



MAHAVITARAN

GAD/O&M/F.No.5

Maharashtra State Electricity Distribution Co.Ltd.

Estrella Batteries Expansion Building,

Ground Floor, Plot No. 1, Dharavi Road

Matunga, Mumbai - 400 019.

**ADMINISTRATIVE CIRCULAR NO. 91 DATE 28/11/2006**

Sub : Providing the facility of reimbursement of Mobile Phone charges to the Supdtg.Engncrs(Stores), Exccutive Engncrs(Stores) and Dy.Executive Engineers(Stores) Stores Officers (Incharge of Stores Centres) of MSEDCL.

In the interest of efficient functioning of the various procurement and distribution of materials activities of Stores Department of MSEDCL, the Managing Director, MSEDCL in consultation with Director (Operation) and Director (Finance) has accorded approval to grant reimbursement of Mobile Phone charges to the following Engineers working in Stores Department of MSEDCL:-

- (i) Rs.1500/- P.M. with the annual ceiling of Rs.18,000/- or actual whichever is less during the financial year, to the Supdtg.Engrs.(Stores) in Corporate Office as well as S.M. Circle and Ex.Engrs. incharge of Major Stores.
- (ii) Rs.750/- P.M. with the annual ceiling of Rs.9000/- or actual whichever is less during the financial year, to the Dy.Ex.Engrs.(Stores)/Store Officer incharge of Stores Centre.

2. Other terms and conditions for the reimbursement of Mobile Phone charges are as under:-

- (a) The aforesaid reimbursement shall be including call and rental charges.
- (b) The cost of the hand set of the mobile phone shall be borne by the Engineers/Officers concerned.
- (c) Only National Roaming facility will be made admissible.
- (d) They will have to notify their mobile phone number to all concerned as the very purpose to reimburse mobile phone charges is for faster and effective communication at all levels.

3. This Administrative Circular comes into force with immediate effect.

( S. Y. Patil )

Chief General Manager(P)

To

- (1) All Departmental and Sectional Heads in Corporate Office, Mumbai
- (2) All S.M. Circles/Major Stores/Stores Centres of MSEDCL.