



MAHAVITARAN

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HRD/O&M/F.No.5-Vol.9 /1705

Maharashtra State Electricity Distribution Co.Ltd.

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Date : 18/01/2012

CIRCULAR

Sub : Approval for Air Journey.

As a part of economy measure, certain restrictions have been imposed on Air Journey by the Board of Directors as conveyed by the Director(Finance) vide his Circular No. Dir(F)/MSEDCL/Finance/6504/32787 dt.26/10/2010.

2. In view of the instructions contained in the said Circular, Air Journey is now permissible only to the Officers of the level of Chief Engineer and its equivalent only. If air journey is required in the event of urgencies for the Officers below the rank of Chief Engineer, prior approval of the Managing Director is essential.
3. It is observed that the number of proposals are being received from the field Offices for approval of the Managing Director to travel by Air, however actual financial cost to be incurred on air fare is not mentioned in the proposal.
4. It is therefore, informed to all the Chief Engineers concerned that, while submitting proposal to the Hon. Managing Director for approval of Air Journey being performed by the Employees/Officers, the actual cost involved towards the Journey shall invariably be indicated therein.
5. The above instructions shall be followed scrupulously.
6. This Circular is made available on the Intranet of the Company.


(Vijay B. Bagul) 18/1/2012
Chief General Manager(HR)