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**Office of Chief General Manager (TE),**  
Maharashtra State Electricity Distribution Co. Ltd.,  
'Prakashgad', Plot No.G-9, Bandra( E),  
MUMBAI - 51

No: CGM (TE)/TE Section/Transfers 2020/16029

Date: 01.10.2020

**To,**  
**The Joint Managing Director, MSEDCL, Aurangabad / Kokan Region, Kalyan.**  
**The Regional Director, MSEDCL, Nagpur / Pune Region.**  
**All Zonal Chief Engineer, MSEDCL.**

**Sub: Guidelines regarding detailed posting of Request Transferees/Promotees and Compulsory Vacancy.**

**Ref: Administrative Circular No. 607 Dt.07.08.2020.**

With reference to above, the Transfer Policy-2020 has been promulgated vide Administrative Circular No. 607 Dt. 07.08.2020, read with Amplification Notes letter No. 13742 Dt. 27.08.2020 and Letter No. HRD/O&M/F.No. 5/15201 Dt. 17.09.2020.

The concept of CVs was introduced in the company for the first time, this year, to bring about equitable distribution of vacancies across our offices. Being a new concept, it understandably took time, to be understood by our rank and file, and gain acceptance by our unions. The Corporate Office and Regional Offices have accordingly declared CVs of all the posts, under their jurisdiction.

This office from time to time, has clarified on some of the parameters to be considered, to assess the relative importance of various posts. The CVs were expected to be accordingly declared by the field offices, in a manner that the more important posts do not remain vacant, while less important posts are filled up.

On review of the CVs declared by field offices, it is observed that, the guidelines issued have not been followed, by some officers. It is seen that some important Section Offices/ Distribution Centers and other operationally important posts have been declared as CVs. This is bound to lead to a situation wherein important posts remain vacant while less important posts get filled up and may create serious operational problems. The issue was discussed, in detail in the union meeting, by Directors (Operations) and Director (HR) and the concerned staff.

Considering the foregoing, following directions are issued.

1. Transfers of Add. EEs, Dy. EEs, AEs and JEs have been recently issued by this office. All field officers shall therefore review the CVs, before the transfers /detailed posting of these officers is issued. Officers are liable to be asked the rationale of keeping an obviously important post vacant by declaring it CV and filling up a less important post. Field offices normally assume more importance compared to a post in the administrative capacity.



2. The sequence to be followed for transfers/detailed posting shall be as follows:
  - (a) Request transfers will be decided first. For this purpose, the persons whose transfer orders have been issued by Higher Office, and the persons whose request transfers are under the respective jurisdiction, will be treated as **one pool**. The transfer of persons in this pool will be decided on category/merit of individual request. For example, a Category 1 person whose transfer is under the jurisdiction of a lower office will get priority over a Category 2 person whose transfer order has been issued by the higher office, if both are requesting for the same place.
  - (b) In the second phase, detailed posting shall be given to all promotees allotted to respective office for the remaining places/offices.
3. Date of relieving may be extended in case of pandemic related reasons, as envisaged in our policy dt 07<sup>th</sup> Aug 20.

  
(Bharat Biru Jadkar)  
Chief General Manager (T/E)

**Copy swrs to-**

1. The Director (Operations)/(HR), MSEDCL, Corporate Office, Mumbai.

**Copy fwcs to,**

1. The Chief Engineer (Civil), MSEDCL, Corporate Office, Bandra, Mumbai.
2. The Chief General Manager (HR), MSEDCL, Corporate Office, Mumbai.
3. The CIRO, MSEDCL, Corporate Office, Mumbai.
4. The OSD to CMD, MSEDCL, Corporate office, Mumbai.

**Copy to-**

1. All Superintending Engineer, MSEDCL, O & M Circles.

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