



**MAHAVITARAN**  
Maharashtra State Electricity Dist.Co.Ltd  
(A Govt. of Maharashtra Undertaking)  
CIN : U40109MH2005SSGC153645  
E-mail : [cgmp@mahadiscom.in](mailto:cgmp@mahadiscom.in)

**HRD/RC/F.No.41/**  
Maharashtra State Electricity Distribution Co.Ltd.  
Estrella Batteries Expansion Building,  
Ground Floor, Plot No. 1, Dharavi Road  
Matunga, **Mumbai – 400 019.**  
**Telephone No. : 022-24077441**  
**Fax No. : 022-24025763**  
**Website : [www.mahadiscom.in](http://www.mahadiscom.in)**

**CORRECTION SLIP NO.62 DATE 03/09/2015**

*[ To Classification & Recruitment Regulations, 2005 ]*

Sub : Revising the pre-requisites for the post of Lower Division Clerk (Accounts) and Lower Division Clerk (HR).

Ref : (i) Read Correction Slip No. 50 dated 17.09.2012  
(ii) Read Correction Slip No.49 dated 13.09.2012

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In exercise of the powers delegated to him vide Adm. Circular No. 1 dated 29.09.2005, the Managing Director in consultation with Director (Finance), Director (Projects) and Director (Operations) has accorded approval to revise the pre-requisites i.e. method of filling the post of Lower Division Clerk (Accounts / HR) under direct recruitment as under :-

2. Accordingly, the revised method of filling for the above post appearing in the Classification & Recruitment Regulations, 2005 shall stand replaced as per the Annexure 'A' to this Correction Slip.
3. This Correction Slip shall come into force with immediate effect.
4. This Correction Slip is available on Company's R-APDRP Portal.

Enclosure: Annexure 'A'

**( Sandesh Hake )**  
**Chief General Manager (HR)**

**REVISED PRE-REQUISITES**

**Annexure - 'A'**

Schedule A - 2 appended to Classification & Recruitment Regulations, 2005

Name of the Post	Revised Qualification	Existing Method of Filling	Revised Method of Filling under Direct Recruitment
Lower Division Clerk (Accounts)	B.Com/ BMS/BBA with MSCIT or its equivalent	100% by way of Direct Recruitment	Initially post will be filled in by engaging as a <b>"JUNIOR ASSISTANT (ACCOUNTS)"</b> on fixed remuneration on contractual basis for a period of 3 years and on satisfactory completion of contractual period will be absorbed to the post of LDC (Accounts) on regular basis at the minimum of the pay-scale. Note: The fixed remuneration shall be Rs.10,000/- for first year; Rs.11,000/- for second year and Rs.12,000/- for third year. Post Graduates in Commerce/ Finance will be paid additional remuneration of Rs.1000/-
Lower Division Clerk (HR)	Degree in Arts, Science, Commerce or Management/ Administration from a University recognized by the UGC or equivalent qualification and should have passed MSCIT exam or equivalent or higher qualification in Computer Proficiency recognized by AICTE	75% by way of Direct Recruitment; 15% by way of Internal Notification from amongst pay-group IV Tech and Non-Tech employees having minimum 1 year regular service and 10% by way of Departmental promotion from amongst Pay-group IV Non-Tech categories	Initially post will be filled in by engaging as a <b>"JUNIOR ASSISTANT (HR)"</b> on fixed remuneration on contractual basis for a period of 3 years and on satisfactory completion of contractual period will be absorbed to the post of LDC (HR) on regular basis at the minimum of the pay-scale. Note: (i) The fixed remuneration shall be Rs.10,000/- for first year; Rs.11,000/- for second year and Rs.12,000/- for third year. Post Graduates will be paid additional remuneration of Rs.1000/- (ii) Employees selected against Internal Notification and Promotion will be absorbed directly on regular basis at the minimum of the pay-scale. (iii) For Promotion and Internal Notification, the existing method remains the same.