

CORRECTION SLIP NO. 27 DT. 21.5.98
[To G.O.74(P) dt.30.4.74]

CORRECTION SLIP NO. 5 DT. 21.5.98
[To G.O.111(P) dt.13.5.82]
(Read with H.O. Circular No.296 dt.25.5.1983)

Sub: Grant of higher grade benefit under G.O.74(P)/G.O.111(P).
Streamlining the procedure.

PREAMBLE

As per the existing provisions under Sub-Rule (vi) of Rule 1 of G.O.74 dt.30.4.74 read with C.S.No.16 dt.27.11.90 to G.O.74, the employee has to exercise an option in the prescribed proforma and submit the same to the controlling officer so as to reach him on or before the expiry of 2 months from the date of completion of prescribed period of 6 years/9 years as the case may be. Similar provision exists for the officers covered by the O.O.No.GAD/E/VII/STF/Gen.A/232/9203 dt.27.2.75 (as notified under C.S.No.14 dt.6.10.88 to G.O.74). The engineers covered by the provisions of G.O.111(P) dt.13.5.82 read with H.O. Circular No.296 O&M dt.25.5.83 are also required to give application within a period of 2 months from the date of completion of 6 years/9 years as the case may be.

2. It is observed that exercising option by the concerned employee at the level of controlling officer and thereafter transmission of the same to the various authorities take a lot of time and causes delay in grant of higher grade benefit to the concerned employee. A considerable time is also consumed in placing the cases before the C.S.C. and taking decision thereon. The issue of granting higher grade benefit without waiting for option/application and dispensing with the procedure of placing the cases before C.S.C. was under consideration for some time in the past. It was considered necessary to lay down the defined criteria and procedure for grant of higher grade under G.O.74(P) dt.30.4.74 and G.O.111(P) dt.13.5.82 read with H.O. Circular No.296/O&M dt.25.5.83 to bring in uniformity and objectivity as far as possible.

3. In exercise of the powers delegated to him vide Rule 7 of the rules appended to G.O.74(P) dt.30.4.74, the Chairman has accorded approval to issue orders as follows:

(i) The provision of requiring an employee to submit an option and undertaking in the prescribed proforma/application for the purpose of granting the higher grade benefit under G.O.74(P) dt.30.4.74 and G.O.111(P) dt.13.5.82 read with H.O. Circular No.296 dt.25.5.83 is hereby scrapped. [Effective from issue of this C.S.].

(ii) When an employee becomes due for grant of higher grade either under G.O.74(P) or G.O.111(P), his case will be processed and submitted to the Competent Authority and the Competent Authority based on the performance as recorded in the C.Rs. and after verifying the position of the Disc. Action and/or

vigilance enquiry, if any, will grant the higher grade benefit under G.O.74(P)/G.O.111(P).

(iii) The Competent Authority to decide grant of higher grade benefit on 1st occasion and 2nd occasion under G.O.74(P) and G.O.111(P) shall be as prescribed in the Schedule-'A' appended hereto. The Competent Authority shall adopt the following criteria for deciding the suitability for grant of higher grade benefit.

i) The C.Rs. for the last 3 years immediately preceding the due date shall be examined while granting the higher grade benefit of and upto the "Non-Selection Posts". The minimum points for entitlement to the benefit shall be as under:-

For Qualified employees	: 9 points
For Non-Qualified employees	: 10 points
For Diploma holder engineers	: 10 points

In respect of Backward Class employees the minimum points will be reduced by one.

ii) The C.Rs. for the 5 years immediately preceding the due date shall be examined while granting higher grade benefit of the "Selection Posts". The minimum points for becoming entitled to the benefit shall be as under:-

For Qualified employees	: 17 points
For Diploma holder engineers	: 18 points

iii) The point rating system of evaluating the performance based on the Annual Confidential Report shall be as under:

1. Overall assessment "Outstanding"	- 5 points
2. Overall assessment "Very Good"	- 4 points
3. Overall assessment "Good"	- 3 points
4. Overall assessment "Average"	- 2 points

iv) In case an employee/officer does not merit the required minimum points as per the criteria mentioned above, his performance may be evaluated by examining his C.Rs. for total number of 6 years in case of "Non-Selection Posts" and for 10 years in case of "Selection Posts" immediately preceding his due date. If on such examination, the aggregate comes to double the points of the required minimum points as above, he shall be held eligible for the benefit under these G.Os.

(iv) On deciding the suitability, based on the above criteria, the necessary Office Order shall be issued in the format as in the Annexure-'A' appended hereto. In the said order it shall be mentioned that if an employee does not want to avail the benefit from due date or he wants to avail benefit from any subsequent date, he may convey his decision in the format as in Annexure-'C' appended hereto to the Competent Authority within 2 months from the date of receipt of Office Order.

(v) Due to above changes the provisions of following G.Os./C.Ss. will stand modified to the extent mentioned as below:

(a) The existing provision under Rule 3 of G.O.74(P) dt.30.4.74 regarding automatic absorption of the employees upto the level of D.A./Estt.Suptd. who have been granted higher grade benefit shall stand withdrawn. Also,

wherever the word "absorption" appearing in the G.O.74(P) dt.30.4.74 shall stand deleted.

- (b) The word Competent Selection Committee appearing in G.O.74 dt.30.4.74 and subsequent Correction Slips thereto and Circular No.296/O&M dt.25.5.83 shall be substituted by the word "Competent Authority" as prescribed in Schedule- A appended herewith.
- (c) The provision under C.S.No.4 dt.9.1.80 and C.S.No.5 dt.22.7.80 to G.O.74(P) dt.20.4.74 which deals with the relaxation of academic qualifications by the Competent Authority on the recommendations of C.S.C. shall stand withdrawn.

4. The condition of fulfilling the pre-requisites (including passing of examination/test as the case may be) prescribed under MSEB Classification and Recruitment Regulation 1961 for the posts where there is a channel of promotion and procedure regarding dealing with the case of employees in whose case disciplinary action is pending/contemplated as envisaged under Rule 1 (iii) of G.O.74 dt.30.4.74 and instructions in para-2 (xv) of Circular No.296/O&M dt.25.5.83 shall remain unchanged. The procedure of annual review on receipt of fresh C.R. shall also continue.

5. Consequent on issue of this Correction Slip, the relevant provision under G.O.74 dt.30.4.74 and G.O.111(P) dt.13.5.82 (read with Circular No.296/O&M dt.25.5.83) shall stand modified/alterd to that extent

6. This Correction slip will come into force with immediate effect and pending cases shall also be decided as per the procedure laid down above by the concerned Competent Authorities as prescribed in the Schedule- 'A'.

- Encls: 1) Schedule- 'A'
 2) Annexure- 'A' & 'B'


 (G.S.GILL)
 Member(Adm.)/Secy.

To,

All as per mailing list.

SCHEDULE-'A'

Accompaniment to Correction Slip No. 27 Dt. 21.5.98
[To G.O.74 dt.30.4.74]

And

Correction Slip No.5 Dt. 21.5.98
[To G.O.111(P) dt.13.5.82]
(Read with H.O. Circular No.296 dt.25.5.1983)

**COMPETENT AUTHORITIES FOR GRANT OF HIGHER GRADE BENEFIT ON
FIRST AND SECOND OCCASION UNDER G.O.74(P)/G.O.111(P)**

- | (a) | <u>Field Offices</u> | <u>Competent Authority</u> |
|------------|--|---|
| i) | Employees falling under Division-wise seniority group. | The officer not below the rank of E.E. in consultation with the E.S. of the Division/Circle. |
| ii) | Employees falling under the Circle-wise seniority group. | Officer not below the rank of S.E. in consultation with E.O./Dy.E.O. of the Zonal Office or E.O. of adjoining Zone. |
| (b) | <u>Head Office</u> | |
| i) | Employees falling under Division-wise seniority. | Dy.Estt.Officer of concerned GAD Group in consultation with Dy.E.O. (DC). |
| ii) | Employees falling in Pay Gr.III excluding those falling in Statewise seniority | Estt.Officer of concerned GAD Group in consultation with E.O. (DC). |
| (c) | <u>All other employees in State-wise Seniority.</u> | |
| i) | All employees in Non-Technical cadre upto the rank of Estt.Officer | Addl.Director(Estt.) in consultation with A.D.(DC). |
| ii) | All technical employees upto the rank of Sr.E.E. | Jt.Secretary(Tech.) in consultation with A.D.(DC). |
| iii) | Officer of the rank of S.E. equivalent and above. | Respective functional Member in consultation with A.D.(DC) and A.D.(E)/J.S.(T) as the case may be. |

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ANNEXURE-'A'

Accompaniment to Correction Slip No. 27 Dt. 21.5.98
[To G.O.74 dt.30.4.74]

And

Correction Slip No.5 Dt. 21.5.98
[To G.O.111(P) dt.13.5.82]

(Read with H.O. Circular No.296 dt.25.5.1983)

OFFICE ORDER

In pursuance of the approval accorded by the Competent Authority viz. _____, in exercise of the powers delegated to him under Rule _____ of G.O.74(P) dt.30.4.74/G.O.111(P) dt.13.5.82, the undermentioned employees who have remained in the post of _____ for 6 years or more in a given post without advantage of promotion/having no channel of promotion or completed 9 years, reckoned from grant of higher grade benefit on 1st occasion as on the dates mentioned in Col.No.3 against their names are hereby granted benefit of next higher grade of the post of _____/higher pay scale from the dates indicated against their names as personal to them as per the provisions laid down in G.O.74(P) dt.30.4.74/G.O.111(P) dt.13.5.82.

Sr. No.	Name of employee	Date of completion of 6/9 years	Date from which the higher grade benefit is granted	Remarks
1.	2.	3.	4.	5.

2. The aforesaid benefit is granted subject to the following terms & conditions.

(i) The pay of the aforesaid employees shall be fixed in the Pay Scale of Rs. _____ as per S.R.29(a) read with S.R.No.32(b) OF MSEB Employees' Service Regulations.

(ii) As per the provision under G.O.74(P) dt.30.4.74/G.O.111(P) dt.13.5.82, the existing post of _____ held by the aforesaid employees shall stand upgraded temporarily for the purpose of drawal of pay in time scale of the post of _____ given to them and will be treated as personal to them. They will continue to perform the same functions and duties and will carry the same designation till they are promoted against clear vacancies as and when available. The upgraded posts shall stand automatically downgraded on their promotion to the higher post.

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(iii) If the benefit as above granted from due date is not acceptable to any of above employees officers, or if they want to avail from any later date (for whatever reason) they shall communicate to the undersigned in the format enclosed (ANNEXURE-B) within two months from the date of receipt of this order.

(iv) Whenever any of the aforesaid employees are promoted in the available vacancies, they shall join at the place of postings. If, for any reason they refuse to accept the promotion, the aforesaid benefit granted to them shall be withdrawn from the date of promotion order.

XXXXXXXXXXXXXXXX

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ANNEXURE-'B'

Accompaniment to Correction Slip No. 27 Dt. 21.5.98
[To G.O.74 dt.30.4.74]

And

Correction Slip No. 5 Dt. 21.5.98
[To G.O.111(P) dt.13.5.82]
(Read with H.O. Circular No. 2 '6 dt.25.5.1983)

To,

The _____

Sub: Grant of higher grade benefit under G.O.No.74(P)
dt.30.4.74/G.O.No.111(P) dt.13.5.82.

Ref: Office Order No. _____ dt. _____.

Sir,

I have received the aforesaid Office Order on _____.

*2. I hereby communicate that the benefit as above granted to me is not acceptable to me and it may be withdrawn.

*2. I hereby communicate that the benefit granted to me in normal course from due date, may be granted with effect from _____.

Yours faithfully,

()
Name :
Designation:
Place of working:

*Strike out whichever is not applicable


21/5/98

Dt. 13-11-98

CORRIGENDUM TO CORRECTION

SLIP NO.27 DT.21.5.98

[To G.O.74(P) dt.30.4.74]

CORRECTION SLIP NO. 5 DT.21.5.98

[To G.O.111(P) dt.13.5.82]

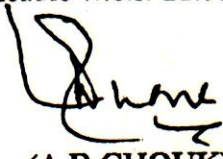
(Read with H.O. Circular No.296 dt.25.5.1983)

Sub: Grant of higher grade benefit under G.O.74(P)/G.O.111(P).
Streamlining the procedure.

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In pursuance of the approval accorded by the Chairman in exercise of the powers delegated to him under Rule 7 of the rules appended to the G.O.74 dt.30.4.74, the criteria for deciding the suitability for grant of higher grade benefit to the Diploma holder Engineers [Non-selection Post] is modified as under :-

- 1) For Diploma holder Engineers upto the - 9 marks
level of A.E.
- 2) For Diploma holder Engineers for grant - 10 marks
of higher grade benefit to the Dy.E.E.
and above.
2. Consequently, sub-para (iii) (i) of para-3 of above captioned Correction Slip shall stand modified to the above extent. However, the criteria for Diploma holder Engineers [Selection Post] indicated in sub-para-(iii) (ii) shall remain unchanged.
3. The above amendment/modified criteria shall be applicable w.e.f. 21.5.98.


(A.R.CHOUK)
Director of Personnel

To,
All as per mailing list.

No.GAD/Gr.VIII-(O&M)/F.No.283-A/ 3999
Maharashtra State Elect.Board
Estrella Batteries Expn.Bldg.
Ground floor, Dharavi Road,
Matunga, Mumbai - 400 019.

Date :- 21/12/98

CORRIGENDUM NO.2

To Correction Slip No.27 dated 21/5/98
(to G.O.74(P) dated 30/4/1974)

To Correction Slip No.5 dated 21/5/98
(to G.O.111(P) dated 13/5/1982)

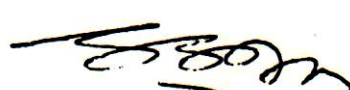
Sub : Grant of higher grade benefit under
G.O.74(P)/G.O.111(P).
Streamlining the procedure.

In pursuance of the approval accorded by the Chairman, in exercise of the powers delegated to him under Rule 7 of the rules appended to the G.O.74 dt.30/4/1974, in the column of Competent Authorities for grant of higher grade benefit on first and second occasion under G.O.74(P)/G.O.111(P), shown in the Schedule 'A' of C.S.No.27 dt.21/5/98 to G.O/74(P) dt.30/4/74 and G.O.111(P) dt.13/5/82, the following Backward Class Officers should be added :-

- | | | |
|------|---|---|
| i) | For deciding the cases of employees falling under Divisionwise Seniority Group. | - Backward Class Officer not below the rank of Pay Gr.II. |
| ii) | For deciding the cases of employees falling under the Circlewise Seniority Group. | - Backward Class Officer not below the rank of Pay Gr.I. |
| iii) | For deciding the cases of employees of State-wise seniority level at Head Office. | - Backward Class Officer not below the rank of E.O.. |

The cases of Backward Class Communities shall be dealt with sympathetically.

The above provision shall come into force with immediate effect.


(S.S.Joshi)
Director of Personnel

To
All as per Mailing list.

No.GAD/Gr.VIII-(O&M)/F.No.283-A/ 02969
Maharashtra State Electricity Board
Estrella Batteries Expansion Building
Ground floor, Plot No.1, Dharavi Road
Matunga, Mumbai - 400 012

Date:- 2 DEC 2002

CORRIGENDUM NO.3

(to C.S.No.27 dated 21/5/1998
of G.O.74(P) dated 30/4/1974)

AND

(to C.S.No.5 dated 21/5/1998
of G.O.111(P) dated 13/5/1982)

Sub : Grant of higher grade benefit under G.O.74(P)/G.O.111(P) –
Streamlining the procedure.

The word "Annexure 'C'" appearing in Para 3(iv) of C.S.No.27 dated
21/5/1998 to G.O.74(P) and C.S.No.5 dated 21/5/1998 to G.O.111(P) should be read as
"Annexure 'B'".


Additional Director(Personnel)

To

All as per mailing list.

md:Corrigendum
29/11/02