

53/c
GAD/Gr.VIII(O&M)/F.No.147/
Maharashtra State Electricity Board,
Estrella Batteries Expansion Bldg.,
Ground floor, Plot No.1,
Dharavi Road, Matunga,
Mumbai-400 019.

CORRECTION SLIP NO.438 DATE 21-10-2004
(To G.O.No.18(P) dated 28-5-1963)


Sub: Revised composition of various Selection Committees under Second Schedule appended to the MSEB Employees' Service Regulations.

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In view of the multiplicity of the Selection Committees as laid down under Second Schedule appended to the MSEB Employees' Service Regulations, the issue regarding review of the existing composition of various Selection Committees was under consideration of the Board for some time past. Accordingly, after taking comprehensive review, the Board under its Resolution No.276 dated 11-10-2004 has accorded approval to revise the various Selection Committees as laid down under Second Schedule appended to the MSEB Employees' Service Regulations and to replace the existing Second Schedule by the revised Second Schedule as per Annexure-'A' enclosed.

2. The revised Second Schedule shall come into effect from the date of issue of this Correction Slip.

Encl: Annexure-'A'


(S.Y. Patil)

Director of Personnel

To,

All as per mailing list.

**SECOND SCHEDULE
SELECTIONS**

The Constitution of various Selection Committees

<u>Sr.No.</u>	<u>Category of post</u>	<u>Composition of Selection Committee</u>	
I	<u>Posts in State-wise Seniority</u>		
(a)	For posts of Technical Director	1. Chairman 2. All Functional Members 3. Secretary	- Chairman of the Selection Committee - Members - Member
(b)	For posts in Pay Gr.I of the level of Supdtg. Engineer equivalent and upto Heads of Department in all cadres.	1. Chairman 2. All Functional Members 3. Secretary 4. Technical Director (as may be nominated by the Chairman)	- Chairman of the Selection Committee - Members - Member - Member
Note : The Chairman may nominate one more Member of the status of a Technical Director or above on the Selection Committee if he considers necessary, such Member may even be an outsider.			
(c)	Technical Posts [Except Stores Cadre] For posts in Pay Gr.I of the rank of Ex.Engr. and below and also posts in Pay Gr.II including Fire Fighting cadre and Pay Gr.III (statewise seniority).	1. Functional Member concerned 2. Secretary 3. Technical Director (as may be nominated by the Chairman of the C.S.C.) 4. Chief Engineer (as may be nominated by the Chairman of the C.S.C.) 5. D.O.P. 6. Fire Advisor and Chief Fire Officer 7. J.S.(T)	- Chairman of the Selection Committee - Member - Member - Member - Member [only for Fire Fighting cadre posts] - Member

- Note :** i) Chairman of the Selection Committee may nominate one more Member on the Selection Committee, if considered necessary.
 ii) In absence of the Chairman of the Selection Committee, Secretary shall preside over the meeting.
 iii) The Social Welfare Officer and Project Office r/ Tribal Development Officer should be nominated for selecting candidates for the post of Sub-Engineer.

<u>Sr.No.</u>	<u>Category of post</u>	<u>Composition of Selection Committee</u>	
(d)	<u>GAD/Vigilance & Security/L.I.R. (including Sports)/Publicity/ Legal cadres.</u> For posts in Pay Gr.I of the rank of Estt.Officer & below and Pay Gr.II posts.	1. Secretary 2. D.O.P. 3. Director(V&S)/C.I.R.O./ Law Officer/C.I.P.R.O./ Medical Adviser (For their respective cadre only) 4. Addl.Director/Jt.Secretary(as may be nominated by the Chairman of the C.S.C.)	- Chairman of the C.S.C. - Member - Member - Member

Note : The Chairman of the C.S.C. may nominate one more Member on the Selection Committee if considered necessary.

(e)	<u>Accounts /IT Posts</u> For posts in Pay Gr.I of the rank of Jt.CAO and below and Pay Gr.II posts.	1. Functional Member concerned 2. Secretary 3. DOA/DOF/DOIA/DITM (as may be nominated by the Chairman of the C.S.C.) 4. D. O. P. 5. Addl.Director(IT)	- Chairman of the Selection Committee - Member - Member - Member - Member (For IT cadre posts only)
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Note : The Functional Member may nominate one more Member, if considered necessary.

(f)	<u>Stores Posts :</u> For posts in Pay Gr.I [excluding post of the rank of Dy.C.P.O., S.E.(Stores) & above] and Pay Gr.II posts.	1. Functional Member concerned 2. Secretary 3. Technical Director(Stores) 4. D.O.P. 5. Jt.Secretary(Tech.)	- Chairman of the Selection Committee - Member - Member - Member - Member
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Note : The Functional Member concerned may nominate one more Member on the Selection Committee if considered necessary.

(g)	For posts in Pay Gr.III Statewise Seniority of General Administration Deptt.	1. Director of Personnel 2. A.D./Jt.Secretary [as may be nominated by the Chairman of C.S.C.] 3. Jt.Director [as may be nominated by the Chairman of C.S.C.] 4. Jt.CAO [as may be nominated by the Chairman of C.S.C.]	- Chairman of the Selection Committee - Member - Member - Member
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<u>Sr.No.</u>	<u>Category of post</u>	<u>Composition of Selection Committee</u>
(h)	For posts in Pay Gr.III Stateise seniority in Accounts/IT cadre	<ol style="list-style-type: none">1. Director of Accounts/Director(IT)* *[in case of IT posts] - Chairman of the Selection Committee2. C.A.O. [as may be nominated by the Chairman of C.S.C.] - Member3. Addl.Director(IT) - Member (for IT cadre posts only)4. Jt.Director[as may be nominated by the Chairman of C.S.C.] - Member
(i)	For posts in Pay Gr.III Statewise Seniority in Stores cadre	<ol style="list-style-type: none">1. Chief Engineer(Stores) - Chairman of the Selection Committee2. Dy.Chief Engineer(Stores) [as may be nominated by the Chairman of C.S.C.] - Member3. Addl.Director/Jt.Secretary [as may be nominated by the Chairman of C.S.C.] - Member4. Jt.Chief Accounts Officer [as may be nominated by the Chairman of C.S.C.] - Member
(j)	For posts in Pay Gr.III Statewise Seniority in Vigilance and Security cadre	<ol style="list-style-type: none">1. Director (V&S) - Chairman of the C.S.C.2. Addl.Director/Jt.Secy. [as may be nominated by the Chairman of C.S.C.] - Member3. Dy.Director [as may be nominated by the Chairman of C.S.C.] - Member
(k)	For posts in Pay Gr.III Statewise Seniority in Publicity cadre	<ol style="list-style-type: none">1. D.O.P. - Chairman of the C.S.C.2. C.I.&P.R.O. - Member3. Dy.C.A.O. [as may be nominated by the Chairman of C.S.C.] - Member
(l)	For posts in Pay Gr.III & IV Statewise Seniority in Fire Fighting cadre	<ol style="list-style-type: none">1. Technical Director [as may be nominated by the T.M.(Gen.)] - Chairman of the C.S.C.2. Fire Advisor & Chief Fire Officer - Member3. Addl.Director [as may be nominated by the Chairman of C.S.C.] - Member
(m)	For posts in Pay Gr.III in Statewise Seniority in Chemist cadre	<ol style="list-style-type: none">1. C.E.(Gen.) [as may be nominated by the T.D. concerned] - Chairman of the C.S.C.2. Jt.Secy.(Tech.) - Member3. Jt.Director [as may be nominated by the Chairman of C.S.C.] - Member4. Executive Chemist - Member

<u>Sr.No.</u>	<u>Category of post</u>	<u>Composition of Selection Committee</u>
II.	Posts in Circlewise Seniority Pay Gr.III	
(A)	Head Office	
(a)	Technical Posts	<ol style="list-style-type: none">1. Jt.Secy.(Tech.) - Chairman of the C.S.C.2. J.D.[as may be nominated by the Chairman of the C.S.C.] - Member3. E.E. [as may be nominated by the Chairman of C.S.C.] - Member
(b)	GAD Posts	<ol style="list-style-type: none">1. Addl.Director/Jt.Secy. [as may be nominated by the D.O.P]. - Chairman of the C.S.C.2. Jt.Director [as may be nominated by the Chairman of the C.S.C.] - Member3. Jt.C.A.O. [as may be nominated by the Chairman of the C.S.C.] - Member
(c)	Accounts Posts	<ol style="list-style-type: none">1. C.A.O. [as may be nominated by the D.O.A.] - Chairman of the C.S.C.2. Jt.Director [as may be nominated by the Chairman of C.S.C.] - Member3. Jt.C.A.O.[as may be nominated by the Chairman of C.S.C.] - Member
(d)	V&S Posts	<ol style="list-style-type: none">1. Director(V&S) - Chairman of the C.S.C.2. Jt.Director [as may be nominated by the Chairman of C.S.C.] - Member3. Dy.Director(V&S) [as may be nominated by the Chairman of C.S.C.] - Member
(e)	Publicity Posts	<ol style="list-style-type: none">1. C.I.&P.R.O. - Chairman of the C.S.C.2. Dy.C.A.O. [as may be nominated by the Chairman of C.S.C.] - Member3. Dy.E.O. [as may be nominated by the Chairman of C.S.C.] - Member

<u>Sr.No.</u>	<u>Category of post</u>	<u>Composition of Competent Selection Committee</u>
(B)	Field Offices	
	For posts in Circlewise seniority in Pay Gr.III	
		1. Chief Engineer of concerned T&D Zone (including HVDC Zone and EHV Constn Zone)/C.E.(Gen.O&M) Zone who administers the Power Stn. Seniority Group/C.E./Dy.C.E.(Gen.Proj.)/ Dy.C.E.(SM)Circle Mumbai/ Dy.C.E.(Hydro) for their respective Offices - Chairman of the Selection Committee
		2. S.E. as may be nominated by the C.E./Dy.C.E. concerned - Member
		3. E.O./Dy.E.O. of the Zone/Power Station - Member
		4. Head of GAD/Accounts Deptt. not below the rank of A.P.O./A.O. in Circle Office/ Gen.Zone/Urban Zone for GAD/Accounts posts respectively as may be nominated by the C.E./ Dy.C.E. concerned - Member

Note: In case where Head of GAD/Accounts not below the rank of Dy.EO/APO/AO is not available in Circle/Zone for whatsoever reason, an officer of the same post from the adjoining Circle/Zone should be co-opted as a Member on the Competent Selection Committee.

III	For posts in Divisionwise Seniority (Pay Gr.IV)	
(A)	Head Office	
		1. E.O. (as may be nominated by the D.O.P.) - Chairman of the Selection Committee
		2. Dy.C.A.O. (as may be nominated by the Chairman of the C.S.C.) - Member
		3. E.E. (as may be nominated by the Chairman of the C.S.C.) [only for Tech. Posts] - Member


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<u>Sr.No</u>	<u>Category of post</u>	<u>Composition of Selection Committee</u>
(B)	Field Offices	<ol style="list-style-type: none">1. Officer of the rank of E.E. of the concerned Office - Chairman of the Selection Committee2. Dy.E.E. or A.E., to be nominated by the Chairman of the C.S.C. - Member3. Estt.Supt. - Member

Note: (i) In case of Pay Gr.IV in Generation cadre, the Chief Engineer(Gen.O&M) / Dy.C.E. (Hydro) who heads/administers the Power Station Seniority Groups as indicated in Schedule 'A' to Annexure-I of the MSEB Employees' Seniority Regulations,1961, shall nominate the Officer of the rank of E.E. from his Office.

(ii) Chief Engineer (Urban) Zone/ C.E./Dy.C.E. (Gen.Proj.) and S.E. for Pay Gr. IV posts in Circle Office shall nominate the Officer of the rank of E.E. who will act as the Chairman of the Selection Committee.


(iii) In case Dy.E.E./A.E./E.S. is not available in the concerned Office for whatsoever reasons, an Officer of the same post from the adjoining Office should be co-opted as a Member on the C.S.C.

(iv) In case of selection of Watch and Ward staff, the Dy.Vigilance Officer/Dy.Security Officer or Vigilance Officer / Security Officer of the Circle / Power Station / adjoining Office shall be included as Member.



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GENERAL NOTES

- 1) Absence of any Member of the Selection Committee for any reasons whatsoever shall not render the selection/s invalid.
- 2) In the event of the Chairman of the Selection Committee not being able to present at the time of meeting he may nominate another member of the same Selection Committee to preside over that meeting.
- 3) Selection Committee shall function only when there is a quorum of atleast two members including the Chairman or the nominated Chairman.
- 4) The same committee shall be competent –
 - a) to decide cases of promotion of posts.
 - b) to select suitable candidates for temporary posts and also to post on work-charged and nominal muster roll establishment.
- 5) Selection Committees for posts of Sr.E.E.(Gen.)/E.O./Jt.C.A.O. and equivalent and below may be modified/alterd or new committees constituted by the Chairman in consultation with the Technical Member, the Accounts Member and Secretary whenever deemed necessary. The Director of Personnel shall be the authority competent to notify the change made in the Constitution of the Selection Committee.
- 6) The Chairman of the Board is delegated with powers to condone, in consultation with Secretary any irregularity committed in constituting improper selection committees in respect of categories of posts included in the MSEB Classification and Recruitment Regulations (effective from 1.1.1980).
- 7) The Chairman of the Selection shall nominate an officer belonging to one of the Backward Classes preferably from SC, ST, DT-A, NT-B, C, D or SBC of the rank of E.E. equivalent and above where selection is to be made against the post reserved for backward class candidates for Pay Gr.I, II & III employees.
- 8) On Selection Committee for Pay Gr.IV employees, both in the Head Office and Field Offices, the Chairman of the said Selection Committee shall nominate one of the Officers from Backward Class communities preferably from SC, ST, DT-A, NT-B, C, D or SBC of the rank of Dy.E.E./A.E./A.O./D.A./A.P.O./Adm.Officer or Estt. Supdt. as a Member.


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- 9) For selection of candidates under direct recruitment to Pay Gr.III & IV posts, an officer of the Government Social Welfare Department of the respective districts not below the rank of Class II Gazetted officer and the Project officer, Integrated Tribal Development Project/Tribal Development Officer not below the rank of Class II Officer as enlisted in Twenty fourth Schedule of the Service Regulations, shall be nominated and invited to be the two additional members of the Competent Selection Committee by giving notice to them 15 days in advance. The selection of candidates for Pay Gr.III & IV posts which are made in the absence of an officer of Social Welfare Department of the respective Districts not below the rank of Class II Gazetted Officer and the Project Officer, Integrated Tribal Development Project/Tribal Development Officer, not below the rank of Class II officer is liable to be treated as irregular.
- 10) The powers originally delegated to the Member(Admn.) or Member (Admn.)/Secretary have been delegated vide Administrative Circular No.289 dated 20.10.1998 (Read with corrigendum dated 9.11.1998 & 1.1.1999) to the Secretary. These powers shall stand restored to the Member(Adm.)/Secretary as and when he is appointed by the govt. under Section 5(4) (a) of the Electricity (Supply) Act, 1948.
- 11) The Chairman of the Selection Committee is authorised to sanction honorarium of Rs.500/- to the outsider if nominated on the Selection Committee and to reimburse the expenditure equivalent to the Travelling Allowance as admissible to Pay Gr.I officer as per the existing travelling rules of the Board.
- 12) The Functional Member concerned as indicated in the Composition of Selection Committee means T.M.(Gen.) or T.M.(T&D) or A.M. or Member(Adm.)/ Secretary as the case may be for their respective cadre posts. In the eventuality of non-availability of one of the Functional Members for whatsoever reason, the Chairman shall nominate the Functional Member for the respective cadre for presiding over the Selection Committee.


21/7/20

