



**MAHARASHTRA STATE ELECTRICITY
DISTRIBUTION COMPANY LIMITED.**

'Prakashgad', 4th Floor,
Plot No.G-9, Ali Yavar Jung Marg,
Station Road, Bandra (E),
Mumbai-400 051.
Phone: 26475995 (P) , 26474211, Ext. 2218
Email: cgmp@mahadiscom.com
Website: www.mahadiscom.in

No.GAD/O&M/F.No.21/32453

Date : 18/9/2006

The Chief Engineer,
MSEDCL,
BUZ,Bhandup,KZ,Kalyan/AZ,Aurangabad/L.Z,Latur/AMTZ,Akola/KOP.Kolhapur/
KZR, Ratnagiri/PZ,Pune/NSKZ,Nasik/NZ,Nagpur/Nuz,Nagpur/TRD,Nasik.

Sub: Circular of terms and conditions regarding deputation of MSEDCL employees to Torrent Power AEC Limited.

You are aware that the Bhiwandi Circle is being given for running on franchise basis to Torrent Power AEC Ltd. The said franchisee has decided to obtain services of Pay Gr.I & II (technical and non-technical) Officers on deputation basis. In view of this, the terms and conditions of the Torrent Power AEC Ltd. regarding deputation of Pay Gr.I & II Officers of MSEDCL to the Bhiwandi Franchisee are sent herewith alongwith the Application form for circulation amongst the Pay Gr.I & II Officers working under your jurisdiction.

2. You are requested to arrange to circulate it amongst all Officers. Further, it is also requested to send the list alongwith applications of technical and non-technical Officers who would be applying for deputation to the Torrent Power AEC Ltd to the Dy. General Manager (Personnel), MSEDCL, Estrella Batteries Expansion Building, Ground Floor, Dharavi, Matunga Road, Mumbai-400 019 on or before 20.10.2006.
3. Copy of application form and terms and conditions of deputation are also placed on website of MSEDCL i.e. [www. Mahadiscom.in](http://www.Mahadiscom.in).


Chief General Manager (Personnel)

Encl: As above.

Copy f.w.c to:
The Chief Engineer (IR), Corporate Office, Mumbai.

Copy to:

1. All Superintending Engineers of MSEDCL
2. All Executive Engineers of MSEDCL

} For similar action as suggested
In para two above.

Ltr-franchisee

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**APPLICATION FORM FOR DEPUTATION TO DISTRIBUTION
FRANCHISEE FOR BHIWANDI CIRCLE OF MSEDCL**

1. Name of the : Shri/Smt/Kum _____
Employee _____ Surname _____ First Name _____ Middle Name _____
2. C.P.F. No. :

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3. Designation :
4. Pay Scale :
5. Total Emoluments :
6. Date of Birth : _____
DD MM YY
7. Educational Qualification:
8. Caste :
9. Date of joining in MSEB : _____
DD MM YY
10. Date of joining in the : _____
present post DD MM YY
11. Experience (cadrewise) :
12. Present place of working : Unit _____
S/Dn _____
Div. _____
Circle _____
13. Date of Retirement : _____
DD MM YY

I have gone through the terms & conditions of the deputation to Distribution Franchisee i.e. Torrent Power AEC Ltd. for Bhiwandi Circle of MSEDCL. I am submitting my application for deputation to Distribution Franchisee at my own choice. The terms & Conditions of the deputation are acceptable to me.

Date :
Place :

Signature of Employee

FOR OFFICE USE

(Verification of service particulars shall be carried out by the Officer not below the rank of Ex.Engr.)

- (A) Certified that service particulars indicated in Column 1 to 13 have been verified from the service record and found correct.
- (B) His seniority No. in the category of _____ is _____.

Date :

S.E./E.E.

Circle/ _____ Divn.

Torrent Power AEC Limited
Deputation terms and conditions for MSEDCL Employees

1. Applicability

This offer is applicable to all Employees of Maharashtra State Electricity Distribution Company Limited (hereinafter referred to as MSEDCL) in Group I to Group IV.

2. Period of deputation

The period of deputation for the permanent Employees in the regular employment/pay-scales of MSEDCL in Group I to Group IV opting for deputation to Torrent Power AEC Ltd (hereinafter referred to as TPAL) and selected by it for deputation (hereinafter referred to as "Deputationists") shall be for a period of 3 years. The period may be extended based on mutual consent. The deputation period would automatically cease on the expiry/termination of the franchisee agreement between MSEDCL & TPAL.

3. Pay and allowances

During the period of deputation, the deputationists shall be paid the pay in the scale which they were holding prior to the deputation to TPAL with all other allowances like DA, HRA, CCA etc., including all increases in the pay and allowances from time to time on the same terms & conditions had they continued with the MSEDCL.

TPAL will make remittances to MSEDCL towards PF, Leave contributions, Gratuity contributions of the deputationists including employer's contributions as applicable.

4. Torrent Power Deputation Allowance

In addition to the above TPAL will pay the deputationists a fixed "Torrent Power Deputation Allowance" during the period of deputation as follows:

- For Group IV & III deputationists – 35% of Basic pay*
- For Group II deputationists – 45% of Basic pay*
- For Group I deputationists – minimum 55% of Basic pay*(actual amount of deputation allowance to be decided on case to case basis)

* Basic pay as on the date of commencement of deputation.

The allowance may be increased at the sole discretion of TPAL, depending on performance assessment and other relevant factors. The deputation allowance will not reckon for any other benefit like Provident Fund, Gratuity, and Leave-encashment etc.

5. Higher Scale Post and Promotion

Deputationists shall be given the benefit of next higher scale / post as per the rules of MSEDCL or promotion as per the due turn as per the rules of MSEDCL.

6. Seniority

Deputationists will not lose their seniority in MSEDCL due to their deputation with TPAL.

7. Working hours & weekly-offs

Deputationists would be required to work 48 hours a week. They may also be required to work in shifts and / or staggered working hours depending upon the nature of assignments. Deputationists hitherto enjoying 2nd & 4th Saturday off will be compensated by addition of the corresponding number of days to their Leave-on-average-pay account.

8. Leave

Deputationists shall be governed by the leave rules of MSEDCL.

9. Holidays

TPAL will allow deputationists 12 public holidays (including 2 National Holidays) in a calendar year. Deputationists hitherto enjoying more than 12 public holidays will be compensated by addition of the additional days to their Leave-on-average-pay account. These 12 public holidays would also be applicable to deputationists hitherto enjoying less than 12 holidays. However, they would not be entitled to any leave in lieu of holidays

If any deputationist is required to work on a public holiday (other than a National Holiday), he will be given a compensatory off which has to be availed on or before 31 December of each year. If he is required to work on National Holiday, he will be allowed 2 compensatory offs. Unavailed compensatory offs will be encashed @ 1 day's wages (single rate) per compensatory off.

10. Incentives and compensation

TPAL would give monetary-incentives and compensation to Group IV & Group III deputationists for higher productivity, extra hours, etc.

11. Performance Reward

As per TPAL HR policy, deputationists who demonstrate commitment and devotion towards duty and contribute significantly in achievement of targets and/or in improving the performance, would be recognized and rewarded for their contributions. For this purpose, TPAL gives One Time Reward (OTR) and Commendation certificate based on annual performance review. The OTR amounts at present are as follows:

- For Sr.Exec. Engineers & equivalent and above – Rs.1,50,000/-
- For Executive Engineers / Dy. Executive Engineers & equivalent – Rs.1,00,000/-
- For Asst. Engineers / Junior Engineers & equivalent – Rs.50,000/-
- For Group III and Group IV Employees – Rs.15, 000/- to Rs.35, 000/-

The TPAL policy for performance review & rewards system is subject to review and revision from time to time.

12. Personal Accident Insurance Coverage

TPAL would cover all deputationists under Personal Accident Insurance Scheme for which the premium would be paid by TPAL. Under the scheme, the deputationists will enjoy insurance coverage 24 hours and will receive compensation in the event of death or body injury / disablement resulting from any accident both on and off duty.

The compensation in the event of death would be 75 times of monthly salary (Basic + DA) and additional 25 times of monthly salary (Basic + DA) or Rs.5 lacs, whichever is less. The scheme also provides for compensation for total disablement, partial disablement etc. This would be in lieu of the benefits under the Workmen's' Compensation Act 1923/ESI Act.

13. Traveling Allowance

Deputationists would be governed by TA & DA rules of MSEDCL.

14. Leave Travel Concession (LTC)

Deputationists would be governed by LTC Policy and rules of MSEDCL.

15. Medical Benefit

Deputationists would be governed by Medical benefits, policy and rules of MSEDCL.

16. Medical Insurance Policy

Deputationists would be covered by TPAL Medical Insurance Policy for hospitalization treatment. The salient features of the scheme are as under :

Coverage :

1	For Self	Rs,30,000/-
2	For spouse	Rs.20,000/-
3	For each dependent child (Maximum 2 children)	Rs. 5,000/-

The policy allows floating cover which means that the benefits can be availed of by the employee or his family within the overall limit. The maternity benefit is also included. The benefit can be availed under "cash less facility"

by production of identity card to the selected hospitals whereby the employee would not be required to make any down payment.

17. Canteen

TPAL will provide canteen facility at subsidized rates in a phased manner subject to feasibility.

18. Uniform

TPAL will provide uniforms, safety shoes and socks to all deputationists once in two years. Deputationists assigned outdoor work will also be provided protective equipment like raincoat, jersey, and gumboots based on need basis and work requirements. The policy of uniforms is subject to review and change from time to time.

19. Telephone and Mobiles

TPAL will provide telephones / mobiles inclusive of handsets to deputationists on need basis.

20. Training Policy

TPAL would organize the required training, both technical as well as for soft skills for the deputationists from time to time. Specialized training would be arranged for any new technology/ work process. Deputationist would also be nominated to attend workshops, seminars and training programs.

21. General Recoveries

TPAL would continue the arrangement of recoveries from the deputationists' salaries towards life insurance premium, loan from credit society, housing loan, loans from MSEDCL or any banks etc. The same shall be remitted by the TPAL directly to the concerned organization i.e. MSEDCL, Bank, LIC or credit society etc. as the case may be.

22. Disciplinary action / resignation / voluntary retirement

If departmental enquiry is to be instituted against the deputationist for major act of misconduct, he shall be repatriated to the MSEDCL and departmental action will be taken against him by the competent authority in MSEDCL. If the deputationist submits resignation or seeks voluntary retirement, then his application shall be forwarded to MSEDCL for necessary action.

21. Retirement Benefits

The deputationists shall continue to be governed by retirement benefits as per MSEDCL rules.

22. GENERAL

The MSEDCL Employees would have no right or claim at any stage for absorption in TPAL. TPAL may at any time and at its sole discretion repatriate any deputationist to MSEDCL without assigning any reason thereof.

The deputationists would be required to comply with TPAL work-norms, practices and processes.

The TPAL may at its sole discretion frame, revise/modify policies, rules and regulations regarding service conditions and benefits applicable to the deputationists from MSEDCL.