

MAHARASHTRA STATE ELECTRICITY DIST. CO. LTD.

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No.GAD/DAC/Revocation/

ADMINISTRATIVE CIRCULAR No.157 dated 02/06/2008

Sub: Review of cases of employees placed under suspension in ACB/Criminal case and period exceeded six months.

Ref: 1. Confidential Circular No.GAD/DAC/Circular/2724 dt.11/11/2005.
 2. Confidential Circular No.GAD/DAC/Circular/552 dt.20/04/2006,

The Committees for review and revocation of suspension exceeding six months in respect of employees placed under suspension in ACB/Criminal cases were reconstituted and notified vide Confidential Circular under reference No.1.

2. Now the said Committees are hereby further reconstituted as follows in supercession of Committees notified earlier.

A	For employees in Pay Gr.I, II & III in statewise seniority.	
	1. Director (Operation)	- Chairperson
	2. E.D. (HR)	- Member
	3. C.G.M.(Personnel)	- Member
	4. C.G.M.(F&A)	- Member
	5. C.G.M.(Tech.Estt.)	- Member
	6. G.M.(DC)	- Member
	7. Asstt.Director HQ(V&S)	- Member
B	For employees in Pay Gr.III (Circle Seniority) & IV (Division Seniority) in H.O. & field.	
	1. E.D.(HR)	- Chairperson
	2. CGM(P)	- Member
	3. CGM(Tech.Estt)	- Member
	4. C.E. [as nominated by Director(Op)]	- Member
	5. G.M.[as nominated by CGM(F&A)]	- Member
	6. Manager(DC)	- Member
	7. Vigilance Officer HQ	- Member

Note : 1) In case the Chairperson is not in a position to attend the meeting on date given by him, he may nominate senior officer as his representative to attend the meeting. In such case or in absence of the Chairperson or his nominee the meeting shall be presided over by the Senior Officer amongst the other members of the committee who are present. The quorum for meeting shall be of 3, excluding nominee.

2) In case of absence or inability of any Member to attend the Meeting for any reason, the Chairperson of the Committee may co-opt another Officer as a Member on the Committee, if he desires to do so.

3) In case of revocation of suspension of employees where two or more than two employees are involved in common offence the case shall be referred to the Committee Competent to deal with the case of highest level employee.

3. After approval of the Suspension Revocation Committee, the Executive Director(HR) shall submit the list of employees in whose cases revocation of suspension is recommended by the Suspension Revocation Committee to the Managing Director for deciding as to whether to order revocation or otherwise.

4. The Manager(DC) shall render necessary assistance to the Suspension Revocation Committee for employees in Pay Gr.I, II & III in Statewise Seniority for preparing the report of review and arranging the meetings of the Committee. Similarly, the Dy.Manager(DC) shall render necessary assistance to the Suspension Revocation Committee for employees in Pay Gr.III(Circle Seniority) & IV (Division Seniority) for preparing the report of review and arranging the meetings in consultation with the Chairperson.

5. The meetings of Suspension Revocation Committee shall be arranged within a fortnight after the end of each quarter i.e. March, June, September & December. The first meeting in pursuance to this Circular shall be arranged immediately for the cases where period of suspension exceeded six months as on 31/3/2008.

6. The rest of the contents of Circulars referred above shall remain unchanged.

7. The aforesaid instructions are issued with the approval of the Managing Director in consultation with the Director(Operation) and Director(Finance).


Chief General Manager(P)

To

As per Mailing List upto Divisional Level