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Fax No.: 022 -26580642 Website: www.mahadiscom.in Man Power Review Cell
M. S. E. D. Co. Ltd
"Prakashgad", 4th floor
Station Road, Bandra (E)
Mumbai - 400 051

NO. HR/CGM (HR-T/E)/MPR/ 006974

Date: 07 MAR 2013

To,

The Chief Engineer
 Maharashtra State Electricity Distribution Co. Ltd.

BUZ, Bhandup/KLNZ, Kalyan/KOPZ, Kolhapur/

BMTZ, Baramati/NSKZ, Nashik/LZ, Latur/JLGNZ, Jalgaon/NDZ, Nanded

AMTZ, Akola/AZ, Aurangabad/ NZ, Nagpur/NUZ, Nagpur

2) The Chief Engineer Civil Corporate Office Bandra

3) The Chief Engineer (T&S)

T. & S. Eklahare

Sub: Proper utilization of the services of Peon

It is seen from the report generated from the HRMS System that,

1) Offices under your Zone shown in the appended statement have utilizing the services of Peon sanctioned for the offices of other establishments. In short, these offices are utilizing the Peon in excess to the sanctioned posts to their establishments and salary & wages are drawn by creating Surplus Positions. The said situation indicates vacancies of Peon in one establishment and on other hand it creates Surplus Positions, which is undesirable and also a breach of Adm. Circular no. 430 dtd 14-09-2012 issued in this regard. Further, it can also be seen that, huge Surplus Positions are created without justification and kept the vacancies in the same Division/ establishment. It is sheer misuse of the available manpower as well as the provision of Surplus Positions. It is, therefore, decided to bring down the Surplus Positions at Zero level. Hence the Peon must be posted only where the post is sanctioned and salary & wages should be drawn on that establishment.

2) Besides above, it also noticed that, the vacancy of Peon is available at the same establishment; however, the employee working as Peon is tagged to Surplus Position. This is resulted in unnecessary blocking of Surplus Positions. Such employees must be tagged to the regular vacancies and Surplus Positions must be kept vacant. This is to be rectified immediately.

3) As such, concerned Division/ Circle Heads may be directed to transfer such personnel against available vacancies under their control or you may transfer such personnel out of present Division/Circle, if circumstances warranted.

The above corrective measures are to be taken immediately so as to regularize the position and compliance be submitted to this office on or before 31-03-2013.

This letter is being placed on intranet of MSEDCL and no hard copy will be sent to any office.

Encl: Statement

(P. M. Matey)
Chief General Manager (HR-TE)

## Copy s.w.r.to:

- 1) The Executive Director (HR), MSEDCL, Mumbai
- 2) The Regional Executive Director, I/II/III, Kalyan, Pune, Nagpur

## Copy f.w.c.to:

The Chief General Manager (HR), MSEDCL, Mumbai

## Statement showing the details of Peons

Sr.	Name of S/S	Sanction	SO	Total	Filled in	os	Total	Vacant Dept	SO	Total	SP	Net Vacant	
	Amravati Zone			1									
	Akola Sub Division. No-III	1	0	1	1	0	1	1	0	1	1	0	Surplus employee
	Achalpur Division Chandur Bazar Sub Division	1	0 1	1 0	- u	0 0	1- u	1 0	0 -		1	0 1	surpius employee
T	Khamgaon Division	2	1	3	3	0	w	0	1	1	1	-1	Surplus employee is
	Motala Sub Division	1	0	1	2	0	2	0	0	0	1	-1	Surplus employee is
	Malegaon Sub Division	1	0	1	2	0	2	0	0	0	1		Surplus employee is
	Yavatmal Division	2	1	3	5	0	5	0	1	1	3	-33	Surplus employees
	Aurangabad Zone											,	
	Aurangabad Rural Division	2 2	) <u> </u>	n u	2 0	0 0	2 0	4 0	2 1	υ <sub>⊢</sub>	<u> </u>	ت د	Surplus employee is
	Jalna Division No.I	2	1 1	ω	ω.	0	ω.	1	<b>→</b> !	2	2	1	Surplus employee is
	Jalna Division No.II	2	1	w	3	0	ω.	1	1	2	2	-1	Surplus employee is
	Aurangabad Zone	4	7	11	12	0	12	0	7	7	∞	-8	Surplus employees
	Baramati Zone												
	Baramati Division	2	1	w	2	0	2	1	1	2	1	0	Employee is to be
	Karad Division	2	1	w	1	0	1	2	1	ω	1	1	Employee is to be
	Malharpeth Sub Division	1	0	1	1	0	1	1	0	1	1	0	Employee is to be
	Solapur Rural Division	2	1	з	4	0	4	0	1	1	2	-2	Surplus employee is
	Solapur Urban Division	2	1	3	7	0	7	0	1	1	5	-5	Surplus employees
	Bhandup Urban Zone	,		,	,		,			-	•		
	Bhandup Division	2 1	-	J U	3 0		, ,	4 0	-	J  -	4	2 1	Employee is to be to
	Vashi Division	2	-	w	4	0	4 1	0 +	13 1	1	2	-2	Surplus employees
	Bhandup Urban Zone	5	7	12	4	0	4	2	7	9	1	1	Employee is to be ta
	Civil Corporate Office, Bandra (Zone)												1
	Kalyan CCCM Division	1	0	1	1	0	ь	2 12	0	1	1 1	. 0	Employee is to be
	A Sanda CCCM Cities S/DII	4 0	3	0	J		J	0	0	3	4 ,	-	Surplus employee is
	Aurangabad CCCIVI DIVISION	) h	1	0	2 1		2 1		7	1 0	J F	3 1	7
	Jaina CCCM cum PCPF S/Dn	0 0	0	0	1 1	0	1	0	0	0	1	1	Surplus employees are to be transferred against vacancy available at other Sub Division
	Nagour CCOM Circle	4	- 0	0	2	0	2	0	- 0	1	-	-	Surplus employee is
	Satara PCPF SUB DIVISION	0	0	0	1	0	1	0	0	0	1	-1	Surplus employee
	Satara Civil Sub-division	1	0	1	1	0	1	1	0	1	1	0	Employee is to be
	Gangakhed CCCM cum PCPF S/Dn	0	0	0	1	0	1	0	0	0	1	-1	Surplus employee is
	Prakashgad	72	57	129	68	0	68	4	57	61	0	4	No action required
	Jalgaon Zone			3	3		3		4	,	4		molou
	Dhule UCR Division	2	-	ωυ	3	0	w		<b>⊢</b>	2	2	1	Employee is to be
	Bodwad S/Dn.	1	0	1	1	0	1	1	0	1	1	0	Employee is to be
	Kalyan Zone												
	Alibag Division	2	1	w	1	0	1	2	1	w	1	1	Employee is to be ta
	Khopoli Sub Division	1	0	1	1	0	1	1	0	1	1	0	Employee is to be
	Palghar Sub Division	1	0	1	1	0	1	1	0	1	1	0	Employee
	Vasai Division	2	1	3	2	0	2	1	1	2	1	0	Employee is to be
	Kalyan Zone	6	9	15	9	0	9	1	9	10	4	-3	Employee is to be ta
	Kolhapur Zone				N. S. S.								
	Kolhapur Urban Division	2	1	w	2	0	2	1	1	2	1	0	Employee is to be ta
	Sangli Rural Division	2	1	w	2	0	2	0	1	1	1	4	Surplus employee
	Sandi Circle	N V	2 +	л	. u	0	ب در	-> <	2	w +		0	Employee is to be ta
	Kolhapur Zone	4	7	11	5	0	5	1	7	00	2	1	Employee is to be tagged to regular vacancy
1													-

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Aurangabad Training Centre	T&S Nasik	Pune Zone	Pune Nagar Road Division	Pune Bundgarden Division	Pune Aundh Sub Division	Pune Kharalwadi Sub Division	Pune Kothrud Sub Division	Pune Zone	Nashik Urban Division No.II	Nasik Rural Division	Malegaon (USD-I) S.Dn.	C.C.O&M Malegaon	Chandwad S/Dn.	Nasik Zone	Parbhani Circle	Nanded Zone	Hinganghat Division	Gondia Circle	Gondia Division	Bhandara Division	Nagpur Zone	Nagpur Urban Zone	Nagpur MIDC Urban Division	Nagpur Congress Nagar "U"Dn	Nagpur Rural Circle	Nagpur Division No.I	KANHAN SUB DN	Nagpur Urban Zone	Udgir Division	Latur Zone
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0		9	2	2	0	0	0		1	2	1	1	1		3		1	5	1	1 ,		7	1	2	2	1	0		2	N. Dallace
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Surplus employee is to be transferred against if vacancy available at other office		Employee is to be tagged to regular vacancy	Employee is to be tagged to regular vacancy	Employee is to be tagged to regular vacancy	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division		Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division		Surplus employee is to be transferred against vacancy available at other Sub Division		Surplus employee is to be transferred against vacancy available at other Sub Division	Employees are to be tagged to regular vacancies	Surplus employee is to be transferred against vacancy avaialble at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division		Surplus employees are to be transferred against vacancies available at other offices	Surplus employee is to be transferred against vacancy avaiable at other Sub Division	Employee is to be tagged to regular vacancy	Surplus employee is to be transferred against vacancy available at other office	Surplus employee is to be transferred against vacancy available at other Sub Division	Surplus employee is to be transferred against vacancy available at other Sub Division		Employee is to be tagged to regular vacancy	