



**MAHAVITARAN**  
Maharashtra State Electricity Dist.Co.Ltd  
(A Govt. of Maharashtra Undertaking)  
CIN : U40109MH2005SGC153645

HRD/O&M/F.No.24-25  
Maharashtra State Electricity Distribution Co.Ltd.  
Estrella Batteries Expansion Building,  
Ground Floor, Plot No. 1, Dharavi Road  
Matunga, **Mumbai – 400 019.**  
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Website : [www.mahadiscom.in](http://www.mahadiscom.in)

**HR/O&M/F/No. 24-25/ 34653**

**Date: 16.12.2019**

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

**Sub : Payment of arrears due to revision of pay scales and allowances- Release of arrears in case of expired/ retired/ resigned/ terminated employees.**

**Ref : Administrative Circular No. 590, 591, 592,593 and 594 Dt. 18.09.2019.**

The instructions of revision of pay scales and allowances due from 01.04.2018 for various categories have been issued vide Administrative Circulars referred above.

Accordingly, the instructions issued in Para- 04 (a) and Para – Q (iii) of Administrative Circular No. 590 and 592 Dt. 18.09.2019 are reproduced as follows-

• **Para – 04 (a):**

- a) **First Installment:** *The First installment for the period from 01.04.2018 to 30.09.2018 shall be paid in November 2019.*
- b) **Second and Third Installment:** *The Second Installment of arrears for the period from Dt. 01/10/2018 to 31/03/2019 and Third installment of arrears for the period from Dt. 01/04/2018 to 30/09/2019 shall be paid to the employees within next 18 months period depending on cash flow position.*

• **Para – Q (iii):**

*“The employees/ officers fulfilling all the relevant conditions but who have expired/ retired/ resigned/ terminated after Dt. 01/04/2018 shall also be entitled to the benefits under this Administrative Circular till their date of death/ retirement/ resignation/ termination as the case may be.”*

However, some of the field offices have raised queries regarding payment of arrears like pay fixation, Gratuity, Leave Encashment, HGB difference, etc. in case of expired/ retired/ resigned/ terminated. The issue was examined in detail and following guidelines being issued-

- (a) The arrears / difference on account of payment of gratuity is to be paid immediately in one lump sum to the expired/ retired/ resigned/ terminated employees from 01.04.2018 to 30.09.2019.

(b) Arrears on account of leave encashment, HGB, etc. are to be paid along with last installment of arrears which the expired/ retired/ resigned/ terminated employee is entitled.

(c) Arrears on account of revision of pay and allowances, it is to be paid as per the instructions contained in para-4 (a) of Administrative Circular No. 590 and 592 Dt. 18.09.2019 to the expired/ retired/ resigned/ terminated employee along with working employees.

The respective Drawing and Disbursing Officers shall submit necessary requirement of funds to the Assistant General Manager (F&A- WM) - HO.

This letter is available on **e-Library**.

**(Cdr. Shivaji Indalkar)(Retd.)**  
**Chief General Manager (HR)**

**Copy s.w.r.to-**

1. The Director (Finance) / (Operations)/ (HR), MSEDCL, Corporate Office, Mumbai.
2. The Executive Director (Finance) / (HR)/(S&E)/(B&R), MSEDCL, Corporate Office, Mumbai.

**Copy f.w.cs.to-**

1. The Chief General Manager (CF)/(IA), MSEDCL, Corporate Office, Mumbai.
2. The Chief General Manager (T&S), MSEDCL, Eklahare, Nasik.
3. The Chief Engineer(C), MSEDCL, Civil Zone, Mumbai.

**Copy to-**

1. The Assistant General Manager (F&A- WM) , MSEDCL, HSBC, Corporate Office, Mumbai.
2. The Senior Manager (HR-SC), MSEDCL, Corporate Office, Mumbai.
3. The Manager (F&A-ET), MSEDCL, Corporate Office, Mumbai.