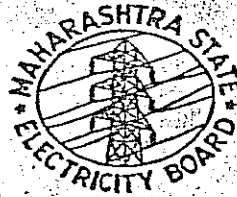


GAD/Gr. VIII - O & M / section

W. S. W.
Daftary



Maharashtra State Electricity Board

CODIFIED GENERAL ORDER NO. 1

Supply of Uniforms & other articles
to the employees of M.S.E. Board

Codified upto 31-10-1972

CODIFIED GENERAL ORDER NO.

Sub: Supply of Uniforms and other articles to the employees of M.S.E. Board.

1. Quite a large number of orders in the form of G. S. Os., Office Orders, Departmental Circulars, other circulars as indicated at the end of this Codified General Order had been issued on the subject of 'Supply of Uniforms and other articles to Board's employees'. To facilitate easy reference and to avoid confusion and correspondence these orders have been consolidated as codified General Orders.

2. Various categories of employees of the Board for whom it is necessary to use different items of uniforms or other articles as per the prescribed procedure or condition of contract as indicated against each are given below along with notes necessary in the matter:

Category of the Post -	Description of Uniforms	Period	Remarks
1	2	3	4
1. Driver:			
Launch Driver	1) Two Sets of Khaki Bush-Shirts and trousers.	Annually	
Launch Navigator	2) One round or folding cap with departmental mark and number.	"	
	3) Buttons for the Coats (Bush-shirts).	"	
	4) Pathani Chappals.	"	
	5) A badge bearing the name of the department.	Only once	
	6) One rain coat with rain proof cap	Biennially	
2. Cleaner	1) Two Khakishirts.	Annually	
	2) Two Khakishorts.	"	
	3) A folding cap.	"	
	4) Buttons for shirts.	"	
	5) Badge bearing the name of the department.	Only once	
	6) Short rain proof cap with a rain coat.	Biennially	

Category of the Post	Description of Uniforms	Period	Remarks
3. Chowkidar:			
i) Head Watchman	1) Beret Green light colour.	One	Once a year
ii) Watchman	2) Khaki Bushcoat of existing pattern with buttons, belt and pockets.	Two	"
iii) Watchman-cum-Peon	3) MSEB Breast Metal Badge on Bush-coat at existing one.	One	Only once a year
iv) Chowkidar-cum-Mazdoor	4) Khaki Full Pant without bottom fold.	Two	Once a year
v) Chowkidar-cum-Mali	5) Black Shoes	One pair	Once a year
vi) Watchman-cum-Khansama	6) Socks — Khaki Colour	Two pairs	"
vii) Night Watchman and clatures demoting primarily duties of Chowkidars	7) Shoulder M.S.E.B. Badges of metal as existing	One pair	Once only
viii) Any other noman-	8) Jersey-Woolen	One	Once in three years

Category of the Post	Description of Uniforms	Period	Remarks
1	2	3	4
	9) Torch of three cells	One	To be replaced after it becomes unserviceable due to wear and tear.
	10) Rain Coat	One	Once in two years Biennially
	11) Gum-Boot	One pair	—do—
	12) Lathi Wooden (police type)	One	Once only.
	13) Whistle with cord	One	as may be warranted
	14) Chevron shoulder strip	3	Once a year to Head Watchman only.
I. Turner (on maintenance and repairs) Fitter Welder Turbine Operator Turbine attendants Turbine Helper Condensor Operator Condensor Helper Feed Water Station Operator	1) Tight clothing as recommended in Factories Act 2) Full pants and full shirts be provided 3) Turners, Fitters and Welders Biennially should also be provided (except against with goggles, broken glasses). 4) Welders should be provided with special types of Goggles. They may also be supplied	Annually " Biennially	

Category of the Post	Description of Uniforms	Period	Remarks
1	2	3	4
Pumping Station Operator Boiler Operator Boiler Helper Coal and Ash handling plant attendants Coal and Ash handling plant helper Fireman Assistant Fireman (on operation work) and such other categories of employees governed by the Factories Act and who are required to be provided with light clothing; as also others of the same category working in Power Station	with full pants & full shirts instead of half pants & half shirts.		
a. Ash Gangman	1) Two sets of Shirts 2) Two sets of Shorts 3) Two pairs of whole boots 4) Rain Coat with rain proof cap	Annually " " Biennially	

Category of the Post	Description of Uniforms	Period	Remarks
1	2	3	4
6. Midwife	1) Two saris & two blouses	Annually	
7. Compounder	A pair of full pants and apron of white drill of the usual pattern used in Govt. Hospitals.	"	
8. Dispensary attendents	--do--	"	
9. Wireman			
10. Fuseman	1) A pair of Shorts	"	
11. Cable Jointer/Asstt. Cable Jointer	2) A pair of half sleeves shirts	"	
12. Meter Reader ()	3) One folding cap	"	
13. Sub-Wireman	4) One badge	Only once	L.D.C. (M.R.) is also entitled to one umbrella biennially.
14. Helper			
15. Stores Helper			
16. Naik	1) Two suits with a cap with buttons	Annually	
	2) One umbrella	Biennially	
	3) One badge	Only once	
	4) Woolen Jersey	Once in three years	Note 8 may please be seen.
17. Peon	--do--	--do--	--do--

Category of the Post	Description of Uniforms	Period	Remarks
1	2	3	4
18. Blue Printer	A pair of 1) Half Bush Coat & full pant 2) One Umbrella 3) One badge 4) Woolen jersey	Annually Biennially Only once Once in three years	
19. L.D.C. (Bill Collector)	One Umbrella	Biennially	
20. Meter Inspectors	—do—	—do—	
21. Sweeper (Female)	1) Two blue sarees 2) Two white blouses	Annually "	
22. Sweeper	1) Two Khaki Shorts	"	
23. Sweeper-cum-Gardner	2) Two Khaki half sleeve shirts with buttons	"	
24. Gardner	Note: One Woolen Jersey to Sweeper once in three years)	"	
25. Waterman-cum-Farash	1) Two Khaki Bush shirts 2) Two Khaki Shorts 3) One round or folding cap with departmental mark and number 4) Buttons for the Coats (Bush-Shirts) 5) Pathani Chappals 6) A badge and Buckles 7) Woolen Jersey	" " " " Biennially Only once Once in three years	

Category of the Post		Description of Uniforms	Period	Remarks
1		2	3	4
26.	Khansama	1) Two sets of trousers (Pants) and full sleeve Bush Coats of white drill cloth		The Uniform to be worn only when serving at table.
27.	Rest House Attendent	2) Badge bearing the name of the Board	Only once	
		3) Woolen Jersey	Once in three years	
28.	LINE STAFF viz.			
	i) Line Inspector Gr. I	Two Khaki full pants and Two half sleeve shirts with red stripe	Annually	
	ii) Line Inspector Gr. II.			
	iii) Lineman			
	iv) Asstt. Lineman			
	v) Helper			
29.	Mukadam	1) Two Shorts	Annually	
30.	Mazdoor	2) Two half sleeves bush shirts with buttons	"	
31.	Hamals and Sweeper attached to the Head Office, Bombay	3) One Umbrella 4) One badge 5) One Jersey of Gray colour	Biennially Only once Once in three years	

Category of the Post	Description of Uniforms	Period	Remarks
1	2	3	4
32. Store keeper Delivery Clerk attached to Store Section Bombay.	Rain Coats with Cap.	Biennially	To be surrendered after rainy season to the Store Section. Annually
33. Mazdoor including Mukadam attached to Stores, Section, Bombay	Rain Coat with Cap to be surren- dered to the Store Section after rainy season	"	
34. Store Laskar	Umbrella	"	
35. Employees working at Radhanagari	1) Gum-boots 2) Rain Coat with water proof Cap	"	
36. Dumper Drivers	Pair of half sleeves bush shirts and Trousers	Annually	The uniform would be of the same design and of the same type of cloth as has been specified for the category of vehicle Drivers.
37. Hot line staff attached to Hot line maintenance units	A pair of Khaki full pants and full sleeves shirts	"	
38. Roving Repairs Team in O & M Dn. Kolhapur	Two Boller suits of blue drill cloth	"	

NOTES :

(i) Uniforms and articles specified above should be provided periodically as mentioned above or after such intervals as may be decided by the Secretary.

(ii) Except where otherwise specified all uniforms for employees should be made of Khaki Mill Cloth.

(iii) Kamblies and Rain Coats should be purchased by the respective officers such as Chief Engineers and Superintending Engineers after following the prescribed procedure and stocked according to the anticipated requirement by each of Const. Division and/or Operation and Maintenance Division as part of equipment to be given when the staff is actually detailed for outdoor and/or line work as the case may be.

(iv) The Uniforms should be as per the specified approved pattern. The approved patterns have been indicated in Appending 'B'.

(v) The patterns of budges, buckles and buttons required to be used on uniforms are indicated in Appendix 'C'.

(vi) Arrangement may be made by the Zonal, Circle and Divisional Heads to have the uniforms stitched for the employees working in Offices under their jurisdiction. In the case of employees in Sub-Division, Divisional Heads should arrange to have the uniforms stitched for them. Similarly they should arrange to have buttons, badges and buckles for their area made locally.

(vii) Sikh employees of the Board who are eligible to uniforms prescribed by the Board which include a Cap, who prefer to wear a Turban instead of a Cap, may be provided with two Khaki (Mill Cloth) Turbans of 5 years instead of a cap annually.

(viii) The type of woolen cloth to be used for the woolen Uniforms to the eligible employees of the Board shall be "course or flannel" woolen cloth of good quality

of Dark Blue or Havy Blue colour of 50" to 52" width for Coat & Pant. The woolen cloth should be purchased at the prevailing Market rate after following the prescribed procedure. One woolen coat made out of above specified cloth should be furnished to each class IV employees in Head Office Bombay and to the Peons who have to accompany officer on tour, once in every four years. Jerseys.

(ix) Vehicle Drivers borne on regular establishment and working at non-coastal places where the cold during winter season is severe should be supplied with one woolen coat and pant made of the above specified cloth once in every four years. The cloth used for the drivers attached to Bombay for woolen uniforms should be of superior quality that specified above for class IV employees.

(x) The bush shirts to be supplied to vehicle drivers attached to H.O. Bombay may be of Khaki shirting instead of Khaki coat type.

(xi) Probationers should not be supplied with any woolen clothing till their probationary period is over.

(xii) Watchman, who are recruited on regular basis against the posts sanctioned on Regular Establishment should be supplied with the uniforms immediately on their joining the services of the Board, whereas those who are recruited on temporary basis should be supplied with the Maharashtra State Electricity Board badges only.

(xiii) An amount roughly equivalent to the cost of the uniform should be taken as a fixed deposit from each such person appointed on regular establishment; the deposit amount so taken shall be refunded to the employee after completion of his probationary period satisfactory and his confirmation. In case, the Watchman's performance during his probation is found unsatisfactory or he leaves the services of the Board during the period of probation the amount of deposit should be forfeited and credited to the Board. Each such person appointed as a Watchman should be asked to execute a suitable bond to this effect at the time of his appointment.

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(xiv) The Watchman-Cum-Khansama may be provided with two different types of uniforms viz. those prescribed for watchman and that for Khansama since he is required to perform both the duties.

(xv) The Delegation of Powers has been indicated in Appendix 'A'.

(xvi) Stitching of Uniforms and Stitching Charges should be as per Appendix 'D'.

(xvii) The Specimen copy of the Bond to be executed by watchman appointed on regular estt. is as per Appendix 'E'.

3. All G.S.Os., G.Os office orders, departmental circulars, circulars etc. indicated in the list appended at 'References' are deemed to have been covered up in the above.

As per Mailing List.

Jt. Secretary

APPENDIX 'A'

DELEGATION OF POWERS

Competent Authority

Secretary.

Dy. C. E. and S. E.

Dy. C. E., S. E. Sr. P. S. S.

Establishment Officer at Head Office, E. E. P.S.S., S. E. Sr. P. S. S., Dy. C. E., in the Field.

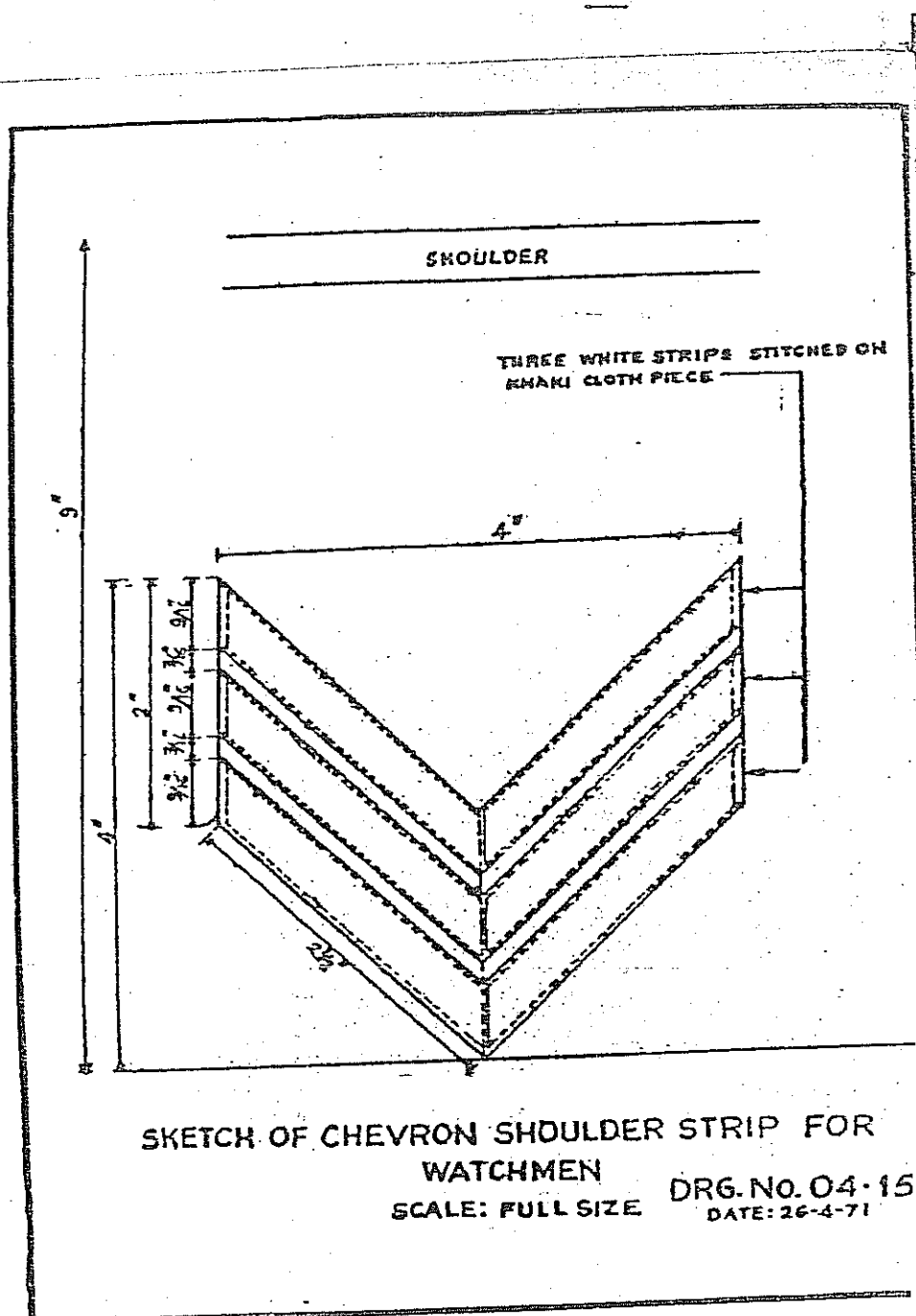
1. To decide all matters pertaining to the supply of uniforms to Board's employees including fixation of stitching charges etc.
2. To determine the non-coastal places for the purpose of supplying woolen coat and pant to vehicle drivers.
3. To fix the rates of stitching for different types of uniforms within the prescribed ceiling charges after ascertaining the prevalent market rates for different places under their jurisdiction and also taking into account the rates being paid for similar, or more or less similar work by Govt.'s Local Offices.
4. To sanction clothing for employees on the standards laid down by the Board.

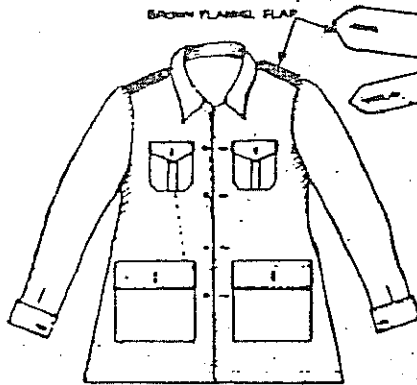
PATTERNS OF UNIFORMS

1. Woolen Coat. should be of buttoned up pattern as is normally used for official purposes in the Govt.'s offices.
2. For the use of Compounders and Dispensary Attendants. full pant and apron as is usually supplied in Govt. Dispensaries, made out of white drill (Mill cloth should be used.)
3. Rest of the uniforms viz full pant, Full sleeve Bhush-shirts, buttons, badges, buckles etc. which are to be provided should also be of approved pattern, the drawing of the approved patterns are attached in the "Appendix 'C'".

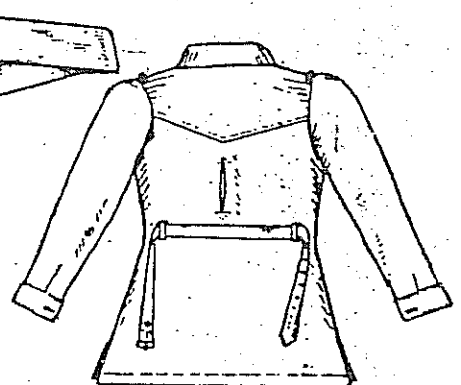
APPENDIX 'C'
Patterns attached

DIX 'C'
attached

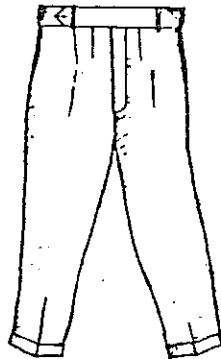




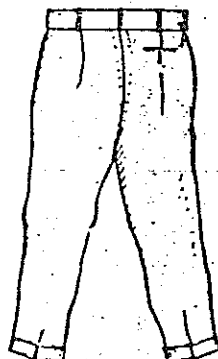
FRONT VIEW
COAT.



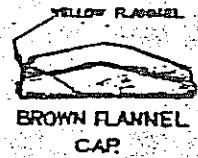
BACK VIEW
COAT.



FRONT VIEW
PANT.

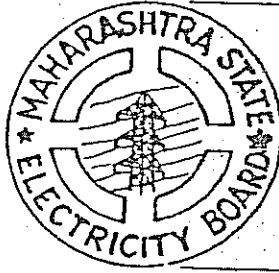


BACK VIEW
PANT.

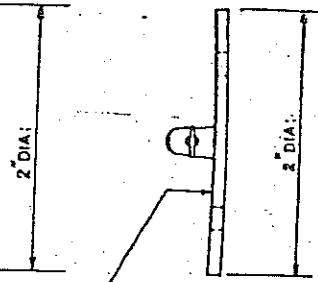


BROWN FLANNEL
CAP.

BOMBAY STATE ELECTRICITY BOARD		
ESTABLISHMENT SECTION		
PATTERN OF UNIFORMS FOR OFFICE PEONS.		
DESIGNED BY S. S. Kulkarni	DRAWN BY S. S. Kulkarni	CHECKED BY S. S. Kulkarni
DATE 22/10/55	SCALE 1/8"	NO. 55-01
BOMBAY 10-10-55		



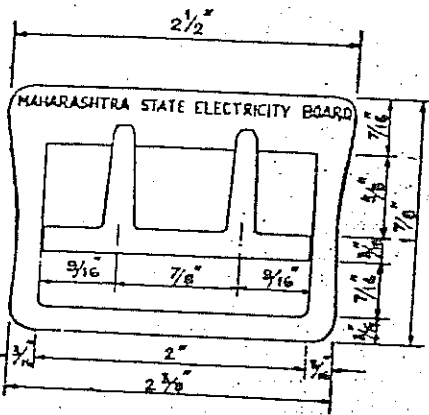
FRONT VIEW



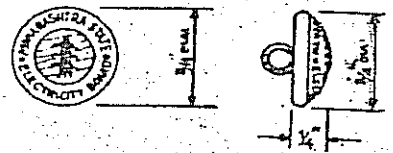
2" DIA.
7/32" THICK

SIDE VIEW

BADGE



BUCKLE



BUTTON

SCALE: FULL SIZE.

MAHARASHTRA STATE ELECTRICITY BOARD

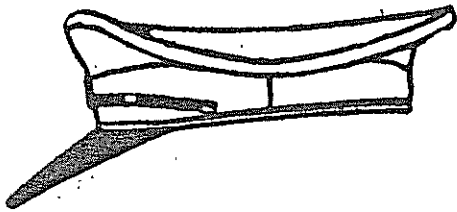
SPECIMEN OF
BADGE, BUCKLE & BUTTON.

CHECKED: S. S. *Kanwalkar*
31-7-61.

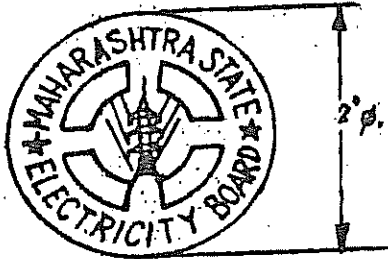
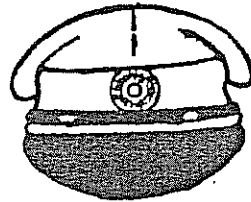
DRAWN: *P. S. Chavan*
31-7-61.

DRG. NO. 57.05A.

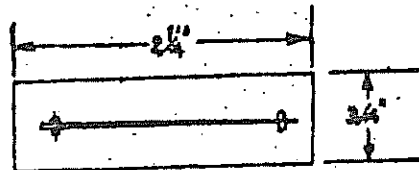
DATE: 31-7-61.



CAP



BATCH FOR THE CAP



BATCH

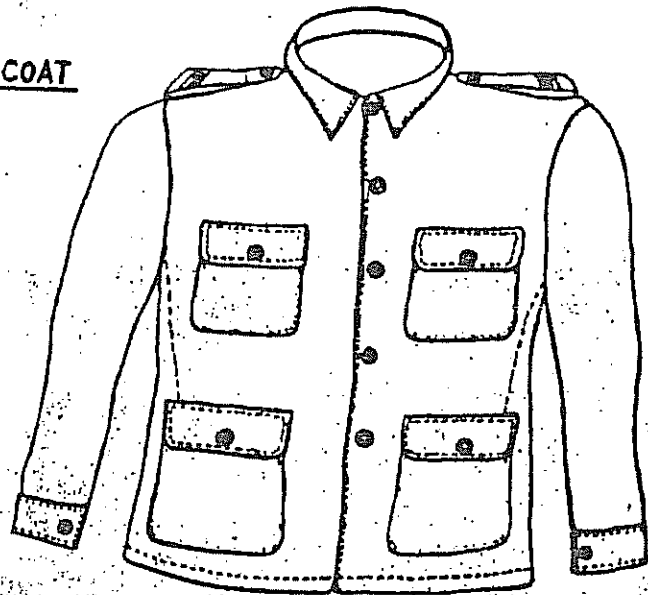
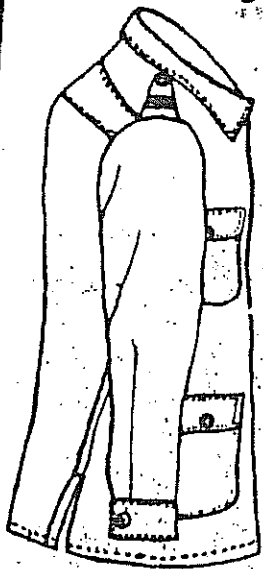
SKETCH OF DRIVERS
UNIFORMS

MAHARASHTRA STATE ELECTRICITY BOARD

DATE: 3-3-70

DES. NO. 53.475

DRIVERS COAT

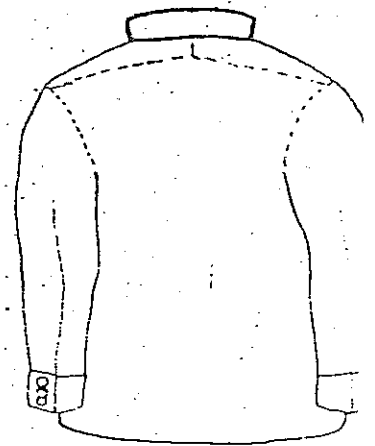
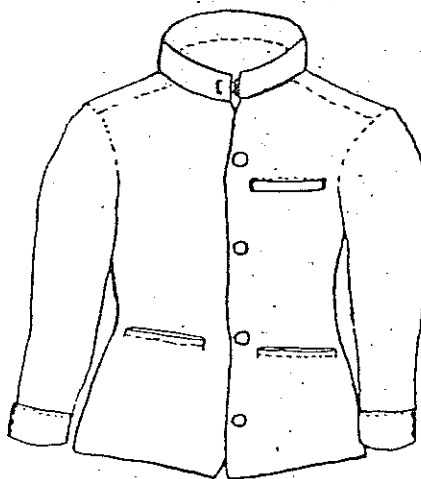


SKETCH OF DRIVERS
UNIFORMS

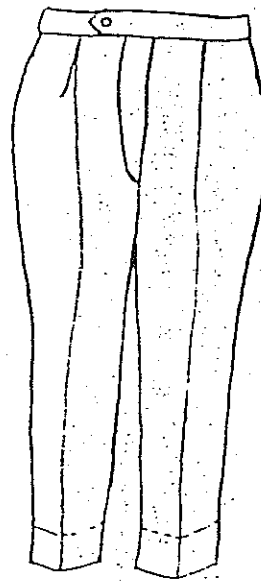
MAHARASHTRA STATE ELECTRICITY BOARD

DATE: 8-3-70

DRG. NO. 53.475

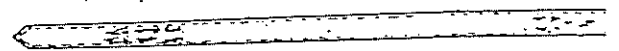
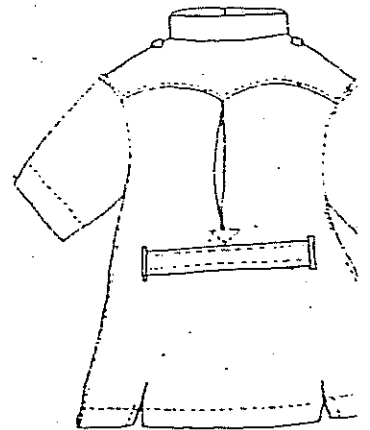


WOOLLEN COAT FOR DRIVERS & PEONS ATTACHED TO H.O.

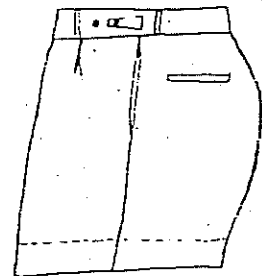
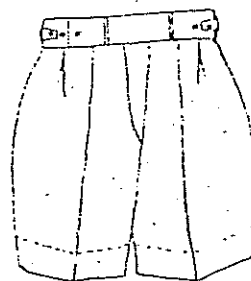


WOOLLEN PANTS FOR DRIVERS ONLY.

DRG. NO. 53-639
DATE 23-10-72



COTTON CLOTHING FOR HAMALS, SWEEPERS,
MAZDOORS, HELPERS ETC.



DRG.NO.53-639
DATE 23-10-72

APPENDIX 'D'

STITCHING OF UNIFORMS AND STITCHING CHARGES

Uniforms may be allowed to be stitched by the employees in the mofussil from the tailors of their choice to their proper size subject to their being of approved pattern and subject to the following ceiling of stitching charges. The Head of the Office to see that the cloth supplied is actually used for the uniform of the acceptable standard.

(i) Full sleeve bush-shirt (Coat)	Rs. 5/- each
(ii) Trousers (Pant)	Rs. 4/- each
(iii) Round or folding cap	Rs. 1.25 each
(iv) Shirt half sleeve	Rs. 2/- each
(v) Boiler sult	Rs. 5/-
(vi) Shorts	Rs. 3/-
(vii) Half sleeve bush shirt (Coat)	Rs. 4/-
(viii) Blouse	Rs. 1.50
(ix) Full shirts	Rs. 3/-
(x) Apron	Rs. 4/-

The ceiling so stitching charges inclusive lining material for Woolen Uniforms.

(i) Woolen coat	Rs. 15/-
(ii) Woolen Pant	Rs. 10/-
(iii) Woolen Coat and pant	Rs. 25/-

Tailoring of uniform for employees in pay Group IV in Head Office to the entrusted to institutes sponsored or subsidised by Social Welfare Board.

REFERENCES :

		Dt.	Office
1) B.S.E.B.G.S.O.sNos.			
i)	381 with correction slip No. 1 27-8-69	11-9-58	i)
ii)	396	"	ii)
iii)	397	13-10-58	iii)
iv)	425	20-10-58	iv)
v)	457	27-12-58	v)
vi)	479	14-5-59	Depart Nos.
vii)	492	29-6-59	i)
viii)	516	21-8-59	ii)
ix)	530	23-11-59	iii)
x)	548	8-1-60	iv)
		17-3-60	v)
2) M.S.E.B. G.S.O.s Nos.			
i)	17	"	vii)
ii)	21	3-10-60	viii)
iii)	36	14-10-60	ix)
iv)	38	10-1-61	x)
v)	54	30-1-61	xi)
vi)	58	6-4-61	xii)
vii)	68	11-5-61	xiii)
viii)	75	3-7-61	xiv)
ix)	84	21-8-61	xv)
		22-9-61	
3) M.S.E.B. G.O.s Nos.			
i)	30	"	
ii)	2(T)	15-12-64	
iii)	41	18-2-65	
iv)	61	14-2-66	
v)	69	9-12-70	
		4-8-72	

Office Order Nos.

- | | | |
|---------------------------------|---|-----------|
| i) E.V./Misc/4026 | " | 29-6-59 |
| ii) E.V./Misc/62516 | " | 8-10-59 |
| iii) E.V./UN/MSP/
VIII/47974 | " | 14-10-60 |
| iv) Gen/9/33416 | " | 4-10-1967 |
| v) GAD/G/26/12/
3086 | " | 20-1-72 |

Departmental Circular
Nos.

- | | | |
|--|---|----------|
| i) Gen/9/17450 | " | 28-3-64 |
| ii) No. 70350 | " | 8-12-64 |
| iii) Gen/9/1700 | " | 9-1-65 |
| iv) A/2020 | " | 12-1-65 |
| v) A/58885 | " | 11-7-66 |
| vi) A/Gen/9/48170 | " | 30-7-65 |
| vii) Gen/9/15794 | " | 1-4-66 |
| viii) Gen/9/33450 | " | 13-7-66 |
| ix) A/Gen/9/38414 | " | 11-7-65 |
| x) A/3855 | " | 23-1-69 |
| xi) Gen/19/33176
With ADDENDUM
No. GAD/G/26/
9176 | " | 19-8-70 |
| xii) GAD/G/26/
50597 | " | 2-5-72 |
| xiii) GAD/G/26/12/
54109 | " | 19-12-70 |
| xiv) GAD/G/26/
11776 | " | 14-12-71 |
| xv) GAD/G/26(A)/
46149 | " | 20-3-72 |
| | " | 31-10-72 |

6) Circular Nos.

i) GAD/G/26/49695
With CORREGENDUM
NO.

GAD/G/26/1052

"

14-12-70

"

4-5-71

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APPENDIX 'E'

STAMP DUTY OF RS. 3.00 PAISE
FORM OF INDEMNITY BOND TO BE GIVEN BY THE
WATCHMAN FOR RECEIVING THE ARTICLES OF
UNIFORM.

I..... son of
a resident of in the District of
..... at present employed as a
on a regular basis in the MAHARASHTRA STATE ELEC-
TRICITY BOARD hereinafter called the "Employee" am
held and firmly bound upto the Maharashtra State Electri-
city Board hereinafter called the "Board" (which expres-
sion shall unless the context otherwise admit include its
successors and assigns) in the sum of Rs. /- (Rupees
.....
only) to be paid to the Board FOR WHICH PAYMENT TO
be well as trully made I, hereby bind myself firmly by
these presents.

WHEREAS on my selection for employment as a
..... in the Maharashtra State
Electricity Board I have credited in one instalment a sum
of Rs. /- (Rupees only)
to the Board as a deposit equivalent to the cost of all the
articles of uniform that will be issued to me for my per-
sonal use.

AND WHEREAS in consideration of the Board having
agreed to supply the aforesaid uniform to me I.....
..... the employee of the Board has agreed to
execute the above bond with such conditions as is here-
under written.

NOW THE CONDITIONS OF THESE OBLICATIONS
ARE such that on my selection for employment as Watch-
man in the Board and after receiving of the uniform as

mentioned above I shall be personally responsible for the proper custody and maintenance of the said uniform and in case of any damage to or loss of any articles of uniform issued to me, I shall make good the loss or damage and replace the articles at my own cost.

In case my performance during the period of my probation is found unsatisfactory and on that account my services are terminated or if I leave the services of the Board before my confirmation in the post I hold, I shall have no right to claim the refund of the money deposited towards the cost of the uniform as stated above and the deposit shall stand forfeited to the Board.

BUT/SO/NEVERTHELESS that I shall be entitled for the refund of deposit amount after the satisfactory completion of my probation period and my confirmation in the post.

The obligations undertaken by me shall not be impaired or discharged or in any way affected by an extension of time or any other indulgence granted by the Board to me.

The Board shall bear the Stamp Duty in respect of these presents.

IN WITNESS WHEREOF I hereby have signed this bond on this day of 1972.

Signed and delivered at by the
above bounden,

Shri Signature of the employee.

In the presence of:—

- 1.
- 2.

Signed for and on behalf of
Maharashtra State Electricity Board

Signature
Designation.

In the presence of:

- 1.
- 2.