

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,
Ground Floor, Plot No. 1, Dharavi Road
Matunga, Mumbai – 400 019.

Tel. No.: 022-69425141

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E-mail :cgmp@mahadiscom.in

ADMINISTRATIVE CIRCULAR NO. 704 DATE 08.01.2026

Sub. : Introduction of Schemes to provide Advance for installation of Rooftop Solar System and to purchase Four / Two wheeler Electric Vehicle (EV).

Maharashtra State Electricity Distribution Company Limited (MSEDCL) is undertaking all possible efforts to support the Clean Energy Mission to accelerate the implementation and promotion of rooftop solar adoption across the state as envisaged in various Central and State Government policies under the Rooftop Solar Programme. These efforts are aimed at contributing to the achievement of the Sustainable Development Goals (SDGs) and advancing the national objective of energy security. Further, MSEDCL is also taking initiatives to support the latest technology to achieve environmental goals (such as reducing pollution, fighting the climate change etc.)

2. Now, as a part of employee welfare and further to support above initiatives, the Schemes are being introduced and the details of these schemes including the terms and conditions are enclosed as Annexure – ‘A’, ‘B’ and ‘C’.

- i) Annexure – ‘A’ - Advance for installing Solar Rooftop System.
- ii) Annexure – ‘B’ - Advance to purchase Four Wheeler Electric Vehicle (EV).
- iii) Annexure – ‘C’ - Advance to purchase Two Wheeler Electric Vehicle (EV).

3. The General instructions are as under:

- 3.1 The employees interested to apply for advance under the Scheme will submit the application online only through the ‘Employee Portal’ and no application in any other form will be accepted.
- 3.2 The employee must submit relevant and authentic documents in support to the application while applying online.
- 3.3 The advance will be disbursed strictly as per the terms and conditions mentioned therein the Schemes.
- 3.4 It is the responsibility of an employee to utilize the advance for either installing Solar Rooftop System or to purchase Four Wheeler Electric Vehicle (EV) or to Purchase Two Wheeler Electric Vehicle (EV) only as the case may be.

3.5 The employees are not allowed to utilize this advance to purchase other types of vehicle e.g. Petrol/ Diesel/Hybrid/CNG etc.

3.6 The respective office to which the service book of the concerned employee is maintained shall verify the details submitted by the employee for utilization of the said advance as per the terms and conditions of the Schemes.

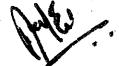
4. It is to be noted that the employee shall be liable for stringent disciplinary action like termination as per MSEDCL Employees' Service Regulations-2005 if he/she misuses the Advance received under any of these Schemes.

5. These Schemes shall be implemented with effect from 1st February, 2026. The detail instructions for submission of online application will be issued in due course. The company with its discretion is empowered to amend/modify/close any or all Schemes introduced vide this Administrative Circular.

6. This Administrative Circular is available on e-Library of the company.

Encl.: 1) ANNEXURE – ‘A’, ‘B’ and ‘C’.

2) Appendix – I & II


(Bhushan Kulkarni)
Chief General Manager (HR)

Copy s.w.r.to:

- 1) Director (Finance)/(Operations)/(HR)/(Projects)/(Commercial), MSEDCL Corporate Office, Mumbai.
- 2) Jt. Managing Director, MSEDCL, Regional Office, Chhatrapati Sambhajinagar/Kalyan.
- 3) Executive Director (F&A)/(Dist.)/(Infra.)/(Sp. Project)/(S&E)/(Comm.)/(Billing)/(HR), MSEDCL Corporate Office, Mumbai.
- 4) Regional Director, MSEDCL, Regional Office, Pune/ Nagpur.

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.
- 2) The Chief General Manager (T&S), MSEDCL, Eklahare, Nashik.
- 3) Chief Engineer (Civil), Civil Zone, MSEDCL Corporate Office, Mumbai.
- 4) All Chief Engineers, MSEDCL (Corporate Office/ Field Offices).

Copy to:

- 1) General Manager (HR)/(HR-HRMS)/(Planning), 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.

Scheme: Advance for installing Solar Rooftop System (SRT)**A. Purpose of Scheme:**

To grant advance for the installation of Solar Rooftop System to the employees for residential use only.

B. Employee eligibility for advance:

- i) All employees who have completed minimum 03 (three) years of regular service shall be eligible for advance under this scheme.
- ii) Employees who are retiring within 02 (Two) years shall not be eligible for advance under this scheme.
- iii) Employees under suspension, lien/deputation (where salary is not drawn by MSEDCL) will not be eligible for advance under this scheme.
- iv) The eligibility will be decided on the basis of the Net Salary drawn by an employee in the previous month of date of application.
- v) The employee or person in relation i.e. only father, mother, husband, wife, son or unmarried daughter (mother in law or father in law in case of married woman employee) in whose name the Solar Rooftop System is applied for must be a consumer of MSEDCL. It is necessary to submit relevant and authentic documents by the employee while applying for this advance.
- vi) The employee at first must register online for installing the Solar Rooftop Panel as per the guidelines at <https://www.pmsuryaghar.gov.in>.
- vii) The employee shall be eligible for this advance only after submission of a copy of commissioning report/certificate of installation of Rooftop Solar System.
- viii) Those employees who have already installed Solar Rooftop panels at their own costs at their residence before issuance of this scheme will not eligible for advance under this Scheme. However, will be eligible for installation of Solar Rooftop Panel at residence owned by him/her or at residence of above relative at different location.

C. Limit of advance and refund schedule:

- i) The employee must apply for advance through ‘Employee Portal’ only.
- ii) The employees shall be eligible for advance to install Solar Rooftop System as mentioned below.

Sr. no.	Solar rooftop capacity (k/w)	Limit of advance (in rupees)	Maximum no of Installments
1	1 kilo watt	30,000/-	12 months
2	2 kilo watt	60,000/-	15 months
3	3 kilo watt and above	90,000/-	18 months

- iii) The disbursement shall be subject to submission of a commissioning report/certificate.
- iv) If the employee fails to submit commissioning report/certificate of installation of Rooftop Solar System within 03 (three) months from the date of application, his/her application will be treated as cancelled.
- v) Under this Scheme, the employee shall refund the disbursed advance in maximum 12/15/18 installments as mention in Para C (ii) above from his/her monthly salary.

- vi) The recovery of the installment shall commence from the month following the month in which the advance is disbursed.
- vii) Until the full amount of advance is recovered, the Solar Rooftop System installed shall be hypothecated as security to MSEDCL. (Proforma enclosed as Appendix – II)
- viii) The advance under this scheme shall be granted as per the application date of the employee and commissioning report / certificate of installation i.e. first-cum-first serve basis and shall be limited to the funds received by the company and until it is exhausted.

D. Procedure to apply for advance and terms and conditions of refund:

a) Phase – I

- i) The employees who are interested and are consumer of MSEDCL must register his/her mobile number on <https://www.pmsuryaghar.gov.in> to generate the **beneficiary number**. The same is required while applying for advance.
- ii) After registration on the above portal, the employee can apply for the advance under the above scheme through 'Employee Portal' with the same consumer number. The employee must verify the consumer number. Also, the beneficiary number appearing in the application form after verification of consumer number is to be checked.
- iii) The employee can see and check all the service details and remuneration details. The amount of advance he/she is eligible will also be available in the application form. Every employee must verify these details.
- iv) It is mandatory for all employees to verify the Aadhar details (either self or relative) in which the application of Solar Roof Top System is submitted under central portal.
- v) The employee after verification of personal details and Aadhar details must save the application before proceeding. On saving, the application number will be generated by the system. Please keep the application number for further communication.

b) Phase – II

- vi) The employee must enter all details in the online form and attach all necessary documents (e.g. Quotation from the vendor, Feasibility Report of the concerned competent authority, etc.)
- vii) The employee must submit online undertaking while submitting the application.
- viii) The employee must submit an Agreement as per Appendix – I executed by him/her on Rs.500/- (Rs. Five Hundred only) stamp paper.
- ix) The employee shall hypothecate the Solar Rooftop System with the company in the proforma enclosed as Appendix – II executed on Rs. 500/- (Rs. Five Hundred only) stamp paper.
- x) The expense value of the stamp paper for executing the agreement shall be borne by the concerned employee.

E. Loss to the Solar Rooftop System :

- i) The employee shall ensure the Solar Rooftop System against loss or damage by fire, theft, break down, natural calamity etc.
- ii) The Company shall not be liable for any such damages and no application for waving of repayment of advance shall be entertained.



F. General conditions:

- i) Grant of advance cannot be claimed as a right by an employee.
- ii) The employee shall be eligible for advance under this Scheme for one time in the entire service.
- iii) The concern employee must install Rooftop Solar System within 03 (three) months from the date of application and submit report/s accordingly in Employee Portal.
- iv) The applications fulfilling all the terms and conditions of this Scheme submitted till 20th of the month will be considered for disbursement of advance and the advance equal to the eligible amount will be credited to the concerned employee bank account centrally by the CPS on or before every 7th day of the next month.
- v) Grant of advance under this scheme shall not be deemed to have established a claim in favor of the employee for any reimbursement or any cost of maintenance or repairs or replacement of the Solar Rooftop System.
- vi) The Company shall not be bound to grant any advance and shall also not be liable to give reasons for rejecting any application for advance.
- vii) In case of termination/retirement/resignation/death as the case may be the balance amount of advance shall be paid in full or shall be recovered from the final dues payable to the employee.
- viii) In case the employee opts out for lien/deputation (salary not drawn by MSEDCL) after disbursement of advance, in such case, he/she will be relieved only after repayment of the balance entire amount of advance.
- ix) The Company shall not be liable for any of the liability, which may arise out of use of Solar Rooftop System by the concerned employee or by any member/s of his family or any other person.
- x) The Chairman and Managing Director in consultation with Director (Finance), Director (Projects) and Director (HR) shall have the right to issue any clarification / guidelines or modifications in this scheme thereof.
- xi) The Company may from time to time amend these terms and conditions by adding to, altering or deleting any of these terms and conditions and such amended terms and conditions shall apply with effect from the date on which these terms and conditions came into force.
- xii) This scheme for advance for installing Solar Rooftop System shall be operative from **1st February 2026**.
- xiii) The advance under this Scheme is strictly for installation of Solar Rooftop System only. The employee shall be liable for stringent disciplinary action like termination as per MSEDCL Employees' Service Regulations 2005 if he/she misuses the advance received under this Scheme.
- xiv) Necessary entry for such advance shall be taken in the Service Book of the concerned employee as well as in SAP.

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Scheme: Advance to purchase Four Wheeler Electric Vehicle (EV).

A. Purpose of Scheme:

To grant advance to purchase Four Wheeler Electric Vehicle (EV) only.

B. Employee eligibility for Advance:

- i) Employees having Solar Rooftop System installation at their or at relative residence i.e. only father, mother, husband, wife, son or unmarried daughter (mother in law or father in law in case of married woman employee) shall be eligible for advance under this Scheme.
- ii) All employees in the Pay group I to IV who are in regular service and completed 3 (three) years of service shall be eligible for advance under this scheme.
- iii) Employees who are retiring within 03 (three) years will not be eligible for advance under this scheme.
- iv) Employees under suspension, lien/deputation (where salary is not drawn by MSEDCL) will not be eligible for this advance.
- v) The eligibility will be decided on the basis of Net Salary of an employee drawn in the previous month of date of application.
- vi) The Four Wheeler Electric Vehicle shall be purchased only from the dealers authorized for selling Electric Vehicles in Maharashtra.
- vii) Employee who have opted advance for purchasing Two Wheeler Electric Vehicle will not be eligible for advance for purchasing Four Wheeler Electric Vehicle under this Scheme till repayment of entire advance.

C. Limit of advance and refund schedule:

- i) The advance under this scheme shall be disbursed as per the registration number of application generated in the ‘Employee Portal’ and date of disbursement submitted by the employee and shall be limited to the funds allotted for this Scheme and until it is exhausted.
- ii) Limit of advance shall be maximum Rs. 15 lakh or 80% of total cost of Four Wheeler Electric Vehicle mentioned in the quotation whichever is less.
- iii) The advance granted to the employee under this Scheme shall be refunded in 36 installments from monthly salary of respective employee.
- iv) The disbursement shall be subject to submission of total relevant documents and fulfillment of the prescribed terms and conditions.
- v) The refund of advance in installment shall commence from the month following the month in which the advance is granted and disbursed.
- vi) Until the full amount of advance disbursed under this scheme is recovered the Four Wheeler Electric Vehicle shall be hypothecated as security to MSEDCL.

D. Procedure to apply for Advance and terms and conditions of refund:

a) Phase - I

- i) This advance will be disbursed for Purchasing Four Wheeler Electric vehicle on his/her name only.

- ii) The employees who are interested for this advance must apply online through 'Employee Portal' only.
- iii) The employee can see and check all the service details and remuneration details. Also, the amount of advance he/she is eligible will be available in the application form. Every employee must verify these details.
- iv) The employee must verify the details of the Rooftop Solar (RTS) Consumer to proceed.
- v) It is mandatory for all employees to verify the Aadhar details (either self or relative) in which the RTS Consumer exists.

b) Phase - II

- vi) The employee must enter all details in the online form and attach all necessary documents (e.g. Quotation from the authorized dealer, vehicle details, booking amount receipt etc.).
- vii) The Employee must submit the details of the authorized dealer e.g. name of the dealer, dealer address, bank details etc.
- viii) The employee must submit the online undertaking while submitting the application.
- ix) The employee must submit an agreement as per Appendix – I executed by him/her on Rs.500/- (Rs. Five Hundred only) stamp paper.
- x) The employee shall hypothecate the Four Wheeler Electric Vehicle with the company in the proforma enclosed as Appendix – II executed on Rs. 500/- (Rs. Five Hundred only) stamp paper.
- xi) The expense value of the stamp paper for executing the agreement and hypothecation bond shall be borne by the concerned employee.
- xii) The employee has to select the date of disbursement as per the waiting period of delivery of the vehicle.
- xiii) The employee after verification of details must save the application before proceeding. On saving, the application number will be generated by the system. Please keep the application number for further communication.
- xiv) The sanctioned amount of advance will be credited to the authorized dealer's bank account.

E. Loss to the Four Wheeler Electric Vehicle:

- i) The employee shall insure the Four Wheeler Electric Vehicle against loss or damage by fire, theft, break down, natural calamity etc. and shall ensure that the Insurance is continued till the full repayment of the Advance.
- ii) The Company shall not be liable for any such damages and no application for waving of repayment of advance shall be entertained.

F. General conditions:

- i) Grant of advance cannot be claimed as a right by an employee.
- ii) The employee will be eligible for advance under this Scheme for one time in the entire service.
- iii) The advance is for purchasing new Four Wheeler Electrical Vehicle for personal use only. (Not for commercial use)



- iv) The applications fulfilling all the terms and conditions of the Scheme submitted till 20th of the month will be considered for disbursement of advance and the advance equal to the eligible amount will be credited to the concerned dealers bank account centrally by the CPS on or before every 7th of the next month.
- v) The employee must upload the proof of purchase of Four Wheeler Electric Vehicle as well as vehicle Registration Certificate along with photos with the vehicle showing the vehicle registration number clearly within One month from the disbursement of Advance.
- vi) Grant of advance under this scheme shall not be deemed to have established a claim in favor of the employee for any reimbursement or any cost of maintenance or repairs or replacement of Four Wheeler Electric Vehicle.
- vii) The Company shall not be bound to grant the advance and shall also not be liable to give reasons for rejecting any application for Advance.
- viii) In case of termination/retirement/resignation/death as the case may be the balance Advance amount must be paid in full or shall be recovered from the final dues payable to the employee.
- ix) In case the employee opts out for lien/deputation (salary not drawn by MSEDCL) after disbursement of advance, in such case, he/she will be relieved only after repayment of the balance entire amount of advance.
- x) The Company shall not be liable for any of the liability, which may arise out of use of Four Wheeler Electric Vehicle by the concerned employee or by any member/s of his/her family or any other person.
- xi) The Chairman and Managing Director in consultation with Director (Finance), Director (Projects) and Director (HR) shall have the right to issue any clarification guidelines or modifications in this scheme thereof.
- xii) The Company may from time to time amend these terms and conditions by adding to, altering or deleting any of these terms and conditions and such amended terms and conditions shall apply with effect from the date on which these terms and conditions came into force.
- xiii) This scheme for Advance to purchase Four Wheeler Electric Vehicle (EV) shall be operative from 1st February, 2026.
- xiv) The advance under this Scheme is strictly for purchase of Four Wheeler Electric Vehicle only. The employee shall be liable for stringent disciplinary action like termination as per MSEDCL Employees' Service Regulations 2005 if he/she misuses the advance received under this Scheme.
- xv) Necessary entry for such advance shall be taken in the Service Book of the concerned employee as well as in SAP.



Scheme: Advance to purchase Two Wheeler Electric Vehicle (EV).**A. Purpose of Scheme:**

To grant advance to purchase Two Wheeler Electric Vehicle (EV) only.

B. Employee eligibility for Advance:

- i) Employees having Solar Rooftop System installation at their or relative residence i.e. only father, mother, husband, wife, son or unmarried daughter (mother in law or father in law in case of married woman employee) shall be eligible for advance under this Scheme.
- ii) All employees working in Pay Group I to IV who are in regular service and completed 3 (three) years of service shall be eligible for advance under this scheme.
- iii) Employees who are retiring within 02 (two) years will not be eligible for availing advance under this scheme.
- iv) Employees under suspension/lien/deputation (where salary is not drawn by MSEDCL) will not be eligible for this advance.
- v) The eligibility will be decided on the basis of Net Salary of an employee drawn in the previous month of date of application.
- vi) The Two wheeler Electric Vehicle shall be purchased only from the dealer authorized for selling Two Wheeler Electric Vehicles in Maharashtra.
- vii) Employee who have opted advance for purchasing Four Wheeler Electric Vehicle will not be eligible for advance for purchasing Two Wheeler Electric Vehicle under this Scheme till repayment of entire advance.

C. Advance limit and refund schedule:

- i) The advance under this scheme shall be disbursed as per the registration number of application generated in the ‘Employee Portal’ and date of disbursement submitted by the employee and shall be limited to the funds allotted for this Scheme and until it is exhausted.
- ii) Limit of advance shall be maximum Rs.1 lakh or 80% of total cost of Two Wheeler Electric Vehicle mentioned in the quotation whichever is less.
- iii) The advance granted to the employee shall be refunded in 18 installments from monthly salary of respective employee.
- iv) The disbursement shall be subject to submission of relevant documents and fulfillment of the prescribed terms and conditions.
- v) The refund of advance in installments shall commence from the month following the month in which the advance is granted and disbursed.
- vi) Until the full amount of Advance disbursed under this scheme is recovered the Two Wheeler Electric Vehicle shall be hypothecated as security to MSEDCL.

D. Procedure to apply for advance and terms and conditions of refund:**a) Phase - I**

- i) This advance will be disbursed for purchasing Two Wheeler Electric Vehicle on his/her name only.

- ii) The employees who are interested for this advance must apply online through Employee Portal only.
- iii) The employee can see and check all the service details and remuneration details. Also, the amount of advance he/she is eligible will be available in the application form. Every employee must verify these details.
- iv) The employee must verify the details of the Rooftop Solar (RTS) consumer to proceed.
- v) It is mandatory for all employees to verify the Aadhar details (either self or relative) in which the RTS Consumer exists.

b) Phase - II

- vi) The employee must enter all details in the online form and attach all necessary documents (e.g. Quotation from the authorized dealer, vehicle details, booking amount receipt etc.).
- vii) The Employee must submit the details of the authorized dealer e.g. name of the dealer, dealer address, bank details etc.
- viii) The employee must submit the online undertaking while submitting the application.
- ix) The employee must submit an agreement as per Appendix – I executed by him/her on Rs.500/- (Rs. Five Hundred only) stamp paper.
- x) The employee shall hypothecate the Two Wheeler Electric Vehicle with the company in the proforma enclosed as Appendix – II executed on Rs. 500/- (Rs. Five Hundred only) stamp paper.
- xi) The expense value of the stamp paper for executing the agreement and hypothecation bond shall be borne by the concerned employee.
- xii) The employee has to select the date of disbursement as per the waiting period of delivery of the vehicle.
- xiii) The employee after verification of details must save the application before proceeding. On saving, the application number will be generated by the system. Please keep the application number for further communication.
- xiv) The sanctioned amount of advance will be credited to the authorized dealer's bank account.

E. Loss to the Two Wheeler Electric Vehicle:

- i) The employee shall insure the Two Wheeler Electric Vehicle against loss or damage by fire, theft, break down, natural calamity etc. and shall ensure that the Insurance is continued till the full repayment of the advance.
- ii) The Company shall not be liable for any such damages and no application for waving of repayment of advance shall be entertained.

F. General conditions:

- i) Grant of advance cannot be claimed as a right by an employee.
- ii) The employee will be eligible for advance under this Scheme for one time in the entire service.
- iii) The advance is for purchasing new Two Wheeler Electrical Vehicle for personal use only. (Not for commercial use)



- iv) The applications fulfilling all the terms and conditions of the Scheme submitted till 20th of the month will be considered for disbursement of advance and the advance equal to the eligible amount will be credited to the concerned dealers bank account centrally by the CPS on or before every 7th of the next month.
- v) The employee must upload the proof of purchase of Two Wheeler Electric Vehicle as well as vehicle Registration Certificate along with photos with the vehicle showing the vehicle registration number clearly within One month from the disbursement of advance.
- vi) Grant of advance under this scheme shall not be deemed to have established a claim in favor of the employee for any reimbursement or any cost of maintenance or repairs or replacement of Two Wheeler Electric Vehicle.
- vii) The Company shall not be bound to grant the advance and shall also not be liable to give reasons for rejecting any application for advance.
- viii) In case of termination/retirement/resignation/death as the case may be the balance advance amount must be paid in full or shall be recovered from the final dues payable to the employee.
- ix) In case the employee opts out for lien/deputation (salary not drawn by MSEDCL) after disbursement of advance, in such case, he/she will be relieved only after repayment of the balance entire amount of advance.
- x) The Company shall not be liable for any of the liability, which may arise out of use of Two Wheeler Electric Vehicle by the concerned employee or by any member/s of his/her family or any other person.
- xi) The Chairman and Managing Director in consultation with Director (Finance), Director (Projects) and Director (HR) shall have the right to issue any clarification guidelines or modifications in this scheme thereof.
- xii) The Company may from time to time amend these terms and conditions by adding to, altering or deleting any of these terms and conditions and such amended terms and conditions shall apply with effect from the date on which these terms and conditions came into force.
- xiii) This scheme for advance to purchase Two Wheeler Electric Vehicle (EV) shall be operative from 1st February, 2026.
- xiv) The advance under this Scheme is strictly for purchase of Two Wheeler Electric Vehicle only. The employee shall be liable for stringent disciplinary action like termination as per MSEDCL Employees' Service Regulations 2005 if he/she misuses the advance received under this Scheme.
- xv) Necessary entry for such advance shall be taken in the Service Book of the concerned employee as well as in SAP.



FORM OF AGREEMENT**(To be executed by the employee on Stamp Paper of Rs 500/-)**

An agreement made this _____ day of the month of _____ the year _____ between shri/smt. _____ (hereinafter called the Applicant/Recipient, which expression shall include his legal representative/s and successor/s) of the one part and the Maharashtra State Electricity Distribution Co. Ltd., (hereinafter called the MSEDCL which expression shall include its legal representatives, successors and assignees) of the other part. Whereas the Applicant/Recipient has applied to the MSEDCL for Advance of Rs. _____ (in words) (Rupees _____) for the Roof Top Solar/Four wheeler EV/Two wheeler EV and the MSEDCL has agreed to lend the said amount to the Applicant/Recipient on the terms and conditions prescribed on the subject for the grant of Advance for the Roof Top Solar/Four wheeler EV/Two wheeler EV and the terms and conditions hereinafter contained. Now it is hereby agreed between the parties hereto that in consideration of the sum of Rs. _____ (Rupees _____) paid by the MSEDCL to the Applicant/Recipient the receipt of which the Applicant/Recipient hereby acknowledges.

The Applicant/Recipient hereby agrees with the MSEDCL (i) to refund to the MSEDCL the said amount prescribed by the MSEDCL by monthly deductions from his salary and hereby authorizes the MSEDCL to make such deductions and (ii) within one month from the date of these agreement to expend the full amount of the said Advance for the Roof Top Solar/Four wheeler EV/Two wheeler EV or if the actual price paid is less than the Advance, to refund the difference amount to the MSEDCL forthwith and (iii) to execute a document hypothecating the said Roof Top Solar/Four wheeler EV/Two wheeler EV to the MSEDCL as Security for the amount lent to the Applicant/Recipient as aforesaid.

And it is hereby lastly agreed and declared that if the proof of Roof Top Solar/Four wheeler EV/Two wheeler EV to the MSEDCL within One month from the date of this agreement or if the Applicant/Recipient within the refund period becomes insolvent or quits the service of the MSEDCL, or dies or the services of the Applicant/Recipient comes to an end for any reason, the whole balance amount of advance shall immediately become due and will be recovered from the final settlements.

In witness where of the Applicant/Recipient has hereunto set his hand the day and year first above written.

In the Presence of

Signed : _____
By the said Applicant/Recipient

1) Signature : _____
2) Name : _____
3) Address : _____

1) Name : _____
2) Designation : _____
3) CPF No. : _____
4) Place of working : _____
5) Division : _____
6) Circle : _____
7) Zone : _____
8) Region : _____

FORM OF MORTGAGE / HYPOTHECATION BOND

(To be executed by the employee on Stamp Paper of Rs 500/-)

This indenture made this _____ day of the month of _____ of the year two thousand and _____ between _____ (herein after called the Applicant/Recipient which expression shall include his legal representatives and successors) of the one part and the Maharashtra State Electricity Distribution Co. Ltd. (Hereinafter called the MSEDCL which expression shall include its legal representatives, successors and assignees) of the other part witnesses as under:-

Whereas the Applicant/Recipient has applied for and has been granted an advance of Rs. _____ (Rupees _____) for Roof Top Solar/Four wheeler EV/Two wheeler EV and whereas one of the conditions upon which the said Advance has been granted to the Applicant/Recipient is that the Applicant/Recipient would hypothecate the said Roof Top Solar/Four wheeler EV/Two wheeler EV with the MSEDCL as security for the amount lent to the Applicant/Recipient and whereas the Applicant/Recipient has purchased with the amount or partly with the amount so advance as aforesaid Roof Top Solar/Four wheeler EV/Two wheeler EV, configuration whereof are set out in the Schedule hereunder written.

Now therefore the Applicant/Recipient both hereby covenant to refund to the MSEDCL the sum of Rs. _____ (Rupees _____) aforesaid or balance thereof remaining unpaid at the date of these presents by monthly payment of Rs. _____ (Rupees _____) each on the first day of every month commencing from _____ and will pay the sum for the time being remaining due and owing at the rate notified from time to time by the MSEDCL and the Applicant/Recipient both agree that such payments may be recovered by monthly deductions from his salary and in further pursuance of the said agreement the Applicant/Recipient both hereby assign and transfer to the MSEDCL the said Roof Top Solar/Four wheeler EV/Two wheeler EV by way of security for the said Advance.

And the Applicant/Recipient hereby agrees and declares that he has paid in full the purchase price of the said Roof Top Solar/Four wheeler EV/Two wheeler EV and that the same is his absolute property and that he has not pledged, and so long as any moneys remain payable to the MSEDCL in respect of the said Advance will not sell, pledge or part with the property in or possession of the said Roof Top Solar/Four wheeler EV/Two wheeler EV provided always that it is hereby agreed and declared that if any other said installments of Advance are not paid or refund in manner aforesaid within ten days after the same are due or if the Applicant/Recipient dies or any time ceases to be in the service of the MSEDCL or if the Applicant/Recipient sells or pledges or parts with the property in or possession of the said Roof Top Solar/Four wheeler EV/Two wheeler EV or becomes insolvent or makes any composition or arrangement with the creditors or if any person takes proceedings in execution of any decree or judgment against the Applicant/Recipient the whole of the said sum of advance which shall then be remaining due and unpaid together thereon calculated as aforesaid shall forthwith become payable and it is hereby agreed and declared that the MSEDCL may on the happening of any of the events hereinbefore mentioned seize and take possession of the said Roof Top Solar/Four wheeler EV/Two wheeler EV and either remain the possession thereof without removing the same or else may remove and sell the said Roof Top Solar/Four wheeler EV/Two wheeler EV either by public auction or private contract and may out of the same moneys retain the balance of said Advance then remaining unpaid and charges, expenses payments properly incurred or made in maintaining, defending and realizing its rights hereunder and shall pay over the surplus, if any, to the Applicant/Recipient, his executors, administrators or personal representatives. Provided further that the aforesaid power of taking possession or selling of the said Roof Top Solar/Four wheeler EV/Two wheeler EV shall not prejudice the right of the MSEDCL to sue the Applicant/Recipient of his personal representatives for the said balance



remaining due or in the case of Roof Top Solar/Four wheeler EV/Two wheeler EV being sold the amount by which the net sale proceeds fall short of the amount owing, and the Applicant/Recipient hereby further agrees that as long as any advance are remaining and owing to the MSEDCCL he/she the Applicant/Recipient will ensure the said Roof Top Solar/Four wheeler EV/Two wheeler EV against loss or damage by fire, theft, natural calamity or accident and the Applicant/Recipient hereby further agrees that he will not permit, or suffer the said Roof Top Solar/Four wheeler EV/Two wheeler EV to be destroyed or injured or to deteriorate in a greater degree than, it would deteriorate by reasonable wear and tear thereof and further that in the event of any damage happening to the said Roof Top Solar/Four wheeler EV/Two wheeler EV the Applicant/Recipient will forthwith have the same repaired and made good.

In witness whereof the said Applicant/recipient hath hereunto set his hand the day and the year first above mentioned.

In the Presence of

Signed : _____
By the said Applicant/Recipient

1) Signature : _____
2) Name : _____
3) Address : _____

1) Name : _____
2) Designation : _____
3) CPF No. : _____
4) Place of working : _____

SCHEDULE INDICATING CONFIGURATION OF THE ROOF TOP SOLAR/FOUR WHEELER EV/TWO WHEELER EV HYPOTHICATED TO THE MSEDCCL

<i>Sr.No.</i>	<i>Description</i>	<i>Details</i>	<i>Remarks</i>

[Signature]

Signed : _____
By the said Applicant/Recipient

Name : _____