

# **M.S.E.T.C.L. EMPLOYEES' SENIORITY REGULATIONS, 2005**

**Up Dated up to 31st Dec, 2009**

**THE MAHARASHTRA STATE ELECTRICITY TRANSMISSION  
CO.LTD. EMPLOYEES' SENIORITY REGULATIONS, 2005.**

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**MAHARASHTRA STATE ELECTRICITY TRANSMISSION  
COMPANY LIMITED  
EMPLOYEES' SENIORITY REGULATIONS, 2005**

**Preamble:**

In exercise of the powers conferred by the Government of Maharashtra, vide Notification No. Reform 1005/CR/9061(2)/ Energy-5 dt.04/06/2005 Rule No. 6(9), (10) & Reform-1005/CR-9061(4) Energy-5 dt.28/06/2005 Rule 1(3) under Section 131, 133 and 134 of the Electricity Act, 2003 (36 of 2003), Maharashtra State Electricity Transmission Company Ltd. adopts erstwhile MSEB Employees' Seniority Regulations, 1961 to regulate the seniority of the employees in its service mutatis-mutandis as follows:

**Short Title and Extent:-**

1. (i) These Regulations shall be called the "Maharashtra State Electricity Transmission Company Limited Employees' Seniority Regulations, 2005".
- (ii) These Regulations came into effect from 06.06.2005 in the Maharashtra State.
- (iii) If any of these Regulations are in conflict with the provisions of law for the time being in force, the latter should be deemed to be operative.
- (iv) Save where it is otherwise expressed or implied, these Regulations with such amendments and modifications as may be effected from time to time by the Maharashtra State Electricity Transmission Company Limited shall apply to all employees under its administrative control.

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1. Adm. Cir. No. 458 dtd., 04.06.2005
  2. H.O. Circular No. 19381 dtd. 10.06.2005
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### Interpretations

2. (i) In these Regulations unless there is anything repugnant in the subject or in the context, the terms used are in the sense here explained:-

- (a) **The Company** means "Maharashtra State Electricity Transmission Company Ltd.", Constituted by the Government of Maharashtra vide Notification No.Reform-1005/CR/9061 (2) /Energy-5 dt.04/06/2005, Rule No.6(9), (10) and Reform-1005/CR-9061 (4) Energy-5 dt.28/06/2005 Rule-1(3) under Section 131, 133 and 134 of the Electricity Act, 2003 (36 of 2003).
- (b) **Cadre** means a part of an Establishment declared by the Company as such (Annexure-I) and which may include one or more categories of posts in different grades at different levels, the incumbents of which are eligible for promotion by seniority and / or selection as may be the case, when vacancies of higher posts occur in the same part of the Establishment.
- (c) **Category of posts** means a class of posts in a particular grade of pay within a cadre, separately designated in relation to the nature of functions assigned.
- (d) **Ex-cadre post** means post outside the cadre.
- (e) **Ex-cadre transfer** means transfer of an employee from one cadre to another or in respect of an employee not being a member of a cadre, his transfer from one post to another.
- (f) **Seniority** means relative place of an employee in the order of standing in a particular seniority group.
- (g) **Seniority Group** means a group of categories of posts declared by the Company as such and where incumbents have common gradation of seniority and the incumbents of which are transferable from one category to another.

- (h) **Service Regulations** means, Maharashtra State Electricity Transmission Company Limited Employees' Service Regulations, 2005 adopted by the Maharashtra State Electricity Transmission Company Limited, with such amendments as may be made therein from time to time.

### General Principles

3. Seniority shall be based on the length of continuous service in the particular category.

(A) Provided that any leave sanctioned according to the Service Regulations during the period shall not constitute a break in continuity of service.

(B) Provided further that in the case of employees in service of the Company as on 06/06/2005, their interse seniority based on the principles followed on that date shall remain unchanged till they are promoted to higher posts. When so promoted their seniority in the higher posts shall be regulated as per the relevant provisions of these Regulations i.e. the Maharashtra State Electricity Transmission Company Limited Employees' Seniority Regulations, 2005.

4. For purposes of fixing seniority, length of service shall be counted from the date of the order of appointment or of promotion and not the date of joining the post.

5. Save as otherwise decided by the Company in any particular case or cases for special reasons, seniority among candidates selected for appointment to posts at the same time in one batch of vacancies shall be regulated as under:-

If a certain percentage of posts are reserved for direct recruitment and others for departmental promotions, the departmental appointees' seniority shall be listed first in their order of seniority in the lower cadre interse upto the extent of the percentage so reserved and they shall be followed in seniority by the direct recruits in the order of merit.



- (ii) If any direct recruit is selected for any of the posts because of non-availability of suitable departmental candidate, his seniority shall be fixed in the manner prescribed in (i) above.
- (iii) In the case of Junior Engineer, the seniority of Departmental Diploma holder promotees shall be listed first in their order of seniority in the lower cadre interse upto the extent of the percentage so reserved, followed by Departmental AMIE/Degree holder Sub-Engineers appointed against 5% vacancies in the order of merit, followed by direct recruits appointed against 70% vacancies in the order of merit.

6. The interse seniority of candidates for advertised posts to be filled by direct recruitment shall be determined by the Competent Authority and notified in the order of merit, notwithstanding the fact that any of the candidates so selected may already be an employee of the Company.

#### **Note to Regulations 5 & 6 :-**

Seniority of Assistant Engineers (Trans.) / (Civil), Dy. Executive Engineer (Trans.)/(Civil) and Executive Engineer (Trans.)/(Civil) appointed both by promotion and by direct recruitment, out of every four consecutive vacancies should be determined in the manner indicated below:-

- (i) The departmental candidates holding degree or qualifications recognized as equivalent to a degree promoted against the first two consecutive vacancies in the category of Assistant Engineer (Trans.)/(Civil), Dy. Executive Engineer(Trans.) / (Civil) and Executive Engineer(Trans.)/(Civil) should be ranked first.
- (ii) Direct recruit taken up against third consecutive vacancy out of every four vacancies of Assistant Engineer (Trans.)/(Civil), Dy. Executive Engineer (Trans.)/(Civil) and Executive Engineer (Trans.)/(Civil) reserved for direct recruitment should rank below the departmental promotees referred to in Sub-Clause (i) above.

- (iii) The departmental candidate promoted against the fourth consecutive vacancies out of every four vacancies reserved for diploma holders should be ranked below direct recruits mentioned in Sub-Clause (ii) above and
- (iv) Except in the case of persons who will be assigned accelerated ranks on ground of outstanding records, the interse seniority of the Officers in Sub-Clause (i) should ordinarily be maintained.

7. Persons promoted earlier shall rank higher in the new category than those promoted later irrespective of their comparative seniority in the lower post before promotion.

8. Where passing of a qualifying test within a given period is condition, the date of passing of the test at any time within the prescribed period shall not affect the interse seniority in the category.

**Note:-** If the employees appointed as direct recruits fail to pass prescribed examination / test within a given period, they shall lose their seniority if they have availed of 3 consecutive chances and in case of reserved category employees 4 consecutive chances within a prescribed period. (The above Note shall be effective from 01.05.1973.)

9. Employees of Licensees whose undertakings are taken over by the erstwhile MSEB/Company, when absorbed in the service of erstwhile MSEB/Company may be ranked in seniority lists alongwith other persons of the respective categories in which they are absorbed on the basis of the dates of their entry into the service of the Company. The interse seniority, if any, of the licensee's employees will however be operative on their absorption in the Company's service and may not as far as possible be disturbed.

10. Service rendered under the following circumstances shall not count for seniority either in the higher or in the lower category.

- (a) in a higher category in a short leave vacancy.



- (b) in a higher category as a result of the local arrangement without affecting the seniority of other senior to the incumbent concerned and
- (c) where the competent authority declares that a promotion has been effected out of turn without considering the claims of those senior to the employee concerned or that such out of turn promotion was not justifiable.

11. The service of an employee in a purely temporary vacancy or as a trainee or apprentice or as understudy shall not count as service for seniority provided that if a person holding a temporary post without break is eventually confirmed in that post, the temporary service shall, except in the cases covered by Regulation 10 above, count for seniority.

\*12.(a) A person who has been promoted in due turn, but forgoes promotion of his own accord, loses his seniority and will become junior to the person who is promoted to the higher post and he shall be debarred from being considered for promotion to a similar higher post for a period of two years from the date of first promotion order. If, however, promotion given on second occasion (first having been refused) is again refused by the employee concerned, he will be debarred for promotion for three years from the date of the second promotion order.

\*12.(b) A person who has been promoted in due turn, but seek / take voluntary reversion on his own accord, after joining the promoted post, loses his seniority and will become junior to the person who is promoted to the higher post, and he shall be debarred from being considered for promotion to a similar higher post for a period of two years from the date of voluntary reversion order.

(This provision is effective from 31.03.2001.)

**Note 1:** This does not apply to the cases of officiating promotion on temporary basis.

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\*Vide CS No. 63, dtd. 31.03.2001 to Go 14 (P), dtd. 11.04.1963

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**Note 2:** The Competent Selection Committee may, however, for special reasons to be recorded in writing, consider an employee for promotion to higher posts anytime during the period of 3 years.

**Note 3:** An employee refusing promotion with transfer shall not be entitled to claim that he should be retained at the same place indefinitely on the ground that he refused such promotion.

13. If a post requires specialized knowledge and an employee is promoted out of turn to that post on the ground of his possessing such specialized knowledge, such post may be declared by the Competent Authority as an "Ex-cadre" post and the provisions of Regulation 10 will apply to the incumbent. Service rendered by an employee in such ex-cadre post shall count as if it had been rendered in the original cadre post. Director (Operations)/ Director (Projects)/Executive Director concerned/Director (Finance)and Executive Director(HR) for posts in Pay Gr. II, III and IV in their wings and the Managing Director for posts in Pay Gr. I shall be the Competent Authority.

14. When the date of the order of promotion is the same in respect of any two or more employees of the same category, who are promoted, the seniority of such employees shall (save in the case of selection posts in which case, seniority may be fixed by the Competent Authority in the order of merit) be decided according to their seniority in the lower cadre at the time of such promotion. In the case of two or more persons in common Block seniority promoted to higher posts at the same time, their seniority on promotion shall be specified by the Competent Selection Committee.

15. Service in one or more categories of posts which are in the same seniority group shall count for seniority purposes.

16. If any employee is re-categorised by the Competent Authority for administrative reasons (and not as a result of any departmental action under the Conduct, Discipline and Appeal Regulations) the service in the category from



which re-categorisation is made, shall count for seniority in the category to which re-categorisation is made.

**\*17. (1) The scope of Division-wise, Circle-wise and State-wise seniorities in respect of:**

- (a) **Technical staff (Transmission)**
- (b) **Non-Technical (Accounts) staff and**
- (c) **Non-Technical (Non-Accounts) staff shall be as indicated below**

Non-Technical Staff including Finance & Accounts (F&A)	Technical Staff (Transmission)
1.	2.
(a) Divisionwise Seniority for all categories whose minimum of scale of pay is <b>Rs.8425/-</b> or below.	(a) As in Col. No.1
(b) Circlewise Seniority for those minimum of whose pay scale is above <b>Rs.8425/-</b> but below <b>Rs.10555/-</b> and categories of Stenographer.	(b) Circlewise Seniority for those minimum of whose pay scale is above <b>Rs.8425/-</b> but below <b>Rs.10555/-</b>
(c) Statewise Seniority of all categories the minimum of scale of pay is <b>Rs.10555/-</b> and above except the categories of Stenographer	(c) Statewise Seniority of all categories the minimum of scale of pay is <b>Rs.10555/-</b> and above

- i) Corporate Office is to be treated as a Circle for 17(i) (b) above.
- ii) Zonal Office and Testing Division/Telecom & Hot line Units

**\*Vide CS No. 61, dtd. 18.11.1999 to Go 14 (P), dtd. 11.04.1963**

(attached to Zone office) are to be combined with respective EHV O&M Circle for this purpose.

- iii) In the case of Divisions placed under the administrative control of a Sectional/Departmental Head in the Corporate Office, they are for purposes of seniority of staff be deemed to be attached to the respective Circles in whose territorial jurisdiction they would operate.
- iv) [Deleted]
- v) The category of post of Data Entry Operator is deemed to have been included in the Statewise seniority as a special case, with effect from 03.06.1992.
- vi) The category of "Junior Vigilance Officer" is deemed to have been included in the Statewise seniority group.

**Note:- i) Note applicable to Column 2 (b)**

**Note:- ii) [Deleted.]**

**17. (2)** For promotions to the posts the seniority of which is on Circlewise basis or on a Statewise basis and for which persons borne on different seniority lists in the lower groups and qualified for such promotions have to be considered e.g.

- (a) When Technicians who are in Divisionwise seniority groups are to be considered for promotions to the posts of Senior Technician which are in the Circlewise seniority group.
- (b) When Upper Division Clerks in the Finance & Accounts cadre who are in the Circle wise seniority group are to be considered for promotions to posts of Assistant Accountant which are in the Statewise seniority group.
- (c) When Upper Division Clerks in the HR cadre, who are in the Circlewise seniority groups are to be considered for promotions



to the posts of Senior Clerk, Estt. Assistant and Head Clerk which are in the Statewise seniority group, the senior most persons in the lower seniority groups, or Circlewise seniority groups as the case may be appointed to these groups, on or before the date that may be fixed by the Competent Authority shall be considered. The selected persons shall then be arranged in a common seniority group in the order of merit as may be determined by the Competent Authority and promotions effected from this seniority list as and when vacancies arise.

**Note : 1-** Stores Organization is to be treated as one Circle for the purpose of seniority and to include all posts in Pay Gr. III in Statewise seniority group for the purpose of selection.

**Note : 2-** The seniority of Circlewise / Divisionwise seniority group employees working in Testing/Telecom Division & Hot line Units (attached to Zone office) shall be maintained in the seniority list of Circlewise/Divisionwise seniority group categories of Transmission Circle/Division of that area, where the Testing/Telecom Division & Hot line Units (attached to Zone office) has its Headquarters. Where there are two Transmission Circles/Divisions, seniority of Circlewise/Divisionwise seniority group employees in the Testing Division & Hot line Units (attached to Zone office) shall be maintained in the seniority list of Circlewise/Divisionwise seniority group categories of the oldest EHV O&M Circle/Division as the case may be.

18. Deleted

19. The seniority of employees in two or more different seniority lists who are jointly eligible for promotion to a higher post in a cadre in accordance with the channels of promotion prescribed by the Company shall be separately maintained and subject to other prescribed conditions, including that of passing any qualifying test, senior persons in each group appointed to the posts in the respective group on or before a date that may be fixed by the Company in the case of employees in Pay Group I and the Managing Director in consultation with Executive Director concerned Director (Operations) /

Director (Projects) / Director (Finance) / Executive Director (HR) as the case may be, in the case of Pay Group II, III and IV shall be considered for such promotions.

20. (i) On reversion, a promotee shall assume his old seniority in the lower grade and subject to sub-regulations (ii) and (iii) of this Regulation, he shall lose his seniority in the higher category.

(ii) In the case of an employee who had been reverted as a result of disciplinary action and who has been re-promoted, the appointing authority shall fix his seniority which shall not be higher than that of others who have rendered equal or more service in the higher grade, provided that in the case of an employee who has been completely exonerated, the seniority which he had before his reversion may be restored.

(iii) In the case of an employee who had been reverted for reasons other than disciplinary action and who is re-promoted, the Competent Authority shall fix his seniority in the higher category as it may think proper after taking into consideration the length of his service in the higher category before reversion.

21. (a) In the case of an ex-cadre transfer effected at the request of an employee, the service in the original unit of seniority from which he is transferred shall not count as service as for the purpose of seniority but the date of his reporting for duty in the new post shall be taken as the basis of his seniority.

(b) If ex-cadre transfer is effected for administrative reasons, service in the original unit of seniority shall count in the new post but such transfers may not normally be made for any period exceeding 3 years, unless the Managing Director in case of employees in Pay Group I and Executive Director/ Director (Operations)/(Projects)/Director (Finance)/Executive Director(HR) (as the case may be) in the case of employees in other Pay Groups extends the period of transfer or authorizes absorption of such transferee substantively in the new post.



22. In the case of bifurcation/realignment of the existing Zone/s, Circle/s, Division/s, Sub-Division/s or formation of new Zone/s, Circle/s, Division/s, Sub-Division/s or transfer of administrative control from one office/unit to another, the employees working in the geographical jurisdiction of the concerned Zone / Circle /Division /Sub-Division, shall be temporarily allocated to the administrative control of the new Zones, Circles, Divisions and Sub-Divisions. In order to decide the final allocation / re-allocation on permanent basis and for maintenance of the seniority, all the affected employees shall be given an opportunity to exercise option to say whether they would like to get allocated to the new Circle / Division for the purpose of maintenance of their seniority. The concerned authority under whom the employees are working, shall specify the period by which they should exercise the option either for continuing in the original unit of seniority or to switch over to the new Unit of seniority and take suitable action for absorption / repatriation accordingly. Option once exercised shall be final. The cases of transfers involving inter Zonal transfers shall be referred to the Corporate Office for decision.

23. In the case of employees of different integrating units in whose case the then existing seniority lists were maintained and the senior persons from each list were considered for promotion to higher posts, the same procedure should continue till the seniority of all the employees in different Pay Groups gets integrated.

24. A) A seniority list as on 31st March shall be drawn up separately for each seniority group / category of posts upto date and shall be circulated before 31st July biannually, subject to the condition that the 50 percent of the categories of posts in each cadre shall be covered every year.

B) The Circle Heads shall prepare "Annual Eligibility List" of Lower Division Clerks in the Non-Technical cadre Finance & Accounts and HR as on 31st March every year. Likewise, eligibility list of Head Clerks/Asstt. Accountants as on 31st March shall be prepared every year. The detailed instructions contained in Adm. Circular no. 120,

dtd.22.08.1989 read with Adm. Circular no. 140, dtd.18.01.1994 should be followed. Copies of Adm. Circular No. 120, dtd. 22.08.1989 and Adm. Circular no. 140, dtd.18.01.1994 are enclosed as Annexure III & IV respectively.

25. Notwithstanding anything contained in these Regulations, the Company may for reasons recorded in writing in the case of any employee relax the provision of any of these Regulations.



**ANNEXURE - I**  
**(Regulation No. 2 (b) of the Seniority Regulations)**

<b>TRANSMISSION CADRE - I</b>	<b>PAY SCALE (RS.)</b>
* Executive Director (Transmission/Projects/STU)	<b>39110-1720-75230</b> (18105-795-34800)
Chief Engineer(Transmission)	<b>36720-1560-71040</b> (17000-720-32840)
Supdtg. Engineer (Transmission)	<b>28700-1235-34875-1365-63540</b> (13285-570-16135-630-29365)
Executive Engineer (Transmission)	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
Dy. Executive Engineer (Transmission)	<b>21365-845-25590-900-48090</b> (9890-390-11840-415-22215)
Assistant Engineer (Transmission)	<b>19205-780-23105-845-43385</b> (8890-360-10690-390-20050)
Junior Engineer (Transmission)	<b>15285-670-18635-705-36965</b> (7075-310-8625-325-17075)
Sub-Engineer (Transmission)	<b>11600-520-14200-540-19600-565-32030</b> (5370-240-6570-250-9070-260-14790)

\*Re-designated Vide Adm. Cir. No. 1, dtd. 29.10.2005

**TRANSMISSION CADRE (CIVIL) - I**

Supdtg. Engineer(Civil)	<b>28700-1235-34875-1365-63540</b> (13285-570-16135-630-29365)
Executive Engineer(Civil)	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
Dy. Executive Engineer (Civil)	<b>21365-845-25590-900-48090</b> (9890-390-11840-415-22215)
Asstt. Engineer(Civil)	<b>19205-780-23105-845-43385</b> (8890-360-10690-390-20050)
Junior Engineer(Civil)	<b>15285-670-18635-705-36965</b> (7075-310-8625-325-17075)
Sub-Engineer(Civil)	<b>11600-520-14200-540-19600-565-32030</b> (5370-240-6570-250-9070-260-14790)
Surveyor Gr. II	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)
Sub Overseer Gr. II	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)



**TRANSMISSION CADRE - II**

Line Construction Foreman	<b>13145-540-15845-565-21495-640-33655</b> (6085-250-7335-260-9935-295-15540)
Line Foreman	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Line Inspector	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)
*Senior Technician	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)
*Technician	<b>8425-185-9350-220-11550-295-18925</b> (3900-85-4325-100-5325-135-8700)
*Junior Technician	<b>8040-155-8815-185-10665-220-15725</b> (3720-70-4070-85-4920-100-7220)

**TRANSMISSION CADRE - III**
**(A) Operation Wing**

Senior Operator	<b>11600-520-14200-540-19600-565-32030</b> (5370-240-6570-250-9070-260-14790)
Operator	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Assistant Operator	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)

\*Re-designated Vide Adm. Circular No. 106, dtd. 11.08.2008

**MAINTENANCE WING (ELECT./TESTING)**

Head Foreman	<b>13145-540-15845-565-21495-640-33655</b> (6085-250-7335-260-9935-295-15540)
Artisan 'A' (Electrical/Mechanical/ Crane Driver/ Crane Operator)	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Artisan 'B' / Crane Operator/ Crane Driver.	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)
Artisan 'C' (Electrical)	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)
Artisan 'D'	<b>8425-185-9350-220-11550-295-18925</b> (3900-85-4325-100-5325-135-8700)
Junior Technician	<b>8040-155-8815-185-10665-220-15725</b> (3720-70-4070-85-4920-100-7220)

C. S. No. 64 dt. 18/10/2004, the word "S/Stn." Deleted & the seniority of Artisan 'A' in Elect./Mech./Testing Wing working in Urban/Rural/Testing Transmission Circles shall be integrated for the purpose of promotion to the post of Head Foreman.

**TRANSMISSION CADRE - IV/ CIVIL -II**

Civil Helper/ Vehicle Cleaner	<b>8040-155-8815-185-10665-220-15725</b> (3720-70-4070-85-4920-100-7220)
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**DRAWING CADRE**

Chief Draftsman	<b>13145-540-15845-565-21495-640-33655</b> (6085-250-7335-260-9935-295-15540)
Senior Draftsman	<b>10555-390-12505-510-17605-540-31105</b> (4885-180-5785-235-8135-250-14385)
Junior Draftsman	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Blue Printer	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)

**STORES CADRE**

Chief Engineer (Procurement)	<b>36720-1560-71040</b> (17000-720-32840)
Superintending Engineer (Store)	<b>28700-1235-34875-1365-63540</b> (13285-570-16135-630-29365)
Astt. Chief Purchase Officer/ Executive Engineer (Store)	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
Stores Officer / Dy. Executive Engineer (Store)	<b>21365-845-25590-900-48090</b> (9890-390-11840-415-22215)
Stores Superintendent	<b>14225-670-17575-705-35905</b> (6585-310-8135-325-16585)

The Categories (Chief Engineer, Supdtg. Engineer, Executive Engineer, Dy. Executive Engineer, Assistant Engineer and Junior Engineers) of Stores Department have already been merged into Transmission Cadre as per Adm. Circular No. 103, Dtd. 17.07.2008



**HUMAN RESOURCE DEPARTMENT**

Executive Director(HR)	<b>39110-1720-75230</b> (18105-795-34800)
# Chief General Manager(HR)/ Company Secretary	<b>36720-1560-71040</b> (17000-720-32840)
General Manager(HR)	<b>32630-1430-66950</b> (15105-660-30945)
Dy. General Manager(HR)	<b>28700-1235-34875-1365-63540</b> (13285-570-16135-630-29365)
*Assistant General Manager(HR)	<b>26860-1105-32385-1235-59555</b> (12435-510-14985-570-27525)
*Senior Manager(HR)	<b>21170-845-25395-900-47895</b> (9800-390-11750-415-22125)
*Manager(HR)	<b>19810-780-23710-845-43990</b> (9170-360-10970-390-20330)
*Deputy Manager(HR)	<b>14225-670-17575-705-35905</b> (6585-310-8135-325-16585)
Sr. Clerk /Head Clerk/ Estt. Asstt.	<b>10555-390-12505-510-17605-540-31105</b> (4885-180-5785-235-8135-250-14385)
Upper Division Clerk(HR)	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Vehicle Driver	<b>9300-295-10775-325-14025-360-25545</b> (4305-135-4980-150-6480-165-11760)
Lower Division Clerk/ Office Assistant	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)

1. # Change in Nomenclature Vide Adm. Circular 19, dtd. 17.07.2007
2. \*Change in Nomenclature Vide Adm. Circular 65, dtd. 03.10.2007

**FINANCE & ACCOUNTS DEPARTMENT**
**Finance & Accounts Cadre**

# Chief General Manager (F&A)	<b>36720-1560-71040</b> (17000-720-32840)
General Manager(F&A)	<b>32630-1430-66950</b> (15105-660-30945)
*Assistant General Manager (F&A)	<b>26860-1105-32385-1235-59555</b> (12435-510-14985-570-27525)
*Senior Manager(F&A)	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
*Manager(F&A)	<b>19810-780-23710-845-43990</b> (9170-360-10970-390-20330)
*Deputy Manager(F&A)	<b>14225-670-17575-705-35905</b> (6585-310-8135-325-16585)
Asstt. Accountant	<b>10555-390-12505-510-17605-540-31105</b> (4885-180-5785-235-8135-250-14385)
Upper Division Clerk (Accounts)	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)
Lower Division Clerk (A/c)/ Office Assistant	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)

1. # Change in Nomenclature Vide Adm. Circular 01, dtd. 29.10.2005
2. \*Change in Nomenclature Vide Adm. Circular 59, dtd.09.08.2007



**LEGAL CADRE**

Chief Legal Adviser	<b>28700-1235-34875-1365-63540</b> (13285-570-16135-630-29365)
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**PUBLIC RELATIONS CADRE - I**

Public Relations Officer	On contract basis
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**INDUSTRIAL RELATIONS CADRE**

Dy. Chief Industrial Relations Officer	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
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**VIGILANCE CADRE**

Chief Vigilance Officer	<b>36720-1560-71040</b> (17000-720-32840)
Dy. Chief Vigilance Officer/Dy. Chief Security Officer	<b>25380-975-30255-1105-54565</b> (11750-450-14000-510-25220)
*Asstt. Chief Vigilance Officer/ Asstt. Chief Security Officer	<b>21170-845-25395-900-47895</b> (9800-390-11750-415-22125)
Asstt. Vigilance Officer/ Asstt. Security Officer	<b>11310-520-13910-540-19310-565-31740</b> (5235-240-6435-250-8935-260-14655)
Jr. Vigilance Officer / Jr. Security Officer	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)

\*Pay Scale, vide Adm. Circular No. 197, dtd.07.01.2010.

**STENO TYPING CADRE**

P.S. to Managing Director (AGM-HR Grade)	<b>26860-1105-32385-1235-59555</b> (12435-510-14985-570-27525)
P.A. to Managing Director (Manager-HR Grade)	<b>19810-780-23710-845-43990</b> (9170-360-10970-390-20330)
Stenographer (English / Marathi)	<b>10555-390-12505-510-17605-540-31105</b> (4885-180-5785-235-8135-250-14385)
Steno-Typist (English / Marathi)	<b>9570-325-11195-360-14795-390-27275</b> (4430-150-5180-165-6830-180-12590)

**TYPING CADRE**

Typist (English/Marathi)	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)
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**TELEPHONE CADRE (IN CORPORATE OFFICE)**

Telephone Operator	<b>9020-220-10120-295-13070-325-22495</b> (4175-100-4675-135-6025-150-10375)
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### INFORMATION TECHNOLOGY

Head System (IT)	<b>28700-1235-34875-1365-63540</b>
Dy. Head (IT)	<b>25380-975-30255-1105-54565</b>
Team Leader (IT)	<b>21365-845-25590-900-48090</b>
Programmer	<b>19810-780-23710-845-43990</b> (9170-360-10970-390-20330)
System Analyst	<b>19205-780-23105-845-43385</b> (8890-360-10690-390-20050)
Assistant system	<b>15285-670-18635-705-36965</b> (7075-310-8625-325-17075)

### OTHER CADRE

Revenue Officer	<b>On Contract Basis.</b>
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### GENERAL NOTES FOR AFORESAID ANNEXURE-I

- Note:**
- I) Non-cadre posts are the posts to be filled by direct recruitment. e.g. Company Secretary etc.
  - II) The cadre lists do not show categories in Pay Group IV. Those who are fit and are qualified for promotion as per rules will be considered for promotion to higher posts in respective grades.
  - III) The scales of Pay mentioned in bold type are those came into force w.e.f. 1.4.2008 & the pay scale shown in the brackets are the corresponding pre-revised pay scale effective from 1.4.2003.



**ANNEXURE - II**

**CORRECTION SLIPS AND ADMINISTRATIVE CIRCULARS OF  
M.S.E.T.C.L. INCORPORATED IN THE NEW SENIORITY  
REGULATIONS, 2005.**

Sr. No.	C.S.No. & Date	Subject	Page No.
1.	2.	3.	4.
1.	C.S. No. 61, dtd. 18.11.1999 to GO.14 (P), 11.04.1963	Maintainace of seniority of Operator	8
2.	C.S. No. 63, dtd. 31.03.2001 to GO.14 (P), 11.04.1963	Modification of regulation No.12 of the MSEB Employees seniority Regulation.	6
3.	Adm.Cir.No.458 dt.04/06/2005	Formation of Companies.	1
4.	H. O. Circular No.19381 dt.10/06/2005	M.S.E.B. Holding Co. Ltd.	1
5.	Adm.Cir.No.63 dt.31/03/2001	Added Regulation 12(a) and 12(b) regarding refusal of promotion.	6
6.	Adm.Cir.No.01 dt.29.10.2005	Change in nomenclature of the posts of Directors/Addl. Directors/Jt. Directors etc.	14, 21
7.	Adm. Cir. No.19 dt.17.07.2006	Change of nomenclature of the post of Chief General Manager (Personnel).	20
8.	Adm. Cir. No.59 dt.09.08.2007	Change in nomenclature of the posts in Accounts Cadre	21

9	Adm. Cir. No.65 dt.03.10.2007	Change in nomenclature of the posts in HR Cadre (GAD).	20
10	Adm. Cir. No.103 dt. 17.07.2008	Merging Seniority of engineers working in Stores Cadre with Transmission Cadre.	19
11	Adm. Cir. 106 No. dt. 11.08.2008	Change in nomenclature of the post of Line Helper, Asstt. Lineman and Lineman.	16



### **ANNEXURE - III**

#### **ADMINISTRATIVE CIRCULAR NO.120 Dated 22.08.1989**

##### **Subject:- Implementation of judgments given by Bombay High Court.**

The Board has prescribed Lower Accounts/GAD Examinations for promotion to the post of U.D.Clerk and Higher Accounts/GAD Examinations for promotion to the post of Divisional Accountant and Establishment Superintendent, vide G.O.7 dated 03.08.62 and G.S.O. 110 dated 23/25-1-62 respectively. There were lot of litigations on the issue of ordering promotions to higher posts on the basis of passing these examinations and fixing seniority in the higher posts. Ultimately, the High Court of Judicature at Bombay while deciding the Writ Petition No. 79 of 1979 filed by Shri K.B. Varade and Writ Petition No.3683 of 1983 filed by Shri S.S. Mirje, laid down guidelines in the matter interpreting the Board's rules, without quashing the same. Due to administrative difficulties implementation of these guidelines for recasting of all the past seniority lists, could not be taken in hand. The Hon'ble High Court was also apprised of the said difficulties. In the few subsequent Writ Petitions (which have since been decided in favour of the employees, on the basis of the aforementioned guidelines) the High Court has been pressing for implementing the guidelines laid down by them.

In the circumstances, in keeping with the provisions of Seniority Regulations No. 3,4,7,8,10,11 etc. and G.O.7 and G.S.O. 110 dated 03.08.62 and 23/25-1-62 read with guide lines given by the High Court in its judgment in the above writ petitions it is considered necessary to review all the past selections for promotion of L.D. Clerk to U.D.Clerk and Astd. Accountant, Sr.Clerk to Divisional Accountant/Establishment Superintendent respectively broadly on the following principles laid down by the Hon'ble Court.

1. No promotion from a lower post to a higher post can be given to a person without his passing the qualifying examination;
2. All persons who pass the qualifying examination within three consecutive chances will carry with them to the higher post the seniority which they had held in the lower post. This means that

persons who have passed the qualifying examination in any of the three consecutive chances will be promoted and their interse seniority will not be disturbed.

3. Among those employees who have failed to pass the qualifying examination in the three consecutive chances, those persons who pass the qualifying exam. Earlier, will be entitled to be promoted prior to those who pass the quality exam, later. Since seniority is not a qualification for promotion, those who are thus promoted having passed the qualifying exam, (though not within three consecutive chances) will not be disturbed in their seniority by persons who are promoted later and who were senior in the lower post;
4. A person who is already promoted to the higher post after having passed the qualifying examination will retain his position in the higher post, whether it is in an officiating capacity or regular capacity; and will not yield the same to another persons who joins higher post after passing the qualifying examination later and who might have been otherwise senior in the lower post;
5. If at any particular time a person has passed the qualifying Examination but a vacancy is not immediately available, he will be promoted whenever vacancy is available and his such chance of promotion is not jeopardised by the fact that a person who is senior to him in the lower post has in the meantime passed the qualifying examination. In other words, that is only a re-affirmation of the principle contained in promotion No. 4 above.
6. For the purpose of counting three chances, the date of order in the post shall be taken;
7. For the purpose of fixation of seniority, length of service in the post should be reckoned from the date of issue of order of promotion/appointment order on selection by Competent Selection Committee except as contemplated by Regulation 10 and 11 of the Seniority Regulations and subject to the following:



- A) That the employee should have passed/exempted the prescribed departmental Exam on the date of promotion.
- B) If the employees has been promoted without passing or exemption from the prescribed departmental exam. Then the date of his passing the exam. Or the date of exemption shall be taken as the date of fixing seniority in the promoted post.
- C) If the employee has not passed the prescribed departmental exam. within three consecutive chances after entry in the posts for which exam is prescribed (such as LDC/AA/Sr Clerk/Head Clerk) he shall be put on promotion below the person who has passed within three chances and who has been promoted earlier.
- D) If an employee has been promoted after passing the prescribed departmental exam. and has been subsequently reverted to accommodate the so called senior who has passed subsequently but not within three consecutive chances then the period of reversion in such cases shall be ignored and the seniority in the promoted post shall be fixed as if he had not been reverted.
- E) Persons directly recruited shall have their seniority fixed with reference to their date of appointment, only if they have passed the prescribed departmental exam. within three consecutive chances from the date of their appointment. If not, the date of passing of the said exam shall be considered as for date of fixing seniority.

II. In view of above all Circle Heads/Appointing Authorities in Head Office and Field are hereby directed to circulate these guidelines for information among concerned employees. Further they are also directed to review all the seniority lists of Lower Division Clerk GAD and Accounts Cadre after declaration of result of the 4th Lower GAD and A/cs. Examination and recast/review the seniority lists of U.D.Cs. on both the cadres in the light of above

guideline and also review the categorywise promotions by following prescribed procedure. In case any deemed date promotions are required to be decided the same may be done in accordance with these guidelines and as per provisions under S.R.23 of M.S.E.B. Employees Service Regulations.

III. After review/recasting seniority list at Circle/Power Station level each of such offices should forward copies of revised seniority list of UDC alongwith the details of modification effected for reviewing the promotions to higher post of Assistant Accountant/ Divisional Accountant/Head Clerk/ Establishment Superintendent etc.

IV. All the circle Heads/Appointing Authorities where promotions of U.D.Cs are ordered and seniority is maintained are therefore directed to take expeditious action and send revised seniority lists together with the details of deemed date promotion ordered at their level, to Head Office by 31st October, 1989 positively.

Sd/- (Gireesh Pradhan)  
Member (Adm.)/Secretary



## ANNEXURE - IV

### ADMINISTRATIVE CIRCULAR No. 140, Dated 18-01-1994

#### Sub : Review of Seniorities of employees belonging to GAD & Accounts Cadres

#### Ref : Administrative Circular No. 120 dt. 22-8-89

The Board has prescribed qualifying departmental examinations for employees in the cadre of GAD & Accounts, under G.S.O. No. 110 dt. 23/25-1-62 & G.O. No. 7 (P) dt. 3-8-62 as amended from time to time. The employees become qualified for promotion only after passing these examinations, known as Lower (GAD & Accounts) Examinations and Higher (GAD & Accounts) examinations. The rules also provide for "losing seniority for the purpose of promotion", if an employee fails to pass the qualifying examination within three consecutive chances. In other words employees passing these exams within three consecutive chances will be maintaining their inter-se-seniority for promotion to the next: higher post, whereas the employees passing the said examinations after exhausting three consecutive chances will not be maintaining their inter-se-seniority. In fact after passing the qualifying examination, though after three consecutive chances, the employees do become entitled to promotion. But the placement of such employees made vis-a-vis employees passing within three consecutive chances has created anomalies & discontent.

2. In fact the sentence "the only limitation is that the seniority will not be disturbed till three consecutive chances are not exhausted and till then the employee junior to him is not promoted", in the C.S. No.7 dt. 22-8-78 to G.S.O. 110 & G.O.-7 (P) came to be interpreted in different ways, as the vacancy position is varying on every occasion of selection. Some times the number of qualified employees is equal to the number of vacancies available, sometimes the number of actual vacancies are less than the number of qualified employees and sometimes the number of actual vacancies is more than qualified employees. It is not possible, now, to check actual number of vacancies available on each and every occasion of selection in the various Circles, which are more than fifty.

3. All this led to litigations leading to pronouncements in the W.P. No. 79/79 decided on 18-2-83 and in the W. P. No. 3683/83 decided on 20-9-84.

4. Considering the court's various rulings, the Board has issued guidelines under Administrative Circular No. 120 dt. 22-8-89 for recasting the seniority. Accordingly, seniorities of UDCs in all Circles were prepared and circulated by all Circles. Thereafter, those Circle-wise seniorities were integrated by Head Office. The integrated seniorities of UDCs (GAD) and UDCs (A/cs) were notified under the Board's Circular Nos. 15136 & 22179 dt. 8-4-92 & 28-5-92, respectively.

5. On notification of those integrated UDCs' Seniorities (GAD & Accounts), a number of representations from individual employees as well as Unions were received, mainly about fitment in the seniority list on passing the examination after three chances and about consideration of eligible employees limited to vacancies available.

6. These grievances were examined in detail by the Board and were also discussed with the Unions/Association. Keeping in view the various judicial pronouncements and the understanding arrived at with the Unions/Association following instructions are issued for immediate implementation.

- i) The employees passing the qualifying examination within three consecutive chances shall be called as "A" category employees and those employees passing qualifying examination after availing three consecutive chances shall be called as "B" category employees.
- ii) Employees exempted under GO 58 (P) dt. 28-4-70 (on attaining the age of 45 years as on 1-4-70) C.S.No. 5 dt. 2-5-73 to G. O. 7 (P) and G.S.O. 110 (on completion of 240 days on the date of issue of G.O.7 (P) and G.S.O.110 - exemption with effect from 5-2-73) & C.S. No. 10 dt. 19-6-82 to G.O.7 (P) and G.S.O. 110 (on attaining the age of 45 years as on 1-6-82 or thereafter) should be treated as having passed the departmental examination after exhausting three consecutive chances and placed accordingly (i.e. below all the employees who have passed the examination held immediately before the date of exemption,)



- iii) Keeping in view the observations made and ruling given in the W.P.No. 369/83 decided on 10-10-90, all employees passing fourth examinations Lower and Higher, GAD as well as Accounts, should be treated as "A" category employees. In other words "B" category employees will start only from Exam No. 5 on GAD & Accounts side (Lower and Higher examinations.)
- iv) For placement of employees, passing qualifying examination after availing three consecutive chances following method (formula) should be followed.

"An employee who fails to pass the qualifying departmental examination (GAD or A/Cs) within three consecutive chances, shall lose his seniority and shall rank below all those employees, who pass the examination before him (i. e. earlier examination) and also below all those who are senior to such employees, below whom he is placed and who may pass the qualifying examination within three consecutive chances".

An illustration of fitment of an employee passing after three consecutive chances is enclosed as Annexure-I giving three possible positions, Those positions are not exhaustive,

- v) For revising UDCs seniorities all Circle/Power Station Heads should review the past panels i.e. select lists of LDCs for promotion to the post of UDC on GAD as well as Accounts side. For reviewing the panels, they should prepare one Master Eligibility list as given below,

For preparing Master Eligibility List the Circle/Power Station Heads should, initially prepare two lists, one of "A" category employees and another of "B" category employees and then merge "B" category employees into the list of "A" category employees as per method/formula given in para 6 (iv), above,

- vi) This Master Eligibility list should contain names of all LDCs appointed from the date of inception of Circles or from the year

- 1963, whichever is later till 30-6-1993, excluding the names of employees whose seniors were to exhaust three chances then. The panels which took place after the date of result of Exam No. 3 are to be reviewed. For the sake of convenience, the names of all selectees, i.e. LDCs already selected for promotion to the post of UDCs should be first copied down, separately, panel-wise. Then their names should be verified from the Master Eligibility list. The number of each selectee in the Master Eligibility list should be indicated against his name in the select list (copied). Once this process is over then it should be found out who is the last LDC from open category in the select list as per the numbering in the Master Eligibility list and who has been promoted. Similarly, in respect of Panels held after 22-10-1976, it should also be found out from the select list as to whether any B. C. Candidates (i. e. S.C., ST., DT. NT) are selected against the reservation quota. If so, then it should be found out from the select list (Copied) as to who is the juniormost LDC from each category promoted. Their (juniormosts, categorywise) numbers in the Master Eligibility list should be earmarked for protection of seniors, as per the numbering in the Master Eligibility list in respective categories (i.e. Open, SC., S.T., DTNT).
- vii) Then it should be verified whether all the LDCs above him (i. e. LDC from open category and also from the B.C. categories) in the Master Eligibility list are covered in the said select list under review. If it is revealed that a few names were left out or were not placed before the Competent Selection Committee at that time, then their names should be written in CAPITAL LETTERS (for sake of convenience) for identifying names of employees who are to be considered for deemed date benefit, i.e. review. It must be borne in mind that the names of employees written in CAPITAL LETTERS should be placed before the Competent Selection Committee for review, only if



their names were not considered by the original C.S.C, on that occasion. Had their names been considered then they will not be eligible for deemed date. After review their position for seniority purpose will be on the basis of the eligibility list. An illustration is enclosed as Annexure-II.

Note: In case it comes to notice that a B.C. employee who was in the zone of consideration and also eligible otherwise, at the time of particular panel, was not considered (his case not having been placed before the panel), such cases, being patent omission, should be referred to the H.O. for decision in the matter.

viii) As mentioned at Sr. No, (v) above, all panels conducted upto 22-8-89 are to be verified for finding out the names of employees who were above the juniormost employee selected in the respective panels and are due for consideration but are left out/or not placed before the Competent Selection Committee for consideration.

ix) Then review should be held in respect of all panels/select lists immediately. In case, while reviewing the panels an employee is found unsuitable then his name should be considered for inclusion in the next select list and so on. (Annexure - II).

Once the review is taken as above then date-wise consolidation of those select lists itself will be the master inter-se-seniority of UDCs (promotees) of the concerned Circle.

x) There are also direct recruitment panels/select lists. Such direct UDCs will be taking their place in the UDC promotees' seniority list at appropriate place making the list as real "master UDC list" of the Circle which is to be sent to the H.O. for further action.

7. While taking action as above the following points should also be kept in view for appropriate action.

(i) The seniority of LDCs passing within three consecutive chances is being protected by preparing one Master Eligibility list. In the process it can be noticed that an employee may become due for deemed date benefit prior to date of his actual date of passing the exam. In such cases his deemed date should be from the date of result of his examination and not earlier and his junior's earlier officiating promotion should be treated as fortuitous. An illustration is given in Annexure-III.

(ii) The employees who ceased to be in the service of the Board as on 22-8-89 (i.e. the date of issue of Administrative Circular No. 120) for any reasons, such as retirement (including voluntary and compulsory, retirement), resignation, termination/dismissal, death, etc. should not be considered for the purpose of review/deemed date benefit. Their names may be continued on record for the purpose of fitment of other employees.

(iii) While filling in the vacancies by promotion it is necessary to maintain 50 point roster to ensure that the B.C. reservation quota is filled in. This must have been done in the past from 22-10-1976. As we will be giving benefit of deemed date to eligible employees, left out for promotion in the past, the field offices may come across, in the end, a situation where there are no vacancies for absorption of some of the employees eligible for deemed date benefit. Such employees are to be absorbed eventually as and when the vacancies become Available for them. While absorbing such deemed date benefit employees, their names should be entered in the 50 point roster for watching the vacancies against the B. C. quota, and B.C. quota should be filled in from amongst the B. C. employees who have been granted deemed date and are yet to be absorbed or promoted. In case an employee from requisite B. C. Community is not available then only, a fresh promotion to the extent of non-



availability of the required number of requisite B.C. Category employee Should be resorted to. Of course the employees given deemed date benefit will retain their seniority and new appointees/promotees against the roster quota will be coming in the seniority on the basis of their appointment/promotion. In other words no open category employee is to be absorbed against B. C. reservation.

(iv) Results withheld or held in abeyance :-

In the cases of employees whose results are withheld or held in abeyance and later on/subsequently released, shall be held eligible for consideration of promotion/deemed dated promotion even though the results are declared/released after the dates of meetings of Competent Selection Committee.

(v) Switch-over cases [CCS No. 6 dt.23-7-73 to GSO-110 & GO-7(P)] :-

a) The L. D. Clerks who have exhausted all the three chances to pass the Examination of a particular cadre and permitted to switch over to Examination of other cadre, on passing shall be treated as having passed the Examination after three chances.

b) The L. D. Clerks permitted to switch over to Examination of other cadre before exhausting three chances, on passing within total number of three chances including earlier chances (s) shall be treated as having passed within three chances.

(vi) Request Transferees:-

A Lower Division Clerk who is a request transferee and has already passed the qualifying Lower Accounts or GAD examination, either within three chances or after three chances, should be treated as the junior most LDC, in the new Circle and he should be treated as qualified LDC having passed the examination which is held immediately after his joining new Circle, He shall maintain his "A" or "B" status as the case was prior to his request transfer. But he shall not disturb seniority of

his seniors in the new Circle, passing within three consecutive chances.

Further, in case, such an employee becomes due for deemed date benefit in the parent Circle prior to his request transfer then he is to be given the benefit of deemed date by the parent Circle. The parent Circle should then intimate the position to new Circle for treating him as juniormost UDC as on the date of his joining the Circle on request transfer and absorb him as per his new seniority in that Circle as UDC.

As regards the employees who are transferred on request, before passing the examination, fall into two categories viz. having exhausted all the chances and having not exhausted three chances, in the parent Circle. In former cases they are to be treated on par with the employees passing after exhausting three chances and in later case if such employees pass the examination in remaining chances under new Circle, then they may be considered as having passed within three chances but they shall maintain their inter-se-seniority with their seniors, (in new Circle) passing within three chances.

(vii) Absorption of Typist and other categories as L.D.C :-

Typists, Telephone Operators (in the LDC's scale), Teleprinter Operators, Telex Operators, Time Keepers etc. are eligible for absorption on passing the Entrance Examination, prescribed for the post of LDC (Cir, No. Gen/69/39384 dt. 13-7-64 read with the C.S. No. 7 dt. 22-8-78 to G.S.O,110 dt. 23/25-1-62 and G.O,7 (P) dt. 3-8-62 and Circular No. GAD/Gr.VIII/0 & M/244 dt. 28-7-80). If anybody from these categories has passed Lower Exam. (Accounts or GAD) and absorbed as LDC on passing the Entrance Examination, then he should be treated as junior most LDC on the date of absorption and he should be treated as qualified LDC, having passed the Lower Examination held immediately after his absorption but he should not disturb the



seniority of his seniors, passing within three consecutive chances.

Further, if such LDC passes the Lower Examination (Accounts or GAD) within three consecutive chances after absorption then he/she will maintain his/her inter-se-seniority but he/she will not disturb the seniority of his/her senior, passing within three chances.

(viii) Bifurcation of Circle:-

Many of the Circles have been bifurcated in the past e.g. Sangli, into Solapur and Sangli, Chalisgaon into Nashik and Chalisgaon. If an employee becomes eligible for benefit of deemed date in the parent Circle, then he should be absorbed by new Circle, where he is working, maintaining his seniority in the post of UDC.

(ix) LDCs transferred on Administrative Grounds:-

Due to the Administrative exigencies a few LDCs were transferred on "Administrative ground" from one office to another office. On transfer they are promoted to the post of UDC. If such employees become due for deemed date promotion in their parent Circle then they are to be given the benefit of deemed date. Their cases are to be dealt with on the lines of bifurcation of Circle.

(x) Refusal of promotion:-

In case where actual deemed date falls earlier to refusal of promotion in the past, then benefit of deemed date should be given, instead of treating the refusal as retrospective refusal and to postpone the benefit of deemed date for three years in case where refusal of promotion is more than once. The clarification issued under letter No. 17809 dt. 7-5-91 stands revised to this extent.

(xi) Non Selection by Competent Selection Committee after screening on a particular date:-

The employees who were found unsuitable for promotion in the past but are now becoming due for review prior to such dates, then their cases should be placed before C.S.C. along with CRs for relevant period, vigilance report and disciplinary action cases, if any, as on deemed date of selection for considering their suitability. If they are found fit for the benefit of deemed date then they should be given the benefit like other employees.

(xii) Reversion as a measure of disciplinary action:-

If any employee who has been reverted as a measure of disciplinary action against him, becomes due for deemed date benefit prior to his actual selection then his case should be placed before the C.S.C. for review. If he gets selected he is to be given benefit of deemed date, upto the date of reversion only. Thereafter his case is to be considered as per normal rules,

(xiii) Leaving one Circle and joining as direct recruit in other Circle:-

An employee, who has left his original Circle and joined a new Circle as a direct UDC (Accounts/GAD), and is now becoming due for deemed date benefit prior to his leaving parent Circle, is not to be considered for deemed date benefit.

(xiv) G. 0.74 benefit:-

As per the provisions of the G.0.74, the employees (excluding Labour Officers/ Dy. Vigilance Officers/equivalent & above), enjoying the benefit of G.O. 74 are to be absorbed eventually, whenever vacancies become available for them as per their seniority and they are not subject to reselection by the Competent Selection Committee. It should be ensured that the names of LDCs enjoying benefit of G.O. 74. (i. e. UDC's grade) and eventually absorbed as UDC are also included in the UDCs' seniority at appropriate place on the basis of Master Eligibility list of the Circle.



(xv) Back dated regularisation by Competent Selection Committee:

It has been noticed that in the past, some Circles have initially, ordered officiating/temporary/ad-hoc promotions of LDCs and regularised those promotions retrospectively by conducting Competent Selection Committee meeting on subsequent date. The period between initial (officiating/temporary/ad-hoc) promotion and the date of selection by the Competent Selection Committee is considerably long. Hence it is clarified that if such period i.e. period between initial officiating / temporary / adhoc promotion and regularisation by the Competent Selection Committee subsequently, is exceeding six months, then retrospective regularisation by the Competent Selection Committee should not be disturbed. Similarly, if there are no such retrospective regularisation where the period is exceeding six months, then review should be taken from the date of initial promotion ordered on officiating / temporary / ad hoc. The clarification issued under letter No. 17809 dt. 7-5-91 should be treated as revised to this extent.

8. It is hereby further clarified as follows:

i) Review of panels/select lists should be upto date (i.e. upto 30-9-93). But the benefit of the deemed date is to be restricted to the panels/select lists prepared upto the 22-8-89 and the employees who are selected thereafter but are not due for consideration for promotion should be reverted. However, the selections made to wipe out the backlog of B. C. quota under the Special Drive will remain unaffected.

ii) In view of the instructions in the Administrative circular No. 120 dt. 22-8-89 and subsequent clarifications, the Circle/Power Station Heads have taken review of the past panels, they have to conduct now a revised review on the basis of these instructions. While doing so they may come across the following positions.

- a) A few employees who were granted benefit of deemed date may be due for consideration for deemed date prior to the deemed date already granted due to earlier review.

- b) A few employees may be eligible for consideration on the same deemed date, already granted.
- c) A few employees may be eligible for the deemed date after the deemed date already granted.
- d) A few employees may not come into the zone of consideration at all.

AND

- e) A few employees may come up for deemed date benefit afresh.

The orders in respect of employees covered at (a) & (c) are to be revised. The orders in respect of (b) are to be continued by fresh orders. The orders granting benefit of deemed date in respect of employees at Sr. No. (d) are to be withdrawn and fresh orders are to be issued in respect of employees covered at (e) above.

Orders regarding pay fixation and payment of arrears from deemed date are to be issued with the concurrence of audit as per usual procedure. Further, where reversion is involved due to withdrawal of the deemed date benefit, no recovery is to be made and in other cases it should be suitably adjusted against the pay fixation difference,

- iii) After review of all panels, as per instructions, given hereinabove, it may be noticed that there are no adequate vacancies for absorbing some of the employees. They are to be absorbed eventually as stated in paragraph 7 (iii) above.

9. The issue of finalisation of seniorities of employees belonging to Accounts & GAD cadres is pending for a very long time. The UDCs' seniority is the foundation on which finalisation of seniorities of higher categories is dependent. Hence an ACTION PLAN has been chalked out and the same is enclosed as Annexure-No. IV to this Circular. The same is to be adhered to very strictly.

10. The employees should be made aware of their eligibility position, as is the case of position in the seniority, based on the passing of the



qualifying departmental examinations. Therefore Circle/Power Station Heads should henceforth prepare "Annual Eligibility List" as on 30th June and notify the same on or before 31st July of every year. First such Annual Eligibility List as on 30-6-94 is to be prepared and notified by the 31-7-1994. Such lists will not contain the names of those employees whose seniors are to exhaust their three consecutive chances by that time.

## ANNEXURE - 'I'

### ILLUSTRATION

Illustration of fitment i.e. interposing of a 'B' employee with 'A' employees.

- i) Name of Employee : C
- ii) Exam. No. for passing within three consecutive chances : 7th Exam. First chance.  
8th Exam. Second chance.  
9th Exam. Third chance.
- iii) No. of exam actually passed by C : 15th Exam. 'No' employee.

Names of "A" employees	Examination Nos. for three consecutive chances	Examination No. actually passed.	Fitment of C-15 "B"
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#### Position No.1

1.	O	12-13-14	13
2.	P	-do-	13
3.	Q	-do-	14
4.	R	13-14-15	13
5.	S	-do-	14
6.	T	-do-	15
7.	U	14-15-16	16
8.	V	-do-	15
9.	W	-do-	14
10.	X	15-16-17	15
11.	Y	-do-	16
12.	Z	-do-	15

Placement of 'C' is below 'W' since 'W' has passed in 14th Exam. i. e, earlier to 'C'. Also 'T' 'U' & 'V' are placed above 'W' (Consequently above 'C' also), since they have passed within three consecutive chances and are senior to 'W' though they have passed in the same or subsequent exam.



### ADMINISTRATION CIRCULARS

Names of "A" employees	Examination Nos. for three consecutive chances	Examination No. actually passed.	Fitment of C-15 "B"
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#### Position No. 2

			Fitment of C-15 "B"
1.	O	12-13-14	13
2.	P	-do-	14
3.	Q	-do-	12
4.	R	13-14-15	14
5.	S	-do-	15
6.	T	-do-	14
7.	U	14-15-16	15
8.	V	-do-	16
9.	W	-do-	15
10.	X	15-16-17	15
11.	Y	-do-	15
12.	Z	-do-	17

'C' is placed below T since T has passed in the earlier exam. (i.e. 14th exam). In this position 'U' 'V' & 'W' are placed Below 'C' since they have passed same or subsequent exams, and no junior employees to them have passed in earlier exam to than that of C.

#### Position No. 3

			Fitment of C-15 "B"
1.	O	12-13-14	14
2.	P	-do-	14
3.	Q	-do-	14
4.	R	13-14-15	15
5.	S	-do-	15
6.	T	-do-	15
7.	U	14-15-16	15
8.	V	-do-	16
9.	W	-do-	15
10.	X	15-16-17	15
11.	Y	-do-	16
12.	Z	-do-	17

### ADMINISTRATIVE CIRCULARS

Here 'C' is placed below 'Q' who has passed in earlier Exam. and all other employees from 'R' to 'W' are shown below 'C' since they have passed in same or subsequent exam.

From the above it will be clear that the position of placement (i.e. interposing) may vary depending upon the exact examination No. in which junior employee passes.

#### ANNEXURE-'II'

##### Illustration of Review of Panel/select lists Ref.

Original Select list	Number in the Master Eligibility List	Names arranged as per Master Eligibility List	Names required to be placed before CSC for consideration as per revised position.	Final select list after review base for seniority
1)A	115	115 A		(1)A
2)F	120	116 B Review case.	116 B	(2)C
3)G	121	117 C		(3)D
4)D	118	118 D		(4)E
		119 E Reviewcase.	119 E	(5)F
		120 F		(6)G
		121 G		

Note: B (116) is not found suitable for promotion by C. S. C. His case is therefore required to be placed before C.S.C. on next occasion.

#### ANNEXURE - 'III'

##### Illustration of fortuitous promotion

Original Select list prepared on	Numbering in the master list	Names arranged as per eligibility	Date of passing exam
1A	115	115A	
2F	120	116 B	
3G	121	117C	
4D	118	118 D	
5C	117	119 E	Third Chance
		120 F	First Chance
		121 G	



In this case 'E' has passed exam at the third attempt in June 1980 whereas his junior 'F' has passed in June 1979 i. e. earlier. 'E' cannot get the benefit of deemed date on the date of actual promotion of "F" as on the date "B" was not qualified. Vide principal No. 1 laid down by the Court, however he is entitled to the seniority over "F" by virtue of passing within three chances, hence promotion of "F" & "G" from actual date to the date of "E" is qualifying date is to be treated as fortuitous.

### ANNEXURE-'IV'

#### ACTION PLAN

Finalisation of Seniorities of UDCs (Accounts & GAD) at Circle Level.

- 1) 27-1-94: EOs/Dy. EOs meeting at H. O. for explaining various issues.
- 2) 1-2-94 : The H.O. team to tour field offices for watching progress and for solving difficulties, if any. However no Circle has to stop the work, if H. O. Team could not reach. H. O. Team will visit afterwards.  
10-2-94
- 3) 25-2-94: All Circles to notify Master Eligibility List on or before 25-2-94, without fail.
- 4) 15-3-94: Representations on the Master Eligibility List to be received & scrutinised by the Circle Offices before 15-3-94 without waiting for last date (15-3-94).
- 5) 22-3-94: All Circles to get clearance from H. O. regarding correctness of Master Eligibility Lists. The Master Eligibility Lists to along with representations should be brought to the H. O. by the Administrative Officer/Esstt. Supdt. of Circles  
28-3-94 (alongwith concerned assistant).
- 6) 15-4-94: Corrected eligibility list is to be notified-replies to the representations to be issued on or before 15-4-94.

- 7) 16-4-94 : Competent Selection Committee meetings should be to conducted and orders to be issued,  
25-4-94 (in the prescribed proforma).
- 8) 2-5-94 : Notify UDC's seniority lists on or before 2-5-94 calling representations, if any.
- 9) 16-5-94 : Last date of receiving representations, if any on seniority list. Representations to be scrutinised on receipt thereof and not to be kept pending upto 16-5-94.
- 10) 30-6-94: Last date for submitting corrected seniority list to the H.O. for integration.