



MAHAVITARAN
Maharashtra State Electricity Dist.Co.Ltd
(A Govt. of Maharashtra Undertaking)
CIN : U40109MH2005SGC153645

HRD/O&M/F.No.02-B/
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CORRECTION SLIP NO. 47 DATED 04.02.2020
(To MSEDCL Employees' Service Regulations-2005)

Sub : Revising the exiting SECOND SCHEDULE appended to MSEDCL Employees' Service Regulation-2005 .

In exercise of the powers delegated vide Administrative Circular No. 01 Dt. 29.09.2005, the Chairman & Managing Director in consultation with Director (Finance), Director (Operations), Director (Projects), Director (Commercial) and Director (HR) has accorded approval to revised exiting **SECOND SCHEDULE** appended to MSEDCL Employees' Service Regulation-2005.

2. The revised **SECOND SCHEDULE** is shown in **Annexure – 'A'** appended to MSEDCL Employees' Service Regulation-2005 to this Correction Slip..
3. Consequently, the revised Committees / Authorities to act under **SECOND SCHEDULE** appended to MSEDCL Employees' Service Regulation-2005 shall stand replaced as per **Annexure-'A'** attached to this Correction Slip.
4. This Correction Slip shall come into force with immediate effect.
5. This Correction Slip is made available on Company's **e-Library**.

Encl.:- Annexure- 'A'


(Cdr. Shivaji Indalkar) (Retd)
Chief General Manager (HR)

[C.S. 47 Dt. 04.02.2020 to MSEDCL's Employee Service Regulation, 2005]

SECOND SCHEDULE**THE CONSTITUTION OF VARIOUS SELECTIONS COMMITTEES****(I) For Posts in the rank of Superintending Engineer, its equivalent & above:**

Sr. No	Category of the Post	Composition of Selection Committee		Remark
1	2	3	4	5
(A)	For Executive Director / Regional Directors & its equivalent	Chairman & Managing Director	Chairman of the CSC	
		All Functional Directors	Member	
(B)	For posts in Pay Group -I in the rank of Chief Engineer / Chief General Manager & its equivalent and below upto the rank of Superintending Engineer / Dy. General Manager & its equivalent	Chairman & Managing Director	Chairman of the CSC	
		All Functional Directors	Member	
		Executive Director [as nominated by Chairman of CSC]	Member	

Note :-

- The Chairman & Managing Director may nominate **ONE Additional Member** of the status of Executive Director on the Selection Committee, if considered necessary. Such member may be an outsider.

(II) For Technical Posts including Civil Posts:

(A)	For posts in Pay Group -I of the rank of Executive Engineer and below upto Pay Group -II & Pay Group - III (State-wise seniority)	Director (Operations), Director (Projects) and Director (Commercial) in rotation	Chairman of the CSC	
		Executive Director (HR)	Member	
		Executive Director [as nominated by Chairman of CSC]	Member	
		Chief Engineer [as nominated by Chairman of CSC]	Member	
		Chief General Manager (HR)	Member	
		Chief General Manager (TE)	Member	

Note :-


- The Chairman of the Selection Committee may nominate **ONE Additional Member** on the Selection Committee, if considered necessary.
- In absence of Chairman of Selection Committee, whose turn is due, the next Director in rotation shall preside over the meeting.
- The Social Welfare Officer and project Officer / Tribal Development Officer should be nominated for selecting candidates for the post of Junior Engineer.

(III) For Human Resource / Labour & Industrial Relations (Including Sports)/Publicity / Legal Posts:

Sr. No	Category of the Post	Composition of Selection Committee		Remark
		3	4	
(A)	For posts in Pay Group -I upto the rank of Assistant General Manager (HR), Senior Manager (HR) its equivalent.	Director (HR)	Chairman of the CSC	
		Executive Director (HR)	Member	
		Chief General Manager (HR)	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		CPRO / CIRO / CLA [for their respective Cadre only]	Member	
<p>Note :-</p> <p>1. The Chairman of the Selection Committee may nominate ONE Additional Member on the Selection Committee, if considered necessary.</p> <p>2. In absence of Chairman of Selection Committee, Executive Director (HR) shall preside over the meeting.</p>				
(B)	For posts in Pay Group -I of the rank of Manager (HR) its equivalent and below upto Pay Group -II Posts	Executive Director (HR)	Chairman of the CSC	In case post of ED (HR) is vacant for whatsoever reason, Director (HR) will act as Chairman of CSC
		Chief General Manager (HR)	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		CPRO / CIRO / CLA [for their respective Cadre only]	Member	
(C)	For posts in Pay Group-III of the rank of Head Clerk and its equivalent	Chief General Manager (HR)	Chairman of the CSC	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Dy. General Manager (HR) [as nominated by Chairman of CSC]	Member	
		CPRO / CIRO / CLA [for their respective Cadre only]	Member	
		Assistant General Manager (HR) [as nominated by Chairman of CSC]	Member	


(IV) For Security & Enforcement Posts:

Sr. No	Category of the Post	Composition of Selection Committee		Remark
1	2	3	4	5
(A)	For post of the rank of Deputy Director (S&E) and Assistant Director (S&E)	Director (HR)	Chairman of the CSC	
		Executive Director (S&E)	Member	
		Chief General Manager (HR)	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Senior most Dy. Director (S&E)	Member	
Note:- 1. The Chairman of the Selection Committee may nominate ONE Additional Member on the Selection Committee, if considered necessary. 2. In absence of Chairman of Selection Committee, Executive Director (S&E) shall preside over the meeting.				
(B)	For posts in Pay Group – I of the rank of Security & Enforcement Officer & below upto Pay Group –II Posts	Executive Director (S&E)	Chairman of the CSC	
		Chief General Manager (HR)	Member	
		Dy. Director (S&E) [as nominated by Chairman of CSC]	Member	




(V) For Finance & Accounts Posts:

Sr. No.	Category of the Post	Composition of Selection Committee		Remark
1	2	3	4	5
(A)	For Posts in Pay Group-I upto the rank of Senior Manager (F & A) its equivalent & above	Director (Finance)	Chairman of the CSC	
		Executive Director (F & A)	Member	
		Executive Director (HR)	Member	
		Chief General Manager (F&A) [as nominated by Chairman of CSC]	Member	
		Chief General Manager (HR)	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
Note:- 1. The Chairman of the Selection Committee may nominate ONE Additional Member on the Selection Committee, if considered necessary. 2. In absence of Chairman of Selection Committee, Executive Director (F & A) shall preside over the meeting.				
(B)	For posts in Pay Group -I of the rank of Manager (F & A) its equivalent and below upto Pay Group -II Posts	Executive Director (F & A)	Chairman of the CSC	
		Chief General Manager (F & A) [as nominated by Chairman of CSC]	Member	
		Chief General Manager (HR)	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
(C)	For Posts in Pay Group-III State-wise Seniority	Chief General Manager (F&A)	Chairman of the CSC	
		General Manager (F&A) [as nominated by Chairman of CSC]	Member	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Assistant General Manager (F&A) [as nominated by Chairman of CSC]	Member	



(VI) For Information & Technology Posts:

Sr. No.	Category of the Post	Composition of Selection Committee		Remark
		5	6	
(A)	For Posts in Pay Group-I of the rank of System Analyst and its equivalent.	Director (HR)	Chairman of the CSC	
		Executive Director (B & R)	Member	
		Chief General Manager (HR)	Member	
		Chief General Manager (IT)	Member	
		General Manager (IT) [<i>as nominated by Chairman of CSC</i>]	Member	
Note :- 1. The Chairman of the Selection Committee may nominate ONE Additional Member on the Selection Committee, if considered necessary. 2. In absence of Chairman of Selection Committee Executive Director (B & R) shall preside over the meeting.				
(B)	For Posts in Pay Group-I, II & III- State-wise Seniority not covered above at (A)	Executive Director (B & R)	Chairman of the CSC	
		Chief General Manager (IT)	Member	
		Chief General Manager (HR)	Member	
		General Manager (IT) [<i>as nominated by Chairman of CSC</i>]	Member	
		General Manager (HR) [<i>as nominated by Chairman of CSC</i>]	Member	



(VII) For Circle-wise Seniority Posts:

Sr. No.	Category of the Post	Composition of Selection Committee		Remark
1	2	3	4	5
A Corporate Office				
1	For Technical Posts:	Chief General Manager (TE)	Chairman of the CSC	
		General Manager (HR) / Deputy General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Executive Engineer [as nominated by Chairman of CSC]	Member	
2	For HR Posts:	Chief General Manager (HR)	Chairman of the CSC	
		General Manager (HR) / Dy. General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Assistant General Manager (HR) [as nominated by Chairman of CSC]	Member	
3	For F & A Posts:	Chief General Manager (F&A)	Chairman of the CSC	
		General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Assistant General Manager (F&A) [as nominated by Chairman of CSC]	Member	
		Assistant General Manager (HR) [as nominated by Chairman of CSC]	Member	
B	For Field Offices:	Chief Engineer of the Zone	Chairman of the CSC	
		Superintending Engineer of the respective Circle	Member	
		Assistant General Manager (HR) of the Zone	Member	
		Manager (HR) [as nominated by Chairman of CSC]	Member	
		Manager (F&A) / Senior Manager (F&A) for F&A Posts only [as nominated by Chairman of CSC]	Member	

Note:-1. In case, where HR / F&A Head [not below the rank of Assistant General Manager (HR) , Manager(HR) / Manager (F&A) or Senior Manager (F&A)] is/are not available in Zone / Circle for any reason whatsoever, an officer of the same post from the adjoining Zone / Circle should be co-opted as a member on the Competent Selection Committee.

(VIII) For Division-wise Seniority Posts:

Sr. No.	Category of the Post	Composition of Selection Committee		Remark
1	2	3	4	5
A	In Corporate Office	General Manager (HR) [as nominated by CGM (HR)]	Chairman of the CSC	
		Assistant General Manager (HR) [as nominated by Chairman of CSC]	Member	
		Senior Manager (F&A) [as nominated by Chairman of CSC]	Member	
		Executive Engineer Only in case for Technical Employee [as nominated by Chairman of CSC]	Member	
B	For Field Offices:-	Executive Engineer of the Division	Chairman of the CSC	
		Additional Executive Engineer or Deputy Executive Engineer [as nominated by Chairman of CSC]	Member	
		Manager (HR) of the concerned Circle	Member	
		Deputy Manager (HR) of the concerned Division	Member	

Note :-

1. In case of Pay Group IV employees working in Circle / Zone Office, the selection process will be done by the concerned Division Office where seniority of Pay Group IV employees is maintained.
2. In case, where Additional Executive Engineer or Deputy Executive Engineer and Dy. Manager (HR) is / are not available, for whatsoever, an officer of the same post from the adjoining office should be co-opted as a member on the Competent Selection Committee.
3. In case of selection of Watch and Ward staff, the Deputy Director (S&E) or Security & Enforcement Officer of the respective Circle / adjoining Office shall be included as Member.

GENERAL NOTES

- 1) Absence of any Member of the Selection Committee for any reasons, whatsoever, shall not render the selection/s invalid.
- 2) In the event of the Chairman of the Selection Committee not being able to be present at the time of meeting he may nominate another Member of the same Selection Committee to preside over that meeting.
- 3) Selection Committee shall function only when there is a quorum of atleast two (02) Members including the Chairman or the nominated Chairman.
- 4) Selection Committee for posts of Assistant General Manager (HR)/Assistant General Manager (F&A) its equivalent and below may be modified/alterd or new Committee constituted by the Chairman & Managing Director in consultation with all the functional Directors and Executive Director (HR) whenever deemed necessary. The Chief General Manager (HR) shall be the authority competent to notify the changes made in the Constitution of the Selection Committee.

- 5) The Chairman & Managing Director of the Company is delegated with powers to condone, in consultation with Director (HR) & Executive Director (HR) any irregularity committed in constituting improper Selection Committees in respect of categories of post included in the MSEDCL Classification and Recruitment Regulations.
- 6) The Chairman of the Selection Committee shall nominate an officer belonging to one of the Backward Classes preferably from SC, ST, VJ-A, NT-B, C, D or SBC of the rank of Executive Engineer equivalent and above where selection is to be made against the post reserved for Backward Class candidates for Pay Group I, II & III employees.
- 7) On Selection Committee for Pay Group IV employees, both in the Corporate Office and Field Offices, the Chairman of the said Selection Committee shall nominate one of the officers from Backward Class Communities preferably from SC, ST, VJ-A, NT-B, C, D or SBC of the rank of Pay Group I or Pay Group II as a Member.
- 8) For selection of candidates under direct recruitment to Pay Group III & Pay Group IV posts, an Officer of the Government Social Welfare Department of the respective Districts not below the rank of Class II Gazetted Officer and the Project Officer, Integrated Tribal Development Project Tribal Development Officer not below the rank of Class II Officer as enlisted in Twenty Forth Schedule of the Service Regulations, shall be nominated and invited to be the two additional Members of the Competent Selection Committee by giving notice to them 15 days in advance. The selection of the candidates for Pay Group III & Pay Group IV posts which are made in the absence of an Officer of Social Welfare Department of respective Districts not below the rank of Class II Gazetted Officer and the Project Officer, Integrated Tribal Development Project Tribal Development Officer, not below the rank of Class II Officer is liable to be treated as irregular.
- 9) The Chairman of the Selection Committee is authorized to sanction honorarium of Rs.500/- to the outsider if nominated on the Selection Committee and to reimburse the expenditure equivalent to the Travelling Allowance as admissible to Pay Group I Officer as per the existing Travelling Rules of the Company.
- 10) The Functional Director concerned as indicated in the Composition of Selection Committee means Director (Operations), Director (Projects), Director (Finance), Director (Commercial) and Director (HR) as the case may be for their respective cadre posts. In the eventuality of non-availability of the concerned Functional Director of the concerned cadre, the Chairman & Managing Director shall nominate any other Director to preside over the Selection Committee.
11. a) The Chairman of the Selection Committee shall nominate an Officer belonging to the Minority Community not below the rank of Pay Group II Officer as an additional Member for making selections to 10 or more vacancies in Pay Group III & Pay Group IV categories and where the number of vacancies is less than 10, no effort should be spared in finding a Minority Community Officer to such Committees.
11. b) The Chairman of the Selection Committee shall nominate Woman Representative belonging to either Open or Backward Class category not below the rank of Pay Group II Officer as an additional Member of the Selection Committee for Pay Group III & Pay Group IV categories.

