GAD/Gr.VIII(O&M)/F.No.382-A Maharashtra State Electricity Board, Estrella Batteries Expn. Compound, Ground Floor, Plot No.1 Dharavi Rd., Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.451 DT.9.3.05.

Sub: Employment of sons/daughters of deceased employees under Compassionate Appointment Scheme – Giving higher priority in the case of fatal accident while on duty.

The provision below Rule 13 of the Appendix-'G' to the MSEB Classification and Recruitment Regulations (Compassionate Appointment Scheme) is reproduced below:

- "(i) In the cases of employees who meet with fatal accident while on duty, the detailed information of the dependents of the employee should be forwarded by the Executive Engineer-in-charge of the Division through their respective Circle Head (in duplicate) within a month from the date of death of the employee. In such cases, it should not be left to the dependents to represent their case. The officer concerned should himself take the initiative and collect the information."
- 2. The intention behind the above provision is to extend the benefit of employment to the dependents of the deceased employee who met with fatal accident while on duty on priority without waiting for application are to represent the case by the dependent. However, at present a common chronology list of the dependent of the deceased employees for providing employment is maintained at zonal level. This list consists of dependents of deceased employees who met with fatal accident while on duty, dependent of the employees who expired (natural death) while in employment but not while on duty, the dependents of the employees who sought premature retirement on medical ground, dependent of employees who have been declared invalidated and whose services are terminated being declared medically unfit and invalidated before attaining the age of 50 years etc. As such, the dependent of deceased employee who met with fatal accident while on duty are not getting priority.

- 3. In view of the above, the issue has been examined and it has been decided to give higher priority to the dependent of the deceased employee who met with fatal accident while on duty over other categories while making appointment under the scheme. All the Competent Authorities who have been delegated with the powers to approve the proposal under the Compassionate Appointment Scheme are directed to maintain a separate chronology list in respect of dependents of the deceased employee who met with fatal accident while on duty and after exhausting this list, the second list (cases of the dependents of employees other than fatal accident while on duty) should be given priority.
- 4. The above instructions should be followed scrupulously.
- 5. This circular is issued with the approval of the Chairman in consultation with Secretary, T.M.(T&D), T.M.(Gen.) and A.M.

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GAD/Gr.VIII(O&M)/F.No.227 Maharashtra State Electricity Board, Estrella Batteries Expn. Compound, Ground Floor, Plot No.1 - Dharavi Rd., Matunga, Mumbai-400 019. regian is issued with the day.

Secretary NETEDLINEGER and DMINISTRATIVE CIRCULAR NO.452 DT.14.03.05

Sub: Procedure to be followed in respect of the employees against whom disciplinary action/vigilance investigation/criminal prosecution is pending.

Read: (i) C.S.No.280 dt.1.12.2003 to G.S.O.112 dt.12.2.1962. Adm. Circular No.418 dt.5.4.2004.

(ii)

The instructions were issued vide Adm. Circular No.418 dt.5.4.04 that the disciplinary authority should act upon the substantiated vigilance investigation report quickly and take decision within 2 months from the date of receipt of investigation report from the Directorate (V&S). However, it is observed that no action is being taken on the substantiated vigilance investigation report received by the Competent Authorities. Under these circumstances, the Competent Selection Committee can not take decision about selection for promotion of the employee.

- In view of the above, the following revised instructions are issued. 2.
 - No cognizance of the ongoing vigilance investigation shall be taken (1)by the C.S.C. at the time of selection.
 - In case of action pending on the substantiated vigilance investigation (2) report at the level of disciplinary authority, the selection shall be kept in a sealed cover and 3 monthly review procedure as applicable in disciplinary action cases shall be followed.
 - It is also reiterated that the substantiated vigilance report should be **(3)** acted upon within 2 months from the date of receipt from Directorate (V&S) by the disciplinary authority.
- All the appointing authorities and disciplinary authorities should follow the above instructions scrupulously.

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- 4. Consequently, the instructions issued under Adm. Circular No.418 dt.5.4.04 shall stand modified/revised to above extent.
- 5. This Circular is issued with the approval of the Chairman in consultation with Secretary, T.M.(T&D), T.M.(Gen.) and A.M.

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(S.Y.Patil)
Director of Personnel

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साप्रवि/गट-८(रवका)/न.क्र.६६४/ महाराष्ट्र राज्य विद्युत मंखळ क्ष्मारत एस्ट्रेला बॅटरीज विस्तारीत इमारत तळ मजला,धारावी रोड,भाटुंगा मुंबई - ४०००१९.

प्रशासकीय परिपत्रक क्र.४५३ दिनांक १/४/२००५

विषय: नक्षलग्रस्त/दुर्गम/आदिवासी क्षेत्रात काम करीत असलेल्या कर्मचा-यांना उच्च वेतनश्रेणीचा लाभ देणेबाबत.

प्रशासकीय परिपत्रक क्र.३७८ दि.२९.९.२००३ अन्वये नक्षलग्रस्त/आदिवासी उपयोजना क्षेत्रातील दुर्गम व दूरच्या क्षेत्रात काम करणा-या अधिकारी/कर्मचारी यांना शासन निर्णय दि.६.८.२००२ अनुसार अनुझेय असणा-या सुधारित सवलती प्रसृत करण्यात आल्या आहेत

२. सदर परिपत्रकाच्या परिच्छेद ४ मधील अनु.क्र.४ अन्तर्य दि.१.७.२००२ पासून लागू करण्यात आलेल्या दुर्गम/नक्षलग्रस्त क्षेत्रात काम करणा-या वैतनगट १ ते ४ मधील सर्व अधिकारी/कर्मचारी यांना द्वावयाच्या एकस्तर पदोन्नती योजनेबाबत विविध कार्यालयाकडून काही शंका उपस्थित करण्यात आल्या होत्या. त्याबाबत खालीलप्रमाणे खुलासा करण्यात येत आहे.

्रतस्य <mark>प्रहत्त</mark> न्तरः अपूर्वेद	प्रतिकार विकासी
१) एकस्तर पदोन्नतीचा लाभ मंजूर करण्यासाठी सक्षम अधिकारी कोण असेल?	mistry to be form to the first the first to
२) एकस्तर पदान्ततीचा लाभ मंजूर करताना गोपनीय अहवाल शिस्तभंग कारवाईचा अहवाल इ.तपासण्याची गरज आहे काय ?	नाही. ही एकस्तर पदोन्नती केवळ नक्षलग्रस्त/दुर्गम/आदिवासी क्षेत्रातील पदस्थापनेपुरतीच मर्यादित असल्यामुळे स.सा.आदेश क्र.७४ व क्र.१११ अनुसार देण्यात येत असलेला उच्च श्रेणीचा लाभ देताना अवलंबिण्यात येणारी पध्दती अनुसरावयाची आवश्यकता नाही.

३) नक्षलग्रस्त/आदिवासी/दुर्गम क्षेत्रात करणा-या कर्मचा-यांना/ काम अधिका-यांना स.सा.आदेश ४ ए. क् आदेश दि.३०.४.७४ अथवा स.सा. क्र.१११ दि.१३.५.१९४२ अनुसार उच्छ वेतन श्रेणीचा लाभ देण्यात आला असेल तर त्या व्यक्तीला आणखी एकस्तर पदोन्नतीचा लाभ देता येईल किंवा काय ?

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या बाबत प्रशासकीय परिपत्रक क्र.३७८ दि.२९.१.२००३ च्या परिच्छेद ४ (४) मध्ये खुलासा दिलेला आहे.

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नात्रकारण जन्म अपर्याचन ००८४) स. सा आदेश क्र.७४ किंवा क्र. १११ अनुसार ज्या कर्मचा-याला/अधिका-याला उच्च पदाच्या वेतनश्रेणीचा लाभ अगोदरच मंजर झाला असेल आणि त्याला त्याच पदाची पियोन्नती मिळाल्यावर किंवा पदीन्नतीच्या पदावर सामावून घेतल्यावर त्याची जर नक्षलग्रस्त/आदिवासी/दुर्मम भागामध्ये पदस्थापना झाली असेल, तर त्या कर्मचा-याला/अधिका-याला एकस्तर पदान्ततीचा लाभ देता येईल काय ?

होय. अशा कर्मचा-यास/अधिका-यास पदोन्नती मिळालेल्या अशा कर्मचा-यास/अधिका-यास पदोन्नती मिळालेल्या पदापेक्षा वरील पदाच्या वेतनश्रेणीमध्ये एकस्तर पदोन्नतीचा लाभ देता येईल, तथापि, सदर एकस्तर पदोन्नतीचा लाभ संबंधित कर्मचारी/अधिकारी नक्षलग्रस्त/आदिवासी / दुर्गम क्षेत्रात कार्यरत असेपर्यतच्या कालावधीसाठीच चालू वेवावयाचा आहे. सदर कर्मचारी/अधिकारी याची नक्षलग्रस्त/आदिवासी/दुर्गम क्षेत्रांच्या बाहेर बंदली होऊन त्या क्षेत्रातील कार्यालयातून कार्यमुक्त होताच एकस्तर पदोन्नतीचा लाभ आपोआप बंद होईल.

करवाह संस्थात अध । अधिकार क्रिक

३. सर्व संबंधित सक्षम अधिका-यांना विनंती करण्यात येते की त्यांनी अशा प्रकरणांबाबत त्यांच्या कार्यालयातच् अतिम निर्णय घ्यावा

महो प्रकार में ---

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संचालक (कर्मचारीकर्ग)

कार्यकारी अभियंता,तत्सम व त्यावरील दर्जाचे अधिकारी यांना प्रेषण यादीप्रमाणे.

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GAD/Gr.VIII-(O&M)/F.N.895/ Maharashtra State Electricity Board Estrella Batteries Expansion Building Ground Floor, Dharavi Road, Matunga Mumbai – 400,001.

ADMINISTRATIVE CIRCULAR NO. 454 DATE 05-04-2005

Sub: Providing work to the recipients of Monthly Monetary Benefit under MSEB Employees' Dependents Welfare Trust Regulations.

Read: 1) Adm.Cir.No.317 dated 20/7/1997

- 2) Adm.Cir.No.396 dated 18/8/2003
- 3) Adm.Cir.No.400 dated 16/10/2003

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The instructions have been issued vide Adm. Circular No.396 dated 18,8.2003 to utilize the services of the persons who are in receipt of Monthly Monetary Benefit for various official work befitting their qualification for a period of 10 consecutive days or 10 days in a span of fortnight during the month out? isomute and it is and

- Subsequently, it has also been clarified vide Adm. Circualr No.400 dt.16.10.03 that if the dependent could not work for 10 consecutive days for any reason, he/she should work on any 10 days in a month. They have also been allowed to compensate the absence/shortfall, if any, in the next month. Thus, getting work done for 10 days against Monthly Monetary Benefit was a condition precedent for release of payment under the scheme.
- The issue regarding waival of 10 days work in some genuine cases was under 3. consideration of the Board for sometime past. Now the Chairman in consultation with Secretary, T.M.(T&D), T.M.(Gen.) and A.M. has accorded approval to grant exemption from 10 days work to the dependents in the following categories.
 - i) Dependents who are taking education in school or college.
 - ii) Dependents who are residing outside the State and their kids are taking education outside the State.
 - The female dependents who have attained the age of 40 years and iii)

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4. The Chief Engineers/Head of Department concerned have been delegated powers to verify the facts and grant exemption under intimation to Member-Secretary of Monthly Monetary Benefit Trust in H.O., Mumbai through C.I.R.O.,

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Director of Personnel

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To All as per mailing list

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Copy to :- The Member-Secretary Monthly Monetary Benefit Trust

Head Office, Mumbai [Through: CIRO, H.O., Mumbai]

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Maharashtra State Electricity Board,
Estrella Batteries Expn. Compound,
Ground Floor, Plot No.1
Dharavi Rd., Matunga,
Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.455 DT.8-4-2005

Sub: Appointment of retired officers of the rank of Executive Engineer, Dy.Chief Accounts Officer, Dy.Establishment Officer equivalent and above as Enquiry Officers.

Read: Adm. Circular No.313 dt.18.5.99.

The instructions have been issued vide Adm. Circular No.313 dt.18:5.99 for appointment of either retired officers of the Board viz. C.E., T₁D., T₂M. and equivalent or retired Govt. Civil Officers to act as Enquiry Officer in the departmental enquiry against E.E.(equivalent and above) ordered by the Competent Authority prescribed in the MSEB Employees' Service Regulations, if the Sr.E.Es, S.Es, C.Es, T.Ds, (equivalent as the case may be) are not in a position to undertake the work of Enquiry Officer because of workload.

- 2. The issue regarding appointment of retired officers of the Board of the rank of E.E., Dy.C.A.O., Dy.E.O. equivalent and above as Enquiry Officer for conducting the departmental enquiries in respect of the employees/officers below the rank of E.E. was under consideration of the Board for some time past. Now, the Board under its Resolution No.518 dt.23.3.05 has accorded approval -
 - (1) to appoint the retired officers of the rank of E.Es., Dy.C.A.Os., Dy.E.Os. equivalent and above as Enquiry officers for conducting the departmental enquiries in respect of employees/ officers below the rank of E.E.

and

(2) to pay the fees of Rs.5000/- (inclusive of all charges) per case and TA/DA on par with Board's equivalent officers for conducting the enquiries.

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- 3. The Board has also directed that a panel of the retired officers who were having impeccable integrity while in service of the Board shall be approved by the T.M. concerned in respect of the retired officers in the technical cadre and by the A.M. and Secretary for their respective cadres. The empanelment of retired officers of the Board of the rank of C.E., T.D., T.M. etc. for appointment as Enquiry Officer in the departmental enquiry against E.E. equivalent and above officers under the provisions of Adm. Circular No.313 dt.18.5.99 shall also be done.
- 4. The panel of retired officers for appointment as Enquiry Officer shall be maintained by the Disciplinary Action Cell in H.O. The request/need for appointment of retired officers as Enquiry Officers shall be examined by the Disciplinary Action Cell and with the approval of the T.M. concerned for technical cadre and A.M. and Secretary for their respective cadres, the names of the retired officers from the approved panel for appointment of Enquiry Officers shall be communicated from H.O. to the C.Es concerned. The appointment of retired officers as Enquiry Officers shall, however, will be done by the disciplinary authority concerned. The payment of fees and TA/DA of the retired Enquiry Officers shall be made from the office of the Officer not below the rank of Executive Engineer under whose jurisdiction the delinquent employee is working after following the due procedure.
 - after following the due procedure moved and the definition of the second of the employees in T&D cadre should be given to the retired officers from Generation cadre and the enquiries of the employees in T&D cadre should be given to the retired officers from T&D cadre so as to ensure fair and impartial enquiry.
 - 6. The Board has also directed that the disciplinary authorities should ensure that the retired officers to whom the enquiry has been entrusted shall complete the enquiry and submit findings within 2 months from the date of appointment.
 - 7. The Board has authorized the Secretary in consultation with D.O.P. to decide the procedure and criteria for empanelment of the retired officers.
 - 8. The above instructions shall come into force with immediate effect.

(S.Y.Patil)
Director of Personnel

To, All as per Mailing List.

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साप्रवि/गट-८(रवका)/न.क्र.३२७/ महाराष्ट्र राज्य विद्युत मंडळ एस्ट्रेला बॅटरीज विस्तारीत इमारत तळ मजला,धारावी रोड,माटुंगा मुंबई - ४०००१९.

प्रशासकीय परिपत्रक क्र.४५६ दि.१०.५.२००५

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विषय: - सेवाप्रवेशासाठी / पदोन्नतीसाठी औद्योगिक प्रशिक्षण संस्थेच्या शैक्षणिक अर्हतेस मान्यता देणे -त्यांचेकडील तात्पुरत्या प्रमाणपत्रास विधीग्राहय समजणे.

काही तांत्रिक प्रवर्गांसाठी म.रा.वि.मंडळ वर्गीकरण व सेवाप्रवेश विनियमामध्ये सेवाप्रवेशासाठीची/ पदोन्नतीसाठीची पूर्वावश्यकता खालीलप्रमाणे विहित् करण्यात आली आहे.

"शिकांक उमेदवारी अधिनियम, १९६१ अंतर्गत राष्ट्रीय शिकांक उमेदवारी पूर्ण केल्यावर राष्ट्रीय व्यवसाय प्रशिक्षण परिषद, नवी दिल्ली यांच्याकडून देण्यात येणारे संबंधित व्यवसायातील 'राष्ट्रीय शिकांक उमेदवारी प्रशिक्षण प्रमाणपत्र' किंवा औद्योगिक प्रशिक्षण संस्थेतील व्यवसाय पाठयक्रम पूर्ण झाल्यावर राष्ट्रीय व्यवसाय प्रशिक्षण परिषद, नवी दिल्ली यांच्याकडून देण्यात येणारे 'राष्ट्रीय व्यवसाय प्रमाणपत्र'".

- २. महाराष्ट्रिश्शासन्। जिसेन् खाजगी संस्थांद्वारे चालविण्यात येणा-या विविध औद्योगिक प्रशिक्षण संस्थांकडून देण्यात येणारे तात्पुरते प्रमाणपत्र समतूल्य/विधीग्राह्य मानावे का अशी शंका काही क्षेत्रीय अधिका-यांनी उपस्थित केली होती.
- ३. या विषयासंबंधी संचालक,व्यवसाय शिक्षण व प्रशिक्षण महाराष्ट्र शासन,मुंबई यांचेकडे मार्गदर्शनासाठी संदर्भ करण्यात आला होता. त्यांचेकडून मिळीलेल्या स्मुष्टीकरणाच्या आधारे, उपस्थित केलेल्या शंकाचे खालीलप्रमाणे निरसन करण्यात येत आहे.

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अ.क्.	प्रश्न	स्पष्टीकरण हिल्ला
ণ. গ.	राष्ट्रीय व्यवसाय प्रशिक्षण परिषद,नवी दिल्ली यांच्याकडून पुढच्या तारखेने मिळावयाचे प्रमाणपत्र प्राप्त	
	यांच्याकडून पुढच्या तारखेने मिळावयाचे प्रमाणपत्र प्राप्त	मात्र त्यासाठी उमेदवाराने संबंधित
	हाइपयत राष्ट्राय शिकाक उमदवारा आधानयम १९६१	अभ्यासक्रमासाठी माज्या संस्थेमध्ये/केंद्रात/
	अंतर्गत राष्ट्रीय शिकांक उमेदवारी पूर्ण केल्यावर दिलेले	व्यवसाय तुकडीत प्रशिक्षण पूर्ण केले असेल,
	उत्तीर्णतेबाबतचे तात्पुरते प्रमाणप्रत्रु किंवा विविध	त्या व्यवसाय तुकडीत प्रशिक्षणार्थ्याने प्रवेश
,	औद्योगिक संस्थांनी दिलेले राष्ट्रीय व्यवसाय प्रमाणपत्र	घेतलेल्या वर्षापासून ती संस्था/ते केंद्र/तो
	विधाग्राह्य किंवा समतुल्य समजावयाचे का ?	व्यवसाय पाठयक्रम डी.जी.ई.टी.,नवी दिल्ली
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	₹.	उमेदवाराने शिकाकः उमेद्रवारी अधिनियम १९६१	June 1
]	अंतर्गत राष्ट्रीय शिकाऊ उमेदवारी प्रशिक्षण पूर्ण	राष्ट्राय व्यवसाय प्रशिक्षण परिषद च प्रमाणपत्र
		केल्यावर किंवा औरोपिक परिवार नंते	(पंथाच्या कायक्रमाबाबत डो.जी.ई.टी.,नवी
		केल्यावर किंवा औद्योगिक प्रशिक्षण संस्थेवात्राष्ट्रीयः	विदल्ली हे फिळवतात आणि त्यानुसार
		व्यवसाय प्रशिक्षण प्रमाणपत्र पाठयक्रम पूर्ण केल्यावर	प्रमाणपत्रे डी.जी.ई.टी,नवी दिल्ली, यांच्या
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		第二十分 · · · · · · · · · · · · · · · · · · ·	भारत एक अकार काहण के किए । जन्म
	, ३. सर्विकास	राष्ट्राय व्यवसाय प्रमाणपत्र पाठयक्रम खाजगी	मुद्दा क्र.(१) मध्ये केलेल्या खुलाशाप्रमाणे.
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वरील स्पष्टीकरणातील सूचनांचे काटेकोरपणे पालन करुन त्याप्रमाणे यथोचित कार्यवाही करण्याची सर्व संबंधित क्षेत्रीय अधिका-यांना विनंती करण्यात येत आहे. वाहार कि स्वापकारी क्ष न जास्ता जास्ति । वर्ष जीनकरी - ्रा केरण्यति अस्त तिता. खांचेज्यः - रेप्पालक्ष्यः सङ्

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हें परिपत्रक सचिव यांच्या मान्यतेने जारी करण्यात येत आहें. नार में विपादकार कार्य विकास

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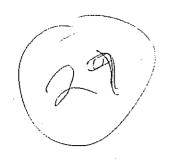
्राम्बरम् राष्ट्रास्य में ईस्ता क्रिक्**रांगटील)** मह सं कि विकास साका**संचालक (कर्मचारीवर्ग)** विकार राज्याकी पूर वाकास्य आकार, मिन्नी विकार

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/हाइक (para : चार

THE PARTY OF STATE SECTION क्रिक्स मिल्लाहरू के इस्त ः संस्थानी विसेकं या द्वीर व्यादन्ति । वातर् पंतमाच पालयहरू हो हो है है । हिस्सी क्षीतालय हिन्स सम्बद्धाः । जन्म हिन्स

क्षप्रताहः विकास समया सम्बाह हिवासी।



साप्रवि/गट-८(रवका)/न.क्र.२८३अं/ महाराष्ट्र राज्य विद्युत मंडळ, एस्ट्रेला बॅटरीज विस्तारीत इमारत, प्लॉट नं.१, तळमजला,धारावी, माहंगा,मुंबई-४०० ०१९

प्रशासकीय परिपत्रक क्र.४५७ दिनांक ३.६.२००५

विषय : लघुटंकलेखन व टंकलेखन संवर्गातील कर्मचा-यांना पदोन्नतीस पात्र ठरवितांना लघुलेखनाची व टंकलेखनाची गती चाचणी घेण्याबाबत.

वाचा: प्रशासकीय परिपत्रक क्र. ४३८ दि. १८.१०.२००४.

संदर्भिय प्रशासकीय परिपत्रकाद्वारे असा खुलासा करण्यात आला आहे की शासनाच्या वतीने घेण्यात येणा-या ५० श.प्र.मि. टंकलेखनाच्या गती चाचणीचे शासकीय वाणिज्यिक प्रमाणपत्र धारण न करणा-या ज्या कर्मचा-यांनी, सा.आ.७४ दिनांक ३०.४.७४ अन्वये मिळणारा उच्च वेतनश्रेणीचा प्रथम व द्वितीय लाभ मंजूर होण्याकरिता मंडळातर्फे घेण्यात येणारी ५० श.प्र.मि. गती चाचणी उत्तीर्ण केली आहे, अशा टंकलेखकांना पदोन्नतीसाठी अर्हताप्राप्त ग्राह्म धरण्यात यावे आणि त्यांच्या पदोन्नतीसाठी पुन्हा गती चाचणी घेण्याची आवश्यकता नाही.

- २. मंडळातील लघुटंकलेखक व वरिष्ठ टंकलेखक या पदावर काम करणा-या कर्मचा-यांनी देखील अशाच प्रकारचा मुद्दा उपस्थित केला होता.
- ३. सदर विषयाबाबत सर्वकष मुद्दे विचारात घेवून आता असा खुलासा करण्यात येत आहे की टंकलेखन व लघुटंकलेखन संवर्गातील ज्या कर्मचा-यांनी, शासकीय वाणिज्यिक प्रमाणपत्र धारक नसल्यामुळे, सा.आ.७४ दि. ३०.४.७४ अन्वये मिळणारा उच्च वेतनश्रेणीचा प्रथम व द्वितीय लाभ मंजूर होण्या अगोदर मंडळाच्या वतीने घेण्यात येणारी विहित गती चाचणी उत्तीर्ण केली आहे, अशा कर्मचा-यांना पदोन्नतीसाठी अर्हताप्राप्त ग्राह्य धरावे. सबब, अशा कर्मचा-यांना पदोन्नती देतांना त्यांची पुन्हा लघुलेखनाची व टंकलेखनाची गती चाचणी घेण्याची आवश्यकता नाही.
- ४. उपरोक्त खुलासा फक्त लघुटंकलेखन व टंकलेखन संवर्गातील कर्मचा-यांपुरताच मर्यादित राहील.
- ५. सदर परिपत्रक सचिव यांच्या मंजुरीनुसार प्रसृत करण्यात येत आहे.

संचालक (कर्मचारीवर्ग)

प्रतः

प्रेबण यादीप्रमाणे



GAD/Gr.VIII(O&M)/F.No.900 Maharashtra State Electricity Board, Estrella Batteries Expn. Compound, Ground Floor, Plot No.1 Dharavi Rd., Matunga, Mumbai-400 019.

机自己编码员

ADMINISTRATIVE CIRCULAR NO.458 DT.4.6.05

Sub: Freezing of certain activities on formation of Companies.

As per the Govt. notification and Transfer Scheme approved there under, the following Companies shall come into existence w.e.f. 6.6.05.

(1) MSEB Holding Company Ltd.

(2) Maharashtra State Power Generation Company Ltd.

(3) Maharashtra State Transmission Company Ltd.

(4) Maharashtra State Distribution Company Ltd.

- 2. As per the employees transfer scheme, the staff working in the field has been allocated on 'as is where is basis'. The staff working in H.O. is also to be allotted proportionately to the respective Company. The allotment of the staff shall be on provisional basis till the final transfer orders are issued.
- 3. In view of the above, the following instructions are issued.
 - (1) The C.Es. of O&M Zones on T&D side in the field shall not order any transfers from Distribution to Transmission and vice-versa from 6.6.05.
 - (2) No promotions in the State-wise seniority employees in T&D cadre shall be ordered after 6.6.05 as at present seniority of the T&D cadre is maintained commonly.
 - (3) Like-wise, no transfers and promotions shall be ordered in shared services cadre like GAD, Accounts, Stores, V&S, Civil, Publicity and Labour cadres etc. in respect of employees working in State-wise seniority after 6.6.05 unless the seniority lists of the employees are separated out.

- CONTRACTOR SCHOOL ROLL (4) The transfers and promotions of the employees in Pay Gr.III & IV categories in Circle-wise seniority and Division-wise seniority working in H.O. shall also not be done after 6.6.05 unless seniority lists are separated out. . -:::
- The promotions in Generation cadre shall however continue as hitherto-before as there is no change in allocation after formation of Power Generation Company.
- The above instructions should be followed till further orders by the

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Committee

This Circular is issued with the approval of the Chairman. 5.

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Director of Personnel

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GAD/Gr. VIII(O&M)/F.No.712 Maharashtra State Electricity Board, Estrella Batteries Expn. Compound, Ground Floor, Plot No.1, Dharavi Rd., Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.459 DT.4,6,05

Sub: Reimbursement of travelling expenses and local movement expenses to the outside faculties/retired officers of the MSEB.

The rates of honorarium/remuneration of guest faculty invited for delivering lectures have been notified vide Adm. Circular No.224 dt.8.7.97. There is no explicit provision for reimbursement of travelling expenses to the outside faculties and retired officers of the MSEB called for delivering lectures at Training Centres. As such, the issue regarding reimbursement of travelling expenses and local movement expenses to the outside faculties and retired officers of the Board was under consideration of the Board for some time past. Now, the Board under its Resolution No.605 dt.31.5.05 has accorded approval —

(1) to pay lumpsum amount towards Travelling Allowance expenses equivalent to AC 2 tier fare (both ways) to the outside faculties/retired officers of the MSEB who have been called for delivering the lecture at Training Centres. There would be no necessity to submit any documentary evidence for the journey undertaken.

and

- (2) to pay lumpsum amount of Rs.150/- towards local conveyance charges for movement from Bus/Railway Station to Training Centre and vice versa. There would also be no necessity of producing any documentary evidence/bill for payment of local conveyance charges.
- 2. The Board has also directed that the above payment shall be made to the outside faculties/retired officers of the MSEB immediately after delivering the lecture.
- 3. The Board has authorized the Secretary in consultation with D.O.F. to interpret the above provision and clarify the doubts, if any.
- 4. The above decision shall come into force with immediate effect.

Director of Personnel

To, All as per mailing list. idek izel G. 5 . .

साप्रवि/गट-८(रवका)/न.क.१०१/९०२/ महाराष्ट्र राज्य विद्युत मंडळ, एस्ट्रेला बॅट्टरी कृपाऊंड, विस्तारित इमारत, फॉट क्र.१,माहुंगा रोंड, धारावी,मुंबई-४०० ०१९

प्रशासकीय परिपन्नक क्र. ४६० दिनांक २१.६.२००५

विषय: दि.१.४.२००३ पासून लागू करण्यात आलेली सुधारित वेतनश्रेणी व भरे।

म.रा.वि.मंडळाच्या विविध संघटनांबरोबर वेतनवाढीच्या संदर्भात झालेल्या कराराच्या अनुषंगाने मंडळ ठराव क्र. ५९४ दि. १६.५.२००५ अन्वये मान्यता दिल्यानुसार मंडळाने त्यांच्या कर्मचारी/अधिकारी यांना दि. १.४.२००३ पासून सुधारित वेतनश्रेणी व भत्ते देण्याचा निर्णय घेतला. सदर सुधारित वेतनश्रेणी सामान्य आदेश क्रमांक १६३ (क). व सामान्य आदेश क्रा. १६४ दि. २.६.२००५ अन्वये व सुधारित भत्ते संबंधित सामान्य आदेशांच्या सुधारपत्रांन्वये अधिसूचित करण्यात आले आहेत.

- 2. या संदर्भात सर्वं संबंधित नियंत्रण अधिका-यांना विनंती करण्यात येते की उपरोक्त सामान्य आदेश क्र. १६३ (क) व १६४ (क) दि. २.६.२००५ अन्वये अधिसृचित केलेली वेतनश्रेणी तर्नेच इतर भत्ते मान्य असल्याबाबतचे/नसल्याबाबतचे अभिवचन, जून २००५ च्या वेतनाचे वाट्य करतेवेकी सोबतच्या प्रपत्र 'अ' किंवा 'ब' मध्ये, त्यांच्या नियंत्रणाखाली असलेल्या प्रत्येक कर्मचारी/अधिकारी यांचेकडून घ्यावे व ही अभिवचने संबंधित परिमंडलाच्या मुख्य अभियंत्यास सादर करावीत. सदर अभिवचने परिमंडलाच्या मुख्य अभियंत्यास मुख्य अधिकारी, मुख्य कार्यालय, मुंबई यांजकडे पाठवावीत.
- ३. मुख्य कार्यालयाच्या कर्मचा-यांच्या/अधिका-यांच्या बाबतीत संबंधित नियंत्रण अधिका-यांनी ही अभिवचने मुख्य औद्योगिक संबंध अधिकारी यांजकडे पाठवावीत.
- ४. सर्व संबंधित अधिका-यांना विनंती आहे की कर्मचा-यांनी/अधिका-यांनी दिलेंद्या अभिवचनानुसार त्यांना जून २००५ चे वेतन व भत्ते अदा करावे.
- ५. सदर परिपत्रक व्यवस्थापकीय संचालक, सुन्नधारी कंपनी (M.S.E.B.Holding Co.), व्यवस्थापकीय संचालक, वितरण कंपनी (M.S.D.C.L.), व्यवस्थापकीय संचालक वीज निर्भीती कंपनी (M.S.P.G.C.L.) व व्यवस्थापकीय संचालक पारेषण कंपनी (M.S.T.C.L.) यांच्या मान्यतेनुसार निर्गमित करण्यात येत आहे.

सोबत : प्रपन्न 'अ' व 'ब'

(सु.य.पाटील) संचालक (कर्मचारीवर्ग)

प्रत :

प्रेषण यादीप्रमाणे सर्वांना

अभिवचन (अंडरटेकिंग)

frage receives thereby to a company

महीराष्ट्रा शासनाच्या निर्णयानुसार मंडळाची पुनर्रचना करण्यात आली असून आमही खाली सही करणार, सध्या पुनरचित कंपनीत कार्यरत आहोत.

२. आम्हांस ज्ञांत आहे की मंडळाने केलेला वेतनवाढीचा करार, दि.१.४.२००३ ते दि!३१.३.२००८ यो कालावधीकरिता केला असून सदर कराराच्या अमंलवजावधीच्या सूचना सा.आ.क्र.१६३(क) आणि १६४(क) दि. २.६.२००५ अन्वये चिर्गमित केलेल्या आहेत. सदर करार व त्या अनुषंगाने निर्गमित केलेले सामान्य आदेश/सुधारपत्रे मी वाचले असून मला/आम्हाला ते पूणंतः समजले आहेत/समजावून सांगण्यात आले आहेत. मला/आम्हाला ते मान्य असल्यागुळे माझे/आमचे मासिक वेतन व भत्ते सा.आ. क्र.१६३(क) व क्र.१६४(क) दि.२.६.२००५ अनुसार म्हणजेच सुधारित वेतनश्रेणीनुसार (Revised pay-scale) देण्यात यावेत.

कार्यालयाचे नांव/विभागाचे नांव:-

अ.क्र.	कर्मचा-य	ाचे नांव	हुद्दा		कर्मचा-	-याची सही
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मार्फत: संबंधित नियंत्रण अधिकारी

किया १९२६ जा: जारबंद - श्वा**ियम (अंडस्टोर्केग)** का क्षार दूवनावर

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- 9. महाराष्ट्र शासनाच्या निर्णयानुसार मंडळाची पुनर्रचना करण्यात आली असून आम्ही खली सही करणार, सध्या पुनर्रचित कंपनीत कार्यरत आहोत.
- २. ऑम्हांस ज्ञात आहे की मंडळाने केलेला वेतनवाढीचा करार, दि.१४.२००३ ते दि.३१.३.२००१ या कालवधीकरिता केला असून सदर कराराच्या अमलवजावणीच्या सूचना सा.आ.क्.१६३(क) आणि १६४(क) दि. २.६.२००५ अन्वये निर्गमित केलेल्या आहेत. सदर करार व त्या अनुषंगाने निर्गमित केलेले सामान्य आदेश/सुधारपत्रे मी वाचले असून मला/आम्हाला ते पूर्णतः समजले आहेत/समजावून सांगण्यात आले आहेत. तथापि मला/आम्हाला ते मान्य नसल्यामुळे माझे/आमचे मासिक वेतन व भत्ते सा.आ. क्र.१५२(क) व क्र.१५३(क) दि.१०.१.२००१ अनुसार म्हणजेच पूर्व सुधारित वेतनश्रेणीनुसार (Pre-revised pay-scale) देण्यात यावेत.

कार्यालयाचे नाव/विभागाचे नाव:-

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र्ग कार्तिक एक एक्टी कार्निक

मार्फत : संबंधित नियंत्रण अधिकारी

Undertaking

GAD/Gr.VIII(O&M)/F.No.900 Maharashtra State Distribution Co. Ltd. Estrella Batteries Expn. Compound, Ground Floor, Plot No.1, Dharavi Rd., Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.461 DT.4.8.05

Sub: Transfer of personnel under transfer scheme – Redressal of grievances on allocation for employees in State-wise seniority.

The Govt. of Maharashtra vide Notification No.Reform 1005/CR-9061(2)/ NRG-5 dt.4.6.05 has notified the transfer scheme and the establishments of the erstwhile MSEB in the field along with personnel working therein have been transferred/assigned to the 3 different companies namely DISCOM, GENCO and TRANSCO. Further, the Govt. of Maharashtra vide Notification No.Reform-1/CR-9061(4)/NRG-5 dt.28.6.05 has assigned/allocated shared services of the erstwhile MSEB in H.O. like GAD, Accounts, Technical, Stores, Fire, IT, Legal, Labour, Publicity etc. and Training Deptt., Nasik, Testing Divisions in the field and Guest House, New Delhi to the 4 successor Companies.

- 2. The employees in State-wise seniority in the field have been allocated on "as is where is basis". The employees in State-wise seniority in shared services of the erstwhile MSEB in H.O. like GAD, Accounts, Technical, Stores, Fire, IT, Legal, Labour, Publicity etc. and Training Deptt., Nasik, Testing Divisions in the field and Guest House. New Delhi have also been allocated between 4 successor Companies proportionately.
- 3. The above transfer/assignment is on provisional basis and the permanent absorption/allocation is to be decided/finalised by the Govt. after settling the grievances of the employees by the appropriate Committee as notified under Schedule-F, Part-I of the transfer scheme. The final orders for permanent transfer/absorption of the personnel shall be issued by the Govt. of Maharashtra.

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4. Raising of the grievances

Jack J. Stiff

- (i) Who is entitled to raise the grievances Andraute
- on the employees in a following a categories hard entitled a total action and a state of the employees of the state of the entitled at the entitled at the entitled at the entitled at the entitled at the entitle of th

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- (a) The engineers and employees in technical cadre falling under Statewise seniority allocated to Transco and Discom.
- The employees in State-wise seniority in support services like GAD, Accounts, Civil, Stores, Fire, IT, Legal, Labour, Publicity etc. and Training Deptt., Nasik, Testing Divisions in the field and Guest House, New Delhi allocated to Transco, Discom, Genco and MSEB Holding Co.

- Who is not entitled to raise the grievances. Comment of State of
 - The engineers and technical employees working in Genco.
 - The employees in Pay Gr.III & IV falling in Circle-wise and Division-wise seniority working in field including Power Stations.
- 5. OThe Committee for the redressal of the grievances on allocation will consider the grievances on allocations, if any and recommend reallocation of the employees to the extent of available vacancies after taking into account criteria and all cogerit factors within a specified period to the Govt. The grant of the second of the Govt.
- Pursuant to the above provision under the transfer scheme, such of the employees who are entitled to raise grievances as stated in para-4(i) are requested to submit their grievances on allocation, if any, in the form enclosed herewith in the name of Shri V.R.Iyengar, E:Ocon the address given/below: and the following the management of the state of the stat Sold to the form of the

Shri V.R.Iyengar, Estt. Officer, Grievance Redressal Cell (I), M.S.Distribution Co. Ltd., Corporate Office, Prakashgad, Bandra(E), Mumbai-400 051.

- n Tue non 7. The last date for submission of grievances in the prescribed format is on or before 5.9.05. The grievances received thereafter shall not be entertained by the Committee. One advance copy of the grievances in the prescribed format should be sent directly on the above address and one copy should be sent through the concerned controlling officer not below the rank of E.E. and above.
- This Circular should be given wide publicity by circulating amongst employees 8. concerned and also displayed on the Notice Board of all offices in H.O. and field.
 - The Berger of the Control of the design This Circular is issued with the approval of M.D.(Discom)/(Transco)/(Genco)/ MSEB Holding Co.

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(S.V.Patil) Director of Personnel/Discom and Member-Secretary of the Committee (I)

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Market was a second of the way of the same All offices of Genco, Discom, Transco and MSEB Holding Co. in field and Corporate Office inne as per Mailing List. The state of the Suit Suite States AND CONTRACT OF THE PROPERTY OF THE PROPERTY OF THE

TO THE CAPMENAD(P)/CIR_CS\Adm.Cli.doc

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FORM FOR RAISING GRIEVANCE ON ALLOCATION FOR EMPLOYEES IN STATE WISE SENIORITY

1)	Ç.P.F,No	
2)	Name	SHRI/SMT/KUM SURNAME FIRST NAME
	- 12 - 12 - 24 - 12 - 12 - 12 - 12 - 12	MIDDLENAME (Full name in capital letters only)
3)	Date of birth	DD MM YYYY 4)Qualification:
5)	Designation	
6)	Present place of - Working	7)Date of joining the present post ————————————————————————————————————
9)	Company in which presently working	DISTRIBUTION TRANSMISSION: GENERATION:
10)		Requested change of company for Technical employee in Transmission & Distribution Co only (excluding employees in Civil and Stores cadre)
Ą	Choice	DISTRIBUTION : TRANSMISSION :
		Requested change of company for Technical employees in Stores & Civil cadre and Non-Technical employee in Distribution, Transmission and Generation Company only
A	Ist Choice	DISTRIBUTION : GENERATION :
В	II ad Choice	DISTRIBUTION: TRANSMISSION: GENERATION:
[]	Reasons for raising grievance on allocation	1. Specilisation & aptitude in : 2. Work Experience in :
		i)Domestic : ii)Medical (supporting documents) : **
1	Additional information if any	
		(√ mark the appropriate box)
Pla	ics:	Signature of employee

Date: P.T.O

VERIFICATION OF SERVICE PARTICULAR (By the office not below the rank of Evenitive and above)

(By the office not below the rank of Executive and above)

Certified that service particulars indicated in Col 1 to 9 have been verified from service records and found correct.

or the spaining of the con-

(Signature & Seal of office not below the rank of Executive Engineer and above)

NO:	:		Date::	

Forwarded to Shri. V.R.Iyengar, Establishment Officer Grievance Redressal Cell (1) M.S.Distribution Co. Ltd Corporate Office Prakashgad Bandra(East) Mumbai - 51 साप्रवि/गट ८(उवका)/फा.क्र.९००/ महाराष्ट्र राज्य वितरण कंपनी मयोदित, एस्ट्रेला बॅटरीज विस्तारीत कंपाऊंड, तळमजला, प्लॉट क्र. १, धारावी रोड माटुंगा, मुंबई - ४०० ०१९

प्रशासकीय परिपत्रक क्रमांक ४६२ दिनांक ०४/०८/२००५

विषय :- कर्मचारीवर्गाच्या हस्तांतरण योजनेबाबत

(Transfer of l'ersonnel Scheme)
गुख्य कार्यालयातील गंडलिन्छय तसेव विभागनिहाय सेवाज्येण्ठता सुचीतील
कर्मचा यांच्या वर्गीकरणविष्यीच्या तकारी निवारणाबाबत

महाराष्ट्र शासनाने अधिसुचना क्रमांक Reforms-1/CR-9061(4)/NRG-5 दिनांक २८/०६/२००५ अन्हारें पूर्वगागी महाराष्ट्र राज्य विद्युत गंडळ गुख्य कार्यालयातील सामायिक सेवांतर्गत उदा. सामान्य प्रशासन विभाग, लेखा, तांत्रिक, भांडार, अग्निशमन, माहिती तत्रज्ञान, विधी, कामगार, प्रसिद्धी इत्यादी, कार्यरत असण्या-या मंडलिनहाय तसेच विभागिनिहाय सेवाज्येष्ठता सुचीतील कर्मचा-यांच्या सेवा महाराष्ट्र राज्य वितरण कंपनी (DISCOM), महाराष्ट्र राज्य वीज निर्मीती कंपनी (GENCO), महाराष्ट्र राज्य पारेषण कंपनी (TRANSCO) आणि महाराष्ट्र राज्य विद्युत मंडळ सुत्रधारी कंपनी (MISMAR) Holding Co.) या चार कंपन्यांकडे वर्ग (Allotted) केलेल्या आहेत.

- २. हस्तांतरण योजनेतील तरतुदीप्रमाणे, मुख्य कार्यालयाच्या आस्थापनेवर कार्यरत असलेल्या मंडलनिहास सेवाज्येष्ठतेतील तसेच विभागनिहाय सेवाज्येष्ठतेतील कर्मचारी त्यांची वर्णीकरणाबाबत काही तक्कार असल्यास ते त्यांची तक्कार / निवेदन करू शकतात.
- ३. वरिल प्रमाणे नोंदिवण्यात आलेल्या तक्रारींच्या निवारणाकरीता नियुक्त करण्यात आलेली कर्मवारी हस्तांतरण तक्रार निवारण समिती प्रस्तुत तक्रारींची यथायोग्य दखल घेईल व रिक्त पदांची उपलब्धता, विविध कसोट्या आणि अन्य आनुषंगिक षटक विचारात घेऊन त्याप्रमाणे कर्मचा-यांच्या पुनर्वाटपाबाबतचा प्रस्ताव शासनास सादर करील.
- ४. कर्मचारी वर्गीकरण योजनेअंतर्गत करण्यात आलेल्या उपरोक्त तरतुरीला अनुसरुन मुख्य कार्यालगातील मंडलिहाय सेवाज्येष्ठता सुचीतील तसेच विभागनिहाय सेवाज्येष्ठता सुचीतील असे कर्मचारी जे तकार / आक्षेप नींदिराण्यास पात्र आहेत त्यांनी प्रस्तुत वर्गीकरणाबाबतच्या (Allocation) त्यांच्या काही तकारी असल्यास या परिपत्रकासोबत जोडलेल्या विहित नमुन्यात भरुन श्री. बी. डी. जगताप, आस्थापना अधिकारी यांचेकडे खालील पत्त्यावर पाठवाव्यात.

श्री. बी. डी. जगताम, आस्थापना अधिकारी तकार निवारण कथा (II) महाराष्ट्र राज्य वितरण कंपनी मर्यादित मुख्य कार्यालय (Corporate Office) प्रकाशगड, बांद्रा (पुर्व) मुंबई - ४०० ०५१ ५. विहित नम्न्यात तक्रारःनींदविष्यावायतचा अंतिम दिनांक ०५/०९/२००५ असा आहे. या तारखेनंतर प्राप्त शालेल्या तकारींची कोणतीही दखल घेण्यात येणार नाही, उतकारीची एक आगाऊ प्रत उपरोक्त पत्त्यावर थेट पाठविण्यात यांची तसेच एक प्रत संबंधित नियंत्रण अधिका-यामार्फत पाठविण्यात यावी.

No. 4 产品的基础的 1.1 SP 6-31 Hilliam francisco de Sere de Centre. manus elisessi etredireter

००५ ५०० । ६. प्रस्तुत परिपत्रकत्सर्व संबंधीत कर्मचा-यांच्या निदृशीनास आणावे व त्यास यथायोगय प्रसिद्धी द्यावी. त्याचप्रमाणे सर्व कंपन्यांच्या गुख्य कार्यालयातील (Corporate Office) सुचना फल्कावर देखील परिपत्रकाची प्रत लावुण्यात यावी.

७. व्यवस्थापकीय संचालक महाराष्ट्र राज्य वितरण कंपनी मयो. । महाराष्ट्र राज्य वीज निर्मिती कंपनी मयो । महाराष्ट्र राज्य पारेषण कंपनी मर्या. / महाराष्ट्र राज्य विद्युत मंडळ सुत्रधारी कंपनी यांच्या मान्यतेने सदरचे परिपत्रक जारी करण्यात येत आहे.

(बी. ऑस्. कपळे)

अपर संचालक (आस्थापना) / महाराष्ट्र राज्य वितरण कंपनी मर्यादित सदस्य-सचिव समिती (11)

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महाराष्ट्र राज्य वितरण कंपनी गर्या. / महाराष्ट्र राज्य बीज निर्मिती कंपनी मर्या. / महाराष्ट्र राज्य पारेषण कंपनी मर्या. / महाराष्ट्र राज्य विद्युत मंडळ सुत्रधारी कंपनी यांच्या मुख्य कार्यालयातील वेतनगढ - एक चे सर्व अधिकारी

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GAD/Gr.VIII(O&M)/F.No.900 Maharashtra State Distribution Co. Ltd. Estrella Batteries Expn. Compound, Ground Floor, Plot No.1, Dharavi Rd., Matunga, Mumbai-400 019.

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ADMINISTRATIVE CIRCULAR NO.462 DT.4.8.05

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Sub: Transfer of personnel under transfer scheme – Redressal of grievances on allocation for employees in Circle-wise seniority and Division-wise seniority working in H.O.

The Govt. of Maharashtra vide Notification No.Reform-1/CR-9061(4)/NRG-5 dt.28.6.05 has assigned/allocated shared services of the erstwhile MSEB in H.O. like GAD. Accounts, Technical, Stores, Fire, IT, Legal, Labour, Publicity etc. between 4 Companies namely Discom, Genco, Transco and MSEB Holding Co. It includes the employees in Circle-wise seniority and Division-wise seniority working in H.O.

- 2. As per the provisions under the scheme, the employees working in Circle-wise seniority and Division-wise seniority working in H.O. are entitled to raise their grievances on allocation, if any
- 3. The Committee for the redressal of the grievances on allocation will consider the grievances on allocations, if any and recommend reallocation of the employees to the extent of available vacancies after taking into account criteria and all cogent factors within a specified period to the Govt.
- 4. Pursuant to the above provision under the transfer scheme, such of the employees in Circle-wise and Division-wise seniority working in H.O. who are entitled to raise grievances are requested to submit grievances on allocation, if any, in the form enclosed herewith in the name of Shri B.D.Jagtap, E.O. on the address given below

Shri B.D.Jagtasp, Estt. Officer, Grievance Redressal Cell (II), M.S.Distribution Co. Ltd., Corporate Office, Prakashgad, Bandra(E), Mumbai-400 051.

5. The last date for submission of grievances in the prescribed format is on or before 5.9.05. The grievances received thereafter shall not be entertained by the Committee. One advance copy of the grievances in the prescribed format should be sent directly on the above address and one copy should be sent through the controlling officers.

- 6. This Circular should be given wide publicity by circulating amongst employees concerned and also displayed on the Notice Board of Corporate Offices of all the Companies.
- 7. This Circular is issued with the approval of M.D.(Discom)/(Transco)/(Genco)/

APPROPRIES OF THE PRESENTATION

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Addl. Director (Estt.)/Discom and Member-Secretary of the Committee (II)

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To,.
All Pay Gr.I officers of Genco, Discom, Transco and
MSEB Holding Co. in the Corporate Office.

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FORM FOR RAISING GRIEVANCE ON ALLOCATION FOR EMPLOYEES IN CIRCLE WISE /DIVISION WISE SENIORITY GROUP WORKING IN CORPORATE OFFICES OF DISTRIBUTION, TRANSMISSION AND GENERATION COMPANY AT MUMBAI

1)	C.P.F.No	
2)	Name	SHRI/SMT/KUM SURNAME FIRST NAME
		MIDDLENAME
		(Full name in capital letters only)
3)	Date of birth	DD MM YYYY 4)Qualification:
5)	Designation	
5)	Present place of Working	7)Date of joining 8)ZONE: the present post / DD MM YYYY
9)	Company in which presently working	DISTRIBUTION: GENERATION: -
10		Request for change of company
A	1st Choice	DISTRIBUTION: TRANSMISSION: GENERATION:
В	II nd Choice	DISTRIBUTION: TRANSMISSION: GENERATION:
Ī	Reasons for raising grievance on allocation	1.Promotional prospects :
		2.Personal: i)Domestic (Specify) ii)Medical (supporting documents):
2.	Additional information if any	
L	-	(√ mark the appropriate box)
	ace:	Signature of employee
	•	(Signature & Seal of office not below the rank of A.P.O in Corporate Office)
No):	Date::
Fo	M.S.Di	nce Redressal Cell (II) istribution Co. Ltd Corporate Office ngad Bandra(East)

GAD/Gr.VIII-(O&M)/F.No.903/ Maharashtra State Electricity Distribution Co.Ltd. Estrella Batteries Expansion Building Ground Floor, Plot No.1, Dharavi Road Matunga, Mumbai – 400 019.

ADMINISTRATIVE CIRCULAR NO.463 DATED 12/8/2005

Sub: Grant of additional two increments to the employees working in Technical categories.

Read: G.O.No.166(P) dated 21/7/2005.

Consequent on issue of G.O.No.166(P) dt.21/7/2005, a query has been raised as to whether the technical employees in the categories mentioned in Annexure who are in receipt of the higher grade benefit are entitled to grant of 2 additional increments as on 1/7/2005 or otherwise.

- 2. The issue has been examined and it is clarified that the higher grade/pay scale granted to the employees under G.O.74 dated 30/4/1974 is personal. As such, the technical employees falling in the categories shown in Annexure accompanied to G.O.No.166(P) dated 21/7/2005 are eligible for 2 additional increments w.e.f. 1/7/2005 even if they have been granted the higher pay scale under G.O.74 dated 30/4/2005.
- 3. This clarification is issued with the approval of Managing Directors Discom, Transco, Genco and MSEB Holding Company.

Director of Personnel

То

All as per mailing list upto the level of Executive Engineer & above in Corporate Office and Field Offices of MSPGCL, MSTCL & MSEDCL.

F.N-903

GAD/Gr.VIII(O&M)/F.No.901-902/ Maharashtra State Distribution Co.Ltd. Estrella Batteries Expansion Building Ground floor, Dharavi Road, Matunga Mumbai – 400 019.

ADMINISTRATIVE CIRCULAR NO.464 DATED 17/8/2005

Sub: Payment of difference of Encashment of Leave at the time of retirement and Gratuity due to revision of pay scales in the case of employees who have been retired/resigned/expired after 1/4/2003.

Read: (1) G.O.No.163(P) dated 2/6/2005 (2) G.O.No.164(P) dated 2/6/2005.

As per Para (P) of G.O.163(P) dated 2/6/2005 and Para (N) of G.O.164(P) dated 2/6/2005, the arrears on account of revision of pay and allowances accruing w.e.f. 1/4/2003 are to be released only after fulfilling the condition of the benchmark of repatriation of the revenue and achieving the target of reduction in T&D losses and improvement in collection efficiency.

- 2. A doubt has been raised by the field offices as to whether difference of Encashment of leave at the time of retirement and Gratuity on account of revision of pay scale is to be drawn and released in the cases of employees who have been retired/resigned/expired on or after 1/4/2003 or otherwise.
- 3. The issue has been examined and it is clarified that only the payment of arrears of pay and allowances accrued on account of revision of wages w.e.f.1/4/2003 is linked with performance. As such, the pay of the retired/resigned/expired employees after 1/4/2003 should be fixed as per provision under G.O.163(P) and G.O.No.164(P) both dated 2/6/2005 and difference of Gratuity and Leave encashment at the time of retirement on the basis of revised basic pay should be drawn and paid to the retired employees or legal heirs/nominee, as the case may be immediately. However, the arrears of pay and allowances accruing w.e.f. 1/4/2003 should not be paid.

4. This Circular is issued in consultation with D.O.F. and with the approval of M.Ds. of Discom, Genco, Transco & MSEB Holding Co.

(S.Y.Patil)
Director of Personnel

To

All Officers upto the level of Ex.Engr. in Corporate and field offices as permailing list of Discom/ Genco/Transco.

GAD/Gr.VIII(O&M)/F.No.900 Maharashtra State Distribution Co. Ltd. Estrella Batteries Expn. Compound, Ground Floor, Plot No.1, Dharavi Rd., Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.465 DT.01/09/2005

Sub: Transfer of personnel under transfer scheme – Redressal of grievances on allocation for employees in State-wise seniority.

Read: Administrative Circular No.461 dated 4/8/2005.

Considering disturbance in communication/transport system on account of heavy rains and flood in 21 Districts of Maharashtra and postal delay on account thereof, the last date for submission of grievance on allocation of the employees under the Transfer Scheme is extended upto 20th September,2005.

- 2. Other contents in the above referred Circular shall remain unchanged.
- 3. This Circular is issued with the approval of M.D.(Discom)/(Transco)/ (Genco)/MSEB Holding Co.

(S:Y.Patil)
Director of Personnel/Discom

To, Al! offices of Genco, Discom, Transco and MSEB Holding Co. in field and Corporate Office as per Mailing List.

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GAD/Gr.VIII(O&M)/F.No.900 Maharashtra State Distribution Co. Ltd. Estrella Batteries Expn. Compound, Ground Floor, Plot No.1, Dharavi Rd., Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.466 DT.01/09/2005

Sub: Transfer of personnel under transfer scheme – Redressal of grievances on allocation for employees in Circle-wise seniority and Division-wise seniority working in H.O.

Read: Administrative Circular No.462 dated 4/8/2005.

Considering disturbance in communication/transport system due to heavy rains and flood in 21 Districts of Maharashtra and postal delay on account thereof, the last date for submission of grievance on allocation of the employees under the Transfer Scheme is extended upto 20th September,2005.

- 2. Other contents in the above referred Circular shall remain unchanged.
- 3. This Circular is issued with the approval of M.D.(Discom)/(Transco)/ (Genco)/MSEB Holding Co.

(S.Y.Patil)

Director of Personnel/Discom

To,
All Pay Gr.I officers of Genco, Discom, Transco and
MSEB Holding Co. in the Corporate Office.

GAD/VIII(O&M)/Restructuring/ M.S. Electricity Distribution Co.Ltd. Estrella Batteries Expn. Building Ground floor, Dharavi Road Matunga, Mumbai-400 019.

ADMINISTRATIVE CIRCULAR NO.467 DT.06/09/2005

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Sub: Dealing with Disc. Action cases and ACB/Criminal cases initiated prior to restructuring of M.S.E.Board and thereafter in common misconduct or transfer of employee. हर्गातद्व १५%

The Maharashtra State Electricity Board has been restructured in four Govt. Companies. The Govt.of Maharashtra has notified the scheme "The Maharashtra Electricity Reforms Transfer Scheme, 2005" for providing and giving effect to the transfers of properties, interests, rights, liabilities, obligations, proceeding and personnel of MSEB to the transferees and for matters incidental and ancillary thereto: The Clause No.6 (13) of the Scheme reads as follows.

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"All proceedings including disciplinary proceedings pending against the personnel prior to the date of the transfer from the Board to the Transferee or from such Transferee to another Transferee, as the case may be, or which may relate to misconduct, lapses or acts of commission or omission committed before the date of the transfer, shall not abate and may be continued by the relevant Transferee".

Before and after restructuring of the Board some of the disciplinary action cases initiated against the employees are under process. The problems in dealing with Disciplinary Action cases initiated prior to restructuring of M.S.E.Board & thereafter, in common misconduct or transfer of employee were placed before the co-ordination committee meeting. Various aspects of disciplinary action cases were discussed at length. The action to be taken as decided in the meeting on the points raised is as under:

Sr. No.	Point raised	Action to be taken
. 1 /1 \$47,740 (***)	The disciplinary action in case of common misconduct or incident involving more than one employee and falling under the jurisdiction of more than one Competent Authority is initiated as per note 1 (i) of Schedule 'C' appended to MSEB Employees' S.Rs prior	Eventualities in such cases will be different and the action is to be taken depending on the stage of the case as follows: (a) Reply to explanation is received and decision is to be taken: In such cases the decision shall be taken by the Competent Authority of the respective Company where the employee is working.

to restructuring or thereafter HVIV างกานจะแกดภ Reply to charge sheet is received (b) ty Dil abution Co. ic and the cases are not yet and decision is to be taken. anhiliud rax send finalized. Now. In such cases the decision shall be employees are working in 38 F ... taken by the Competent Authority of - 00 | isdn different companies the respective Company where the restructuring. How to deal employee is working, with a proviso further ? $\mu_{i,i,j}$ that if the respective Competent 5 No 12 Cot 66 12/2001 Authority of Company forms an opinion to the 104 RESERVED OF appoint the Enquiry Officer, then a - DEC M S E.Bushes 260 160 Common Enquiry Officer shall be , isili⊓ ery! Bevoluk as mms appointed by him in consultation with all other Competent Authorities of other Companies, \$100 ABM2 being a common act of misconduct. क्षा किस र .iof (Lean For.) On receipt of findings from the र्वेट हर्ना Enquiry Officer the es menero respective oming hos the Competent Authorities shall take obligation: independent decision for the in shorts employees working under their iurisdiction. 274714 (c) Findings of the Enquiry Officer are er was a second Tells of the en to diagram received and decision is to be 2000 cons of 40 taken 1986 (1987) T i andbhci In such cases the decision shall be Alta office ite.of/ taken by the Competent Authority of e seglest ক্ৰমি ed your what the respective Company where the employee is working ac 5 Q** Reply to show cause notice has been submitted by the employee (d) a 860°° ્રાક્રામાં , 200 BB - 12 and decision is to be taken. - alder all system most affi no grimmou In such cases the decision shall be description of taken by the Competent Authority of loyer were to e scal the respective Company where the employee is working. For taking decision at various stages, the original Competent Authority shall news of the forward all the papers of the concerned employees to the Competent Authorities of Garage Week nerel olecital the respective Companies for taking Legen Fig. or Process En further proceedings or decision at the न्द्राह् । व्यक्ति 4 est 1 of 1 of 1 respective stage. If no such Competent 314 : THERE I'M FOR Authority is available in that Company then S. Wat dar end the Managing Director of respective person of the Company shall decide as to who should 4 9 5th act as the Competent Authority within the 44,141 Company or he himself may act as Competent Authority.

2. The disciplinary action is cinitiated prior to restructuring of the Board to by the Competent Authority of a cadre and after restructuring such Competent Authority is not available in the Company, where the employee is now working and disciplinary action is still pending. How to deal further?

In such cases the authority higher than the Competent Authority of the respective cadre shall act as Competent Authority inthe respective Company. In absence of such higher authority, the Managing Director of respective Company shall decide as to who should act as the Competent Authority within the Company or he himself may act as Competent Authority. The original Competent Authority shall forward ali related documents to the relevant Companies for taking further action.

3. Vigilance report the or preliminary report is received for taking disciplinary action in common case prior to or after restructuring is against employees but decision on vigilance report is not vet taken and proceedings could not be initiated and now some of the employees are working in different Companies. How to deal with such cases?

1

The copies of the Vigilance Report or the Preliminary Report shall be forwarded by the report receiving authority to the respective Competent Authority of the Company where the employee is working in for taking sturther decision. In case no 🔯 Competent Authority is available to take action in that Company then the Managing Director of respective Company shall decide as to who should act as the Competent Authority within the Company or he himself may act as Competent Authority. Subsequently, if the respective Competent Authority of the concerned Company issues chargesheet receives the reply to the chargesheet and forms an opinion to appoint the Enquiry Officer, then a common Enquiry Officer shall be appointed by him in consultation with all other Competent Authorities of other Companies, being a common act of misconduct. Thereafter, on receipt of findings of Enquiry Officer the respective Competent Authorities shall independent decision for the employees working under their jurisdiction.

The ACB/Police report received seeking sanction to prosecute an employee or the orders of Criminal Court received convicting the employee. However, the Competent Authority is not

If no such Competent Authority is available, then the Managing Director of respective Company shall decide as to who should act as the Competent Authority within the Company or he himself may act as Competent Authority. For this purpose the report or judgement receiving

available for taking decision Authority shall forward after restructuring, How to doguments to the concernations deal further?	all related
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All Officers as per mailing list upto the level of Sub-Division Offices of M.S.E.Dist.Co.Ltd., M.S.Power Gen.Co.Ltd., M.S.E.Transmission Co.Ltd. and MSEB Holding Co.Ltd. in Corporate Offices and Field Offices. axis: of arite it. The trail

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