

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

Date : 07 MAR 2013

To,

1) 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. No.	Name of S/S	Sanction		Filled in		Vacant		SP		Net		Remarks	
		Dept	OS	Dept	OS	Dept	OS	Total	Total	Vacant	Vacant		
Amravati Zone													
	Akola Sub Division, No-III	1	0	1	1	0	1	0	1	1	0	Surplus employee is to be tagged to regular vacancy	
	Achalpur Division	2	1	3	3	0	3	0	1	1	1	Surplus employee is to be transferred to Achalpur City-I Sub Division	
	Chandur Bazar Sub Division	1	0	1	1	0	1	0	1	1	0		
	Khamgaon Division	2	1	3	3	0	3	0	1	1	-1	Surplus employee is to be transferred to Khamgaon "U" or "R" Sub Division	
	Motlala Sub Division	1	0	1	2	0	2	0	0	0	-1	Surplus employee is to be transferred to Malakapur or Nandura Sub Division	
	Malegaon Sub Division	1	0	1	2	0	2	0	0	0	-1	Surplus employee is to be transferred to Washim Sub Division	
	Yavatmal Division	2	1	3	5	0	5	0	1	1	-3	Surplus employees are to be transferred against vacancies available at Sub Divisions	
Aurangabad Zone													
	Aurangabad Rural Division	2	1	3	5	0	5	0	1	1	-3	Surplus employees are to be transferred against vacancies available at Sub Divisions	
	Aurangabad Rural Circle	4	2	6	4	0	4	1	2	3	0	Surplus employee is to be tagged to regular vacancy	
	Jalna Division No.I	2	1	3	3	0	3	1	1	2	-1	Surplus employee is to be tagged to regular vacancy &	
	Jalna Division No.II	2	1	3	3	0	3	1	1	2	-1	Surplus employee is to be transferred against vacancy available at Sub Division	
	Aurangabad Zone	4	7	11	12	0	12	0	7	7	-8	Surplus employees are to be adjusted against vacancies to minimise the Surplus Positions	
Baranatti Zone													
	Baranatti Division	2	1	3	2	0	2	1	1	2	1	0	Employee is to be tagged to regular vacancy
	Karad Division	2	1	3	1	0	1	2	1	3	1	0	Employee is to be tagged to regular vacancy
	Matharpath Sub Division	1	0	1	1	0	1	1	0	1	1	0	Employee is to be tagged to regular vacancy
	Solapur Rural Division	2	1	3	4	0	4	0	1	1	-2	Surplus employee is to be transferred against vacancy available at Sub Division	
	Solapur Urban Division	2	1	3	7	0	7	0	1	1	-5	Surplus employees are to be adjusted against vacancies to minimise the Surplus Positions	
Bhandup Urban Zone													
	Bhandup Division	2	1	3	3	0	3	0	1	1	-1	Surplus employee is to be transferred against vacancy available at Sub Division	
	Thane Waggle Estate Division	2	1	3	2	0	2	1	1	2	0	Employee is to be tagged to regular vacancy	
	Vashi Division	2	1	3	4	0	4	0	1	1	-2	Surplus employees are to be transferred against available vacancies at Sub Divisions	
	Bhandup Urban Zone	5	7	12	4	0	4	2	7	9	1	Employee is to be tagged to regular vacancy	
Civil Corporate Office, Bandra (Zone)													
	Kalyan CCM Division	1	0	1	1	0	1	1	0	1	0	Employee is to be tagged to regular vacancy	
	Lothara CCM cum PCPF S/Dn	0	0	0	1	0	1	0	0	0	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Aurangabad CCM Division	1	2	3	2	0	2	0	2	2	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Jalna CCM cum PCPF S/Dn	0	0	0	2	0	2	0	0	0	-2	Surplus employees are to be transferred against available vacancies at other Sub Divisions	
	Warora CCM cum PCPF S/Dn	0	0	0	1	0	1	0	0	0	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Nagpur CCM Circle	1	1	2	2	0	2	0	1	1	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Satara PCPF SUB DIVISION	1	0	1	1	0	1	0	0	1	0	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Satara Civil Sub-division	1	0	1	1	0	1	1	0	1	-1	Surplus employee is to be tagged to regular vacancy	
	Gangakhed CCM cum PCPF S/Dn	0	0	0	1	0	1	0	0	0	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Prakashgad	72	57	129	68	0	68	4	57	61	4	No action required	
Jalgaon Zone													
	Dhule Rural Division	2	1	3	2	0	2	1	1	2	1	0	Employee is to be tagged to regular vacancy
	Dhule UCR Division	2	1	3	3	0	3	1	1	2	-1	Employee is to be tagged to regular vacancy	
	Bodwad S/Dn.	1	0	1	1	0	1	1	0	1	0	Employee is to be tagged to regular vacancy	
Kalyan Zone													
	Allibag Division	2	1	3	1	0	1	2	1	3	1	1	Employee is to be tagged to regular vacancy
	Khopoli Sub Division	1	0	1	1	0	1	1	0	1	0	Employee is to be tagged to regular vacancy	
	Palghar Sub Division	1	0	1	1	0	1	1	0	1	0	Employee is to be tagged to regular vacancy	
	Vasai Division	2	1	3	2	0	2	1	1	2	1	0	Employee is to be tagged to regular vacancy
	Kalyan Zone	6	9	15	9	0	9	1	9	10	-3	Employee is to be tagged to regular vacancy	
Kolhapur Zone													
	Kolhapur Urban Division	2	1	3	2	0	2	1	1	2	1	0	Employee is to be tagged to regular vacancy
	Sangli Rural Division	2	1	3	2	0	2	0	1	1	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Sangli Urban Division	2	1	3	3	0	3	0	1	1	-1	Surplus employee is to be transferred against vacancy available at other Sub Division	
	Sangli Circle	3	2	5	3	0	3	1	2	3	1	0	Employee is to be tagged to regular vacancy
	Kolhapur Zone	4	7	11	5	0	5	1	7	8	-1	Employee is to be tagged to regular vacancy	

