



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

HUMAN RESOURCES DEPARTMENT

Phone No, (022) 26598595/26595000
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Plot No, C-19, Prakashganga, 7th floor,
Bandra-Kurla Complex,
Bandra (E), Mumbai-400051.

No.MSETCL/HR-NT/Seniority/UDC (F&A)/16206

Date: 03.11.2011

CIRCULAR

SUB: Circulation of integrated seniority list of UDC (F&A) of MSETCL as on 31.03.2011

The post of Upper Division Clerk (F&A) falls in Circle-wise seniority. As per Seniority Regulation 17(2) (b), the promotions of Assistant Accountant / Auditor which is a State-wise seniority post are done from amongst UDC (F&A) by integrating the seniority list of UDC (F&A) of different Circles.

2. In view of the above, the seniority lists of UDC (F&A) of different Circles prepared in pursuance of Administrative Circular No.120 dt.22.8.1989 read with Administrative Circular No.140 dt.18.01.1994 have been collected, got validated and integrated at Corporate Office level.

3. While preparing the integrated seniority list, the following procedure/principles have been followed.

(1) As per the Regulation 4 of the MSEB Employees Seniority Regulations, 1961, the seniority has been reckoned/fixed from the date of order of promotion or appointment including deemed date of promotion, if granted by respective Circles. While making integration of the seniority lists of different Circles, date of order of promotion/ appointment has been taken as base by maintaining inter-se within the Circles.

(2) In case of direct recruits, if they fail to pass departmental Lower Accounts Exam within three consecutive chances (4 chances for backward classes), their seniority has been reckoned from the date of passing of the examination as per note below Regulation 8 of the Seniority Regulations.

(3) In case of the request transferees i.e. transferred by losing seniority from one Circle to another Circle, the seniority has been fixed from the date of joining in the new Circle as per Regulation 21(a) of the Seniority Regulations.

(4) In case of coincidence of having the same date of promotion/ appointment of different Circles, the date of selection has been taken as base for fixing the seniority by maintaining inter-se within Circle.

(5) In case the date of order and the date of selection happen to be the same, the date of birth has been taken as base for deciding the order of seniority by maintaining inter-se within Circle.

(6) The integrated seniority list may be circulated amongst the employees concerned. The seniority list may also be displayed on the Notice Board. The employees concerned may be requested to go through the seniority list and forward their representations on or before **11.12.2011**, if any, addressed to the Assistant General Manager (HR-NT) in the enclosed format within one month from the date of issue of this Circular. The representations received thereafter shall not be entertained.

(7) The integrated seniority list is also available on web site at www.mahatransco.in

Encl: As above.

Asstt. General Manager (HR-NT)

To,

All as per mailing list upto the level of Superintending Engineer in the Field and Corporate Office.

ANNEXURE

(Representation to be submitted through CE/SE/EE only)

To,
The Assistant General Manager (HR-NT),
Maharashtra State Electricity Transmission Co.Ltd.
Prakashganga, 7th Floor,
Bandra (East),
Mumbai – 400 051.

SUB: Representation for correction in the Seniority List of UDC (F&A)

REF: MSETCL/HR-NT/Seniority/UDC (F&A)/ **16206** dated 03.11.2011

My name has been included at in the integrated seniority list referred to above at Sr. No. ____.
The information/data mentioned against my name is required to be corrected as indicated below.

Sr.No.	Column head of seniority list	Shown in the seniority	Position required to be corrected
1.	C.P.F. No.		
2.	Name of Employee		
3.	Caste /Caste Validation Status		
4.	Date of Birth		
5.	Qualification		
6.	Date of Joining as LDC		
7.	No. & Date of departmental examination passed / exempted		
8.	Chances availed for passing examination		
9.	Name of the circle which reviewed the seniority		
10.	Date of selection of UDC (F&A)		
11.	Date of Appointment/Promotion to the post of UDC (F&A)		
12.	Date of joining as UDC (F&A)		
13.	Date of joining on request transfer as LDC/UDC, if any		
14.	Deemed date promotion as UDC (F&A)		

15. (a) No. of integrated seniority list to be incorporated / corrected as

(b) Reasons in support of request at (a) above

Any other remarks: _____

Place:

Date:

Signature of employee

Certificate from the officer not below the rank of Executive Engineer

Certified that the particulars as requested to be corrected have been verified from the Service Book and found correct.

Officer incharge of the rank of
Executive Engineer and above.

Superintending Engineer