MAHAVITARAN
Maharashtra State Electricity Dist.Co.Ltd
(A Govt. of Maharashtra Undertaking)
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HRD/O&M/F.No. 5/ **20930**
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Date : **01/07/2016**

CIRCULAR

Sub : Action against the employees who are relieved and not joined within the prescribed time and action against undue influence in transfer/ posting.

Ref : 1) Adm. Circular No.514 dated 10/08/2015
2) Adm. Circular No.186 dated 20/06/1996
3) Adm. Circular No.295 dated 03/12/1998
4) Letter no. GAD/VIII (O&M)/FN 147/1712 dated 27/06/2003
5) Circular No. GAD/RC/FN 41/36419 dated 20/11/2009
6) Circular No. HR/ HRMS/28782 dated 17/07/2015

The instructions and guidelines regarding prompt relief of employees on account of promotion or transfers by making local arrangements have already been issued from time to time in the past vide above referred Administrative Circulars/Circulars.

2. However, it has been observed that even after issuing repeated instructions regarding relieving of employees in the stipulated time period, the concerned employees are not relieved within time due to various reasons. Also promotes/ transferees do not join the new place of posting within permissible period as per rules.

3. The promotion/transfer orders & auto relieving of employees is now implemented through HRMS system. To avoid delay in reporting to new place of posting/ transfer and to build discipline among the employees and also to curb the negative impact of services to the consumers following directives are issued in order to streamline the joining process further:-

" Those promotes/ transferees who have been relieved by the Controlling Authority and/ or through HRMS system during the period from 1st to 15th of the month shall join at the place of posting/ transfer immediately after joining period is over or in any case latest by 30th of the current month. Similarly, those employees relieved by Controlling Authority and/ or through HRMS system during the period from 16th to 30th of the month shall join at the place of posting/ transfer latest by the 15th of the following month. In case of failure to join the duties, stringent disciplinary action in addition to treat the excess period as Extra Ordinary Leave without Pay is to be initiated by the Controlling Authority where the employee is posted/ transferred".

4. It has also been observed that, many Officers/employees are bringing external influence on management for their promotion/transfer etc. to get particular post. This behavior is direct infringement of the Regulation No.85(l) of the MSEDCL Employees' Service Regulations, 2005 and management has decided to take very serious view of this situation and resorted to take disciplinary action against employees bringing outside influence on management. Management has decided to record such influence and source of such influence in the personal record of the employee. Therefore, all employees and officers are requested to stop to bring external pressure in service matters.

5. Any deviation in the above instructions shall be dealt strictly and necessary entry in the Service Book and Annual Confidential Report is to be taken. All the concerned Controlling Authority/In-charge of the office are therefore directed to take a note of the various instructions issued from time to time regarding the above matters and bring to the notice of all under their jurisdiction for following them scrupulously, failing which he/she shall also be liable for disciplinary action.

6. This Circular is available on R-APDRP Portal of the Company.

1.7.2016

(Neelesh R Gatne)
Executive Director (HR)