



MAHAVITARAN

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HRD/O&M/F.No.9

Maharashtra State Electricity Distribution Co.Ltd.

Estrella Batteries Expansion Building

Ground Floor, Plot No. 1, Dharavi Road

Matunga, **Mumbai – 400 019.**

Telephone No. : 022-24077441

ADMINISTRATIVE CIRCULAR NO. 681 DATE 14.10.2024

Sub: Payment of Ex-gratia for the year 2023-24.

Considering the overall performance of the Companies and the efforts put in by the employees, the issue regarding payment of Ex-gratia for the financial year 2023-24 was under consideration. Accordingly, being a common issue, it was discussed at the level of Chairman and Managing Directors of all the four Companies.


2. Now, the Chairman and Managing Director, MSEDCL in consultation with Director (Finance) and Director (HR) have accorded approval as under –

- (a) Payment of Ex-gratia of **Rs.19,000/- (Rupees Nineteen Thousand only)** for the year 2023-24 to all the Officers and Employees including daily rated employees who have worked during the year 2023-24 and the Officers and Employees on Deputation / Engaged on contract basis such as Chief Legal Advisor, Legal Advisors, Company Secretary, Advisor (Consumer Affairs) etc. who have been recruited and working against the regular posts during the financial year 2023-24.
- (b) Payment of Ex-gratia of **Rs.13,000/- (Rupees Thirteen Thousand only)** to all the DET, GET and Sahayyak's viz. Accounts Assistant, Upkendra Sahayyak, Jr. Assistant, Vidyut Sahayyak, Sahayyak - Jr. Office Assistant, Sahayyak - Peon and Veej Sevak's etc. who have worked during the financial year 2023-24.
- (c) The Officers and employees who have worked during the part period of the financial year 2023-24 are to be held eligible for Ex-gratia payment on pro-rata basis.
- (d) The payment of Ex-gratia is restricted to the year 2023-24 only and is not to be taken as precedent for the coming years.

3. The payment of Ex-gratia should be drawn and paid by the office where the employees are working on the date of issue of this Administrative Circular irrespective of place of working of the employees during the financial year 2023-24. The necessary entries regarding payment of Ex-gratia should be made in the Service Books of the concerned employees immediately.

4. The concerned drawing and disbursing Officer should send requirement of funds towards payment of Ex-gratia to the retired/ex-employee to the Assistant General Manager (F&A-WM), Hong Kong Bank Building, Fort, Mumbai immediately. For regular employees payment will be done by CPS, HO.

5. This Administrative Circular is available on e-library of the Company.


(Bhushan D. Kulkarni)
Chief General Manager (HR)

Copy s.w.r.to:

- 1) Director (Finance)/(Operations)/(Commercial)/(Projects)/(HR), MSEDCL Corporate Office, Mumbai.
- 2) Jt. Managing Director, MSEDCL, Regional Office, Chatrapati Sambhajinagar/Kalyan.
- 3) Regional Director, MSEDCL, Regional Office, Pune/ Nagpur.
- 4) Executive Director (S&E)/(Finance)/(B&R)/(HR) MSEDCL Corporate Office, Mumbai.

Copy forwarded w.c.to:

- 1) Chief General Manger (T/E)/(C.F.)/(I.A)/(C.A)/(I.T)/ Chief Legal Advisor/ Chief Investigation Officer/ Company Secretary, MSEDCL, Corporate Office, Mumbai.
- 1) The Chief General Manager (T&S), MSEDCL, Eklahare, Nashik.
- 2) All Chief Engineers, MSEDCL (Corporate Office/ Field Offices).
- 3) Chief Engineer (Civil), Civil Zone, MSEDCL Corporate Office, Mumbai.

Copy to:

- 1) General Manager (HR-HRMS)/(Planning)/(HR), MSEDCL Corporate Office, Mumbai.
- 2) Chief Industrial Relation Officer/Chief Public Relation Officer, MSEDCL, Corporate Office, Mumbai.
- 3) OSD to CMD, MSEDCL Corporate Office, Mumbai.