Commercial) (Corporate Office)	Executive Director (Commercial)	-	Director (Commercial)	Chairman & Managing Director
11	Chief Engineer (Infra) (Corporate Office)	Executive Director (Infra)	-	Director (Project)	Chairman & Managing Director
12	Chief Engineer (Project) (Corporate Office)	Executive Director (Project)	-	Director (Project)	Chairman & Managing Director

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
13	Chief Engineer (HVDS) (Corporate Office)	Executive Director (Infra)		Director (Project)	Chairman & Managing Director
14	Chief Engineer (Training)	Executive Director (HR)	-	Chairman & Managing Director	Chairman & Managing Director
15	Chief Engineer (Dist.) (Field Offices)	Concerned Regional Director	-	Director (Operations)	Chairman & Managing Director
16	Superintending Engineer (Dist.) (Corporate Office)	Chief Engineer (Dist.) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
17	Superintending Engineer (HT-Coordination) (Corporate Office)	Chief Engineer (Dist.) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
18	Superintending Engineer (MMC) (Corporate Office)	Chief Engineer (MMC) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
19	Superintending Engineer (MSC) (Corporate Office)	Chief Engineer (QC & Testing) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
20	Superintending Engineer (TQA) (Corporate Office)	Chief Engineer (QC & Testing) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
21	Superintending Engineer (Planning) (Corporate Office)	Chief Engineer (QC & Testing) (Corporate Office)	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
22	Superintending Engineer (Trading & LM) (Corporate Office)	Chief Engineer (CP) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director
23	Superintending Engineer (CP) (Corporate Office)	Chief Engineer (CP) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
24	Superintending Engineer (RE) (Corporate Office)	Chief Engineer (RE) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director
25	Superintending Engineer (LM-Kalwa) (Corporate Office)	Chief Engineer (RE) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director
26	Superintending Engineer (Commercial) (Corporate Office)	Chief Engineer (Commercial) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director
27	Superintending Engineer (OA) (Corporate Office)	Chief Engineer (Commercial) (Corporate Office)	Executive Director (Commercial)	Director (Commercial)	Chairman & Managing Director
28	Superintending Engineer (TRC) (Corporate Office)	Executive Director (Commercial) (Corporate Office)	-	Director (Commercial)	Chairman & Managing Director
29	Superintending Engineer (Solar/DSM) (Corporate Office)	Chief Engineer (Infra) (Corporate Office)	Executive Director (Infra)	Director (Project)	Chairman & Managing Director
30	Superintending Engineer (HVDS) (Corporate Office)	Chief Engineer-HVDS Project (Corporate Office)	Executive Director (Infra)	Director (Project)	Chairman & Managing Director
31	Superintending Engineer (IPDS) (Corporate Office)	Chief Engineer (Project) (Corporate Office)	Executive Director (Project)	Director (Project)	Chairman & Managing Director
32	Superintending Engineer (DDUGJ) (Corporate Office)	Chief Engineer (Project) (Corporate Office)	Executive Director (Project)	Director (Project)	Chairman & Managing Director
33	Superintending Engineer (Infra) (Corporate Office)	Chief Engineer (Project) (Corporate Office)	Executive Director (Project)	Director (Project)	Chairman & Managing Director

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
34	Superintending Engineer (Billing & Energy Account) (Corporate Office)	Chief Engineer (B&R) (Corporate Office)	-	Executive Director (B&R)	Chairman & Managing Director
35	Superintending Engineer (Recovery & DF) (Corporate Office)	Chief Engineer (B&R) (Corporate Office)	Executive Director (B&R)	Director (Operations)	Chairman & Managing Director
36	Superintending Engineer (CS & BI) (Corporate Office)	Chief Engineer (B&R) (Corporate Office)	-	Executive Director (B&R)	Chairman & Managing Director
37	Superintending Engineer (Dist.-Operations) (Regional Office)	Concerned Regional Director	Executive Director (Dist.)	Director (Operations)	Chairman & Managing Director
38	Superintending Engineer (O&M) (Circle Office)	Chief Engineer (Dist.) (Zone Office)	Concerned Regional Director	Director (Operations)	Chairman & Managing Director
39	Superintending Engineer (Infra) (Zone Office)	Chief Engineer (Dist.) (Zone Office)	Executive Director (Project)	Director (Project)	Chairman & Managing Director
40	Staff Working under Superintending Engineer (Infra)	Superintending Engineer (Infra) (Corporate Office)	-	Concerned Chief Engineer	Executive Director (Project)
41	Superintending Engineer (TQA) (Head Office)	Chief Engineer (QC & Testing) (Corporate Office)	Concerned Regional Director	Director (Operations)	Chairman & Managing Director
42	Executive Engineer (Dist.) (Division / Circle Office)	Superintending Engineer (Dist.) (Circle Office)	Chief Engineer (Dist.) (Zone Office)	Concerned Regional Director	Director (Operations)
43	Executive Engineer (Dist.) (Corporate Office)	Concerned Superintending Engineer (Dist.) (Corporate Office)	Concerned Chief Engineer (Dist.)	Concerned Executive Director	Concerned Director (Operations /Projects/ Commercial)

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
44	Executive Engineer (Admin) (Zone Office)	Chief Engineer (Dist.) (Zone Office)	-	Concerned Regional Director	Director (Operations)
45	Executive Engineer (Admin) (Circle Office)	Superintending Engineer (Dist.) (Circle Office)	Concerned Chief Engineer (Dist.)	Concerned Regional Director	Director (Operations)
46	Executive Engineer (Testing)	Superintending Engineer (TQA) (Field Office)	Chief Engineer (Testing) Corporate Office.	Concerned Regional Director	Director (Operations)
47	Executive Engineer working under (B&R) (Corporate Office)	Superintending Engineer (Dist.) (B&EA) (Corporate Office)	-	Chief Engineer (B&R)	Executive Director (B&R)
48	Addl. Executive Engineer (Field Office)	Officer not below the rank of Executive Engineer (Field Office)	Superintending Engineer (Dist.)	Chief Engineer (Dist.)	Concerned Regional Director
49	Addl. Executive Engineer (Corporate Office)	Officer not below the rank of Executive Engineer (Corporate Office)	Concerned Superintending Engineer	Concerned Sectional Head	Concerned Executive Director
50	Dy. Executive Engineer (Field Office)	Concerned Executive Engineer (Field Office)	Superintending Engineer (Dist.)	Chief Engineer (Dist.)	Regional Director
51	Dy. Executive Engineer (Corporate Office)	Concerned Executive Engineer (Corporate Office)	Superintending Engineer	Concerned Sectional Head	Concerned Executive Director

" Annexure A "

Sr. No.	Technical cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
52	Asstt. Engineer (Dist.) (Field Office)	Officer not below the rank of Dy. Executive Engineer (Field Office)	-	Executive Engineer	Superintending Engineer (Dist.)
53	Asstt. Engineer (Dist.) (Corporate Office)	Officer not below the rank of Executive Engineer (Corporate Office)	-	Concerned Superintending Engineer	Concerned Sectional Head
54	Junior Engineer (Field Office)	Officer not below the rank of Dy. Executive Engineer (Field Office)	-	Executive Engineer	Superintending Engineer (Dist.)
55	Junior Engineer (Corporate Office)	Officer not below the rank of Executive Engineer (Corporate Office)	-	Concerned Superintending Engineer	Concerned Sectional Head



" Annexure B"

Sr. No.	Civil	Revised Authority			
	Civil Corporate Office	Reporting Officer	Review	Countersigning officer	Accepting Officer
1	Chief Engineer (Civil) (Corporate Office)	Executive Director (Dist.)	-	Director (Operations)	Chairman & Managing Director
2	Executive Engineer (Civil-Admin/FM) (Corporate Office/Civil Division)	Chief Engineer (Civil) (Corporate Office)	-	Executive Director (Dist.)	Director (Operations)
3	Addl. Executive Engineer (Civil) (Corporate Office)	Executive Engineer (Civil) (Corporate Office)	-	Chief Engineer (Civil)	Chief Engineer (Civil)
4	Addl. Executive Engineer (Civil) (Division / Sub Division)	Executive Engineer (Civil) (Zone Office)	-	Chief Engineer (Civil)	Executive Director (Dist.)
5	Dy. Executive Engineer (Civil) (Division Office)	Executive Engineer (Civil) / Addl. Executive Engineer (Civil) (Zone Office)	-	Chief Engineer (Civil) / Executive Engineer (Civil)	Chief Engineer (Civil)
6	Asstt. Engineer (Civil) (Corporate Office)	Executive Engineer (Civil) (Corporate Office)	-	Chief Engineer (Civil)	Chief Engineer (Civil)
7	Asstt. Engineer (Civil) (Division / Sub Division)	Addl. Executive Engineer (Civil) (Division / Sub Division)	-	Executive Engineer (Civil)	Chief Engineer (Civil)
8	Junior Engineer (Civil) (Division / Sub Division)	Addl. Executive Engineer (Civil) (Division / Sub Division)	-	Executive Engineer (Civil)	Chief Engineer (Civil)



" Annexure B"

Sr. No.	Civil	Revised Authority			
	Civil Circle Office	Reporting Officer	Review	Countersigning officer	Accepting Officer
9	Superintending Engineer (Civil) (Circle Office)	Chief Engineer (Civil)	Concerned Regional Director	Director (Operations)	Chairman & Managing Director
10	Executive Engineer (Civil) (Circle / Division)	Superintending Engineer (Civil) (Circle / Division)	Chief Engineer (Civil)	Regional Director	Director (Operations)
11	Addl. Executive Engineer (Civil) (Division / Sub Division)	Executive Engineer (Civil) (Division / Sub Division)	-	Superintending Engineer (Civil)	Chief Engineer (Civil)
12	Dy. Executive Engineer (Civil) (Division / Sub Division)	Addl. Executive Engineer (Civil) / Executive Engineer (Civil) (Division / Sub Division)	-	Executive Engineer (Civil)/ Superintending Engineer (Civil)	Superintending Engineer (Civil) / Chief Engineer (Civil)
13	Asstt. Engineer (Civil) (Division/ Sub Division)	Add Executive Engineer (Civil) / Dy. Executive Engineer (Civil) (Division/ Sub Division)	-	Executive Engineer (Civil)	Superintending Engineer (Civil)
14	Junior Engineer (Civil) (Division / Sub Division)	Add Executive Engineer (Civil) / Dy. Executive Engineer (Civil) (Division / Sub Division)	-	Executive Engineer (Civil)	Superintending Engineer (Civil)

" Annexure C "

Sr. No.	HR Cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
1	Director (HR)	Contractual Basis			
2	Executive Director (HR)				
3	Chief General Manager (HR)/(TE) (Corporate Office)	Executive Director (HR)	-	Director (Operations)	Chairman & Managing Director
4	Chief Investigation Officer (Corporate Office)	Executive Director (HR)	-	Director (Operations)	Chairman & Managing Director
5	General Manager (HR) (Corporate Office)	Chief General Manager (HR)	Executive Director (HR)	Director (Operations)	Chairman & Managing Director
6	Dy. General Manager (HR) (Corporate Office)	Chief General Manager (HR)/(T/E)	Executive Director (HR)	Director (Operations)	Chairman & Managing Director
7	Dy. General Manager (HR) (Region Office)	Regional Director	Executive Director (HR)	Director (Operations)	Chairman & Managing Director
8	Asstt. General Manager (HR) (Corporate Office)	Dy. General Manager (HR) / General Manager (HR) (Corporate Office)	-	Chief General Manager (HR)/(TE)	Executive Director (HR)
9	Assistant General Manager (HR) (Region Office)	Not below the rank of Dy. General Manager (HR) (Region Office)	Chief General Manager (HR)	Regional Director	Executive Director (HR)



" Annexure C "

Sr. No.	HR Cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
10	Assistant General Manager (HR) (Zone Office)	Chief Engineer (Dist.) (Zone Office)	Chief General Manager (HR)	Regional Director	Executive Director (HR)
11	Sr. Manager (HR) (Corporate Office)	Assistant General Manager (HR) (Corporate Office)	Dy. General Manager (HR) / General Manager (HR)	Chief General Manager (HR)	Executive Director (HR)
12	Sr. Manager (HR) (Zone Office)	Assistant General Manager (HR) (Zone Office)	Concerned Chief Engineer (Dist.) (Zone Office)	Chief General Manager (HR)	Regional Director
13	Sr. Manager (HR) / Manager(HR) Enquiry (Zone Office)	Assistant General Manager (HR) (Zone Office)	General Manager (HR-DC)	Chief Engineer (Dist.)	Chief General Manager (HR)
14	Sr. Manager (HR) (Civil)	Chief Engineer (Civil)	-	Chief General Manager (HR)	Executive Director (HR)
15	Sr. Manager (HR)(Legal) (Corporate Office)	Chief Legal Advisor	-	Chief General Manager (HR)	Executive Director (HR)
16	Manager (HR) (Corporate Office)	Not below the rank of Sr. Manager (HR) (Corporate Office)	Assistant General Manager (HR)	Dy. General Manager (HR) / General Manager (HR)	Chief General Manager (HR) / (T/E)
17	Manager (HR) (Circle Office)	Assistant General Manager (HR) (Zone Office)	Superintending Engineer (Dist.)	Chief Engineer (Dist.)	Chief General Manager (HR)
18	Manager (HR) (Region Office)	Assistant General Manager (HR) (Region Office)	Dy. General Manager (HR)	Chief General Manager (HR)	Regional Director
19	Manager (HR) (Civil) (Circle Office)	Superintending Engineer (Civil) (Circle Office)	-	Chief Engineer (Civil)	Chief General Manager (HR)

" Annexure C "

Sr. No.	HR Cadre	Revised Authority			
		Reporting Officer	Review	Countersigning officer	Accepting Officer
20	Manager (HR) (S&E) (Corporate Office)	Executive Director (S&E) (Corporate Office)	-	Executive Director (S&E)	Executive Director (HR)
21	Manager (HR) (IT) (Corporate Office)	Dy. General Manager (IT) (Corporate Office)	-	General Manager (IT)	Executive Director (B&R)
22	Executive Engineer (Enquiry) (Region Office)	General Manager (HR) / Dy. General Manager (HR) (Region Office)	Chief General Manager (HR)	Regional Director	Director (Operations)
23	Dy. Manager (HR) (Corporate Office)	Not below the rank of Manager (HR) (Corporate Office)	Assistant General Manager (HR)	Dy. General Manager (HR)/General Manager (HR)	Chief General Manager (HR)
24	Dy. Manager (HR) (HRMS) (Zone Office)	Assistant General Manager (HR) (Zone Office)	Dy. General Manager (HR)	General Manager (HR-HRMS)	Chief Engineer (Dist.)
25	Dy. Manager (HR) (Division Office)	Executive Engineer (Dist.) (Division Office)	-	Assistant General Manager (HR)	Superintending Engineer/ Chief Engineer
26	Dy. Manager (HR) (Civil) (Corporate Office)	Executive Engineer (Civil) (Corporate Office)	-	Chief Engineer (Civil)	Chief Engineer (Civil)
27	Head Clerk (Corporate Office)	Not below the rank of Manager (HR) (Corporate Office)	-	Not below the rank of Assistant General Manager (HR)	Not below the rank of General Manager (HR)
28	Head Clerk (Field Office)	Manager (HR) / Senior Manager (HR) (Field Office)	Assistant General Manager (HR)	Dy. General Manager (HR)	Chief Engineer (Dist.)
29	Head Clerk (Civil) (Division Office)	Executive Engineer (Civil) (Division Office)	-	Manager (HR) / Senior Manager (HR)	Superintending Engineer (Civil) / Chief Engineer (Civil)

" Annexure D "

Sr. No.	Accounts Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Chief General Manager (F&A)/CA	Director (Finance)	Chairman & Managing Director	Chairman & Managing Director
2	General Manager (F&A)	Officer not below the rank of Chief General Manager (F&A)/CA	Director (Finance)	Chairman & Managing Director
3	General Manager (F&A) (Region Office)	Concerned Regional Director	Director (Finance)	Chairman & Managing Director
4	Asstt. Gen. Manager (F&A) (Corporate Office)	General Manager (F&A) (Corporate Office)	Officer not below the rank of Chief General Manager (F&A)	Director (Finance)
5	Asstt. Gen. Manager (F&A) (Zone Office)	Chief Engineer (Dist.) (Zone Office)	Officer not below the rank of Chief General Manager (F&A)	Director (Finance)
6	Senior Manager (F&A) (Corporate Office)	Not Below the rank of Asstt. General Manager (F&A) (Corporate Office)	Not below the rank of General Manager(F&A)/ Chief General Manager(F&A)	Director (Finance)
7	Senior Manager (F&A) (Zone Office)	Not below the rank of Superintending Engineer (Zone Office)	Officer not below the rank of Chief General Manager(F&A)	Director (Finance)
8	Manager (F&A) (Corporate Office)	Not Below the rank of Senior Manager (F&A) (Corporate Office)	Not below the rank of Asstt. General Manager (F&A)/ General Manager(F&A)	Not below the rank of Chief General Manager(CA) & equivalent

" Annexure D "

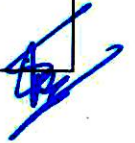
Sr. No.	Accounts Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
9	Manager (F&A) (Zone Office)	Not Below the rank of Senior Manager (F&A) (Zone Office)	General Manager(F&A) Region Office	Chief General Manager(CA)
10	Manager (F&A) (Circle Office)	Not Below the rank of Superintending Engineer (Circle Office)	General Manager(F&A) Region Office	Chief General Manager(CA)
11	Dy. Manager (F&A) (Corporate Office)	Not below the rank of Manager (F&A)/ Executive Engineer as the case may be (Corporate Office)	Not Below the rank of Sr. Manager (F&A)/ Superintending Engineer as the case may be	Not below the rank of Chief General Manager/ (CA) & its equivalent
12	Dy. Manager (F&A) (Zone/Circle)	Not below the rank of Manager (F&A) (Zone/Circle)	Not Below the rank of Sr. Manager (F&A)/ Superintending Engineer as the case may be	Chief General Manager (F&A)/(CA)
13	Dy. Manager (F&A) (Division Office)	Not below the rank of Executive Engineer (Dist.) (Division Office)	Not Below the rank of Superintending Engineer	Chief General Manager(CA)
14	Asstt. Accountant /Assistant Auditor (Corporate Office)	Not below the rank of Dy. Manager (F&A) (Corporate Office)	Officer not below the rank of Manager(F&A)	Sr. Manager(F&A)/ Asstt. General Manager as the case may be
15	Assistant Accountant/ Assistant Auditor working in field (i.e. Zone / Division / Sub Division)	Sub Divisional Officer for Sub Dn. / Dy. Manager(F&A)	Not Below the rank of Executive Engineer / Superintending Engineer as the case may be	Superintending Engineer/ Chief Engineer as the case may be

" Annexure E "

Sr. No.	IR Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Chief Industrial Relation Officer	Executive Director (HR)	Executive Director (HR)	Chairman & Managing Director
2	Jt. Chief Industrial Relation Officer	Chief Industrial Relation Officer (Corporate Office)	Executive Director (HR)	Executive Director (HR)
3	Dy. Chief Industrial Relations Officer (Corporate Office)	Chief Industrial Relation Officer (Corporate Office)	Executive Director (HR)	Executive Director (HR)
4	Dy. Chief Industrial Relations Officer (Field Office)	Chief Industrial Relation Officer (Field Office)	Concerned Chief Engineer (Dist.) (Zone)	Executive Director (HR)
5	Dy. Labour Officer (Field Office)	Dy. Chief Industrial Relations Officer (Field Office)	Jt. Chief Industrial Relation Officer	Chief Industrial Relation Officer

" Annexure F "

Sr. No.	Publicity Cadre (PR)	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Chief Public Relation Officer	Executive Director (HR)	Director (Operations)	Chairman & Managing Director
2	Jt. Chief Public Relation Officer	Chief Public Relation Officer	Executive Director (HR)	Director (Operations)
3	Dy. Chief Public Relation Officer (Corporate Office)	Chief Public Relation Officer (Corporate Office)	Executive Director (HR)	Director (Operations)
4	Dy. Chief Public Relation Officer (Region Office)	Chief Public Relation Officer (Region Office)	Regional Director	Executive Director (HR)
5	Public Relation Officer (Corporate Office)	Jt. Chief Public Relation Officer (Corporate Office)	Chief Public Relation Officer	Executive Director (HR)
6	Public Relation Officer (Zone Office)	Chief Public Relation Officer (Zone Office)	Concerned Chief Engineer (Dist.)	Executive Director (HR)



" Annexure G "

Sr. No.	Vigilance Cadre	Revised Authority		
		Reporting Officer	Countersigning Officer	Accepting Officer
1	Executive Director (S&E) (Corporate Office)	Deputation (CR is being recorded separately through IPS Cadre)		
2	Deputy Director(S&E) (Region Office)	Executive Director (S&E) (Corporate Office)	Executive Director (S&E)	Chairman & Managing Director
3	Assistant Director(S&E) (Corporate Office)	Executive Director (S&E) (Corporate Office)	Executive Director (S&E)	Executive Director (S&E)
4	Assistant Director/ Executive Engineer (S&E) (Zone Office)	Deputy Director (S&E) (Zone Office)	Executive Director (S&E)	Executive Director (S&E)
5	Security & Enforcement Officer (Corporate Office)	Assistant Director (S&E) (Corporate Office)	Assistant Director (S&E)	Executive Director (S&E)
6	Security & Enforcement Officer (Region Office)	Deputy Director (S&E) (Zone Office)	Deputy Director (S&E)	Executive Director (S&E)
7	Security & Enforcement Officer (Zone Office)	Assistant Director (S&E) / Executive Engineer (S&E) (Zone Office)	Deputy Director (S&E)	Executive Director (S&E)
8	Deputy Security & Enforcement Officer (Corporate Office)	Assistant Director (S&E) (Corporate Office)	Assistant Director (S&E)	Executive Director (S&E)
9	Deputy Security & Enforcement Officer (Region Office)	Security & Enforcement Officer (Region Office)	Deputy Director (S&E)	Executive Director (S&E)

" Annexure G "

Sr. No.	Vigilance Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
10	Deputy Security & Enforcement Officer (Zone Office)	Assistant Director(S&E) / Executive Engineer (S&E) (Zone Office)	Deputy Director (S&E)	Executive Director (S&E)
11	Assistant Security & Enforcement Officer (Corporate Office)	Assistant Director (S&E) (Corporate Office)	Assistant Director (S&E)	Executive Director (S&E)
12	Assistant Security & Enforcement Officer (ENF) (Corporate Office)	Executive Engineer (ENF) (Corporate Office)	Assistant Director (S&E)	Executive Director (S&E)
13	Assistant Security & Enforcement Officer (Region Office)	Security & Enforcement Officer (Region Office)	Deputy Director (S&E)	Executive Director (S&E)
14	Assistant Security & Enforcement Officer (Flying Squad)	Add. Executive Engineer (Dist.) (Flying Squad unit Office)	Deputy Director (S&E)	Executive Director (S&E)

" Annexure G "

Sr. No.	Vigilance Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Executive Engineer (S&E) (Corporate Office)	Executive Director (S&E) (Corporate Office)	Executive Director (S&E)	Executive Director (S&E)
2	Addl. Executive Engineer (Corporate Office)	Executive Engineer (ENF) (Corporate Office)	Executive Engineer (ENF)	Executive Director (S&E)
3	Addl. Executive Engineer (ENF) (Region Office)	Deputy Director (S&E) (Region Office)	Deputy Director (S&E)	Executive Director (S&E)
4	Addl. Executive Engineer (Flying Squad)	Deputy Director (S&E) (Flying Squad unit Office)	Executive Director (S&E)	Executive Director (S&E)
5	Assistant Engineer (Zone Office)	Asstt. Director / Executive Engineer (S&E) (Zone Office)	Deputy Director (S&E)	Executive Director (S&E)
6	Assistant Engineer (Flying Squad)	Addl. Executive Engineer (Flying Squad unit Office)	Deputy Director (S&E)	Executive Director (S&E)
7	Jr. Engineer (Flying Squad)	Addl. Executive Engineer (Flying Squad unit Office)	Deputy Director (S&E)	Deputy Director (S&E)

" Annexure H "

Sr. No.	Legal Cadre	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Chief Legal Advisor	Contractual Basis		
2	Legal Advisor (Region Office)	Chief Engineer (Region Office)	Chief Legal Advisor	Chief Legal Advisor
3	Dy. Law Officer (Corporate Office)	Chief Legal Advisor / Concerned Chief Engineer (Corporate Office)	Chief Legal Advisor	Chief Legal Advisor
4	Dy. Law Officer (Zone Office)	Legal Advisor (Region Office)	Chief Engineer	Chief Legal Advisor
5	Dy. Law Officer (Circle Office)	Legal Advisor (Region Office)	Superintending Engineer	Chief Legal Advisor
6	Asstt. Law Officer (Zone Office)	Legal Advisor (Region Office)	Chief Engineer	Chief Legal Advisor
7	Asstt. Law Officer (Circle Office)	Legal Advisor (Region Office)	Superintending Engineer	Chief Legal Advisor
8	Junior Law Officer (Corporate Office)	Concerned Chief Engineer (Corporate Office)	Chief Legal Advisor	Chief Legal Advisor
9	Junior Law Officer (Zone Office)	Legal Advisor (Region Office)	Chief Engineer	Chief Legal Advisor
10	Junior Law Officer (Circle Office)	Legal Advisor (Region Office)	Superintending Engineer	Chief Legal Advisor

" Annexure I"

Sr. No.	IT Section	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
1	Executive Director (B&R)	Chairman & Managing Director	Chairman & Managing Director	Chairman & Managing Director
2	Chief General Manager (IT)	Executive Director (B&R)	Chairman & Managing Director	Chairman & Managing Director
3	General Manager (IT)	Chief General Manager (IT)	Executive Director (B&R)	Chairman & Managing Director
4	Dy. General Manager (IT) (Corporate Office)	Chief General Manager (IT) (Corporate Office)	Executive Director (B&R)	Chairman & Managing Director
5	Dy. General Manager (IT) (Region Office)	Regional Director / Jt. Managing Director (Region Office)	Executive Director (B&R)	Chairman & Managing Director
6	System analyst (Corporate Office)	General Manager (IT) (Corporate Office)	Chief General Manager (IT)	Executive Director(B&R)
7	System analyst (Region Office)	Dy. General Manager (IT) (Region Office)	Regional Director/ Jt. Managing Director	Regional Director/ Jt. Managing Director
8	System analyst (Zone Office)	Chief Engineer (Zone Office)	Regional Director/ Jt. Managing Director	Regional Director/ Jt. Managing Director
9	Programmer (Corporate Office)	System Analyst / Dy. General Manager (IT) (Corporate Office)	General Manager (IT)	Chief General Manager (IT)

" Annexure I"

Sr. No.	IT Section	Revised Authority		
		Reporting Officer	Countersigning officer	Accepting Officer
10	Programmer (Region Office)	System Analyst (Region Office)	Dy. General Manager(IT)	Regional Director/ Jt. Managing Director
11	Programmer (Circle Office)	Superintending Engineer (Circle Office)	Chief Engineer	Chief Engineer
12	Assistant Programmer (Corporate Office)	System Analyst / Dy. General Manager (IT) (Corporate Office)	General Manager(IT)	Chief General Manager(IT)
13	Assistant Programmer (Region Office)	System Analyst (Region Office)	Dy. General Manager(IT)	Regional Director/ Jt. Managing Director
14	Assistant Programmer (Zone Office)	System Analyst (Zone Office)	Chief Engineer	Chief Engineer
15	Assistant Programmer (Circle Office)	Superintending Engineer (Circle Office)	Chief Engineer	Chief Engineer
16	Assistant Programmer (SCADA Center)	Superintending Engineer	Chief Engineer	Chief Engineer
17	Junior Programmer (Region Office)	System Analyst (Region Office)	Dy. General Manager(IT)	Regional Director/ Jt. Managing Director
18	Data Entry Operator	Programmer (Circle Office)	Superintending Engineer	Superintending Engineer

