

No 00039

CIRCULAR

No.VS/Security/

5<sup>th</sup> Jan. 2011

CONFIDENTIAL

Subject : Duties and responsibilities of vigilance  
Personnel on "Security"

Ref'ence : O.O. No. 13 issued under No. GAD/CGM(T/E)/  
MPR/26184 dated 18.8.2010

In the erstwhile MSEB, the security arrangements at vital installations of the Board were looked after by the V&S personnel borne on V&S Cadre. In June 2005, the Govt. of Maharashtra unbundled the erstwhile MSEB into four companies viz. (1) MSEB Holding Company Limited, (2) Maharashtra State Power Generation Company Limited, (3) Maharashtra State Transmission Company Limited and Maharashtra State Distribution Company Limited. The GoM, as per its Notification and Transfer Scheme, had put the personnel working in various Sections of the Companies on "as is where is basis". Thus the personnel working in Vigilance Section was put under the Maharashtra State Distribution Company Limited and Security Section (which was under the V&S Directorate) under which the Security units at Power Stations were functioning were put under the Maharashtra State Power Generation Company Limited. Thereafter, this Directorate has been looking after the security arrangements of administrative office at Prakashgad, Bandra only.

During the intervening period of five years, however, the security arrangements at administrative offices at

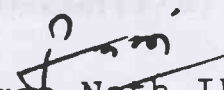
other places were looked after by the local O&M authorities and this Directorate had not played any role in that regard. However, the Company wide above Office Order had entrusted this Directorate, among other things, the job of making security arrangements at Corporate Office and at all the installations of MSEDCL.

They are, therefore, directed to take necessary action on the following and report compliance:

1. Assess the security arrangements at Zone/Circle/ Division offices, stores, sub/stations etc. and furnish an installation-wise report from the point of "security" of the premises taking into consideration the assets stacked etc. For assessing the security arrangements, following should be taken into consideration:
  - a) No. of security personnel available, required
  - b) No. of security points where security personnel to be posted
  - c) Details of agency catering such services at the place
  - d) Cost of such man power required
  - e) Security equipments/gadgets required, cost thereof, availability etc.
  - f) Details regarding declaring the installation as Prohibited place under the Official Secrets Act etc. etc.
2. Prepare master security plan and update quarterly.
3. Establish and maintain effective liaison with the local police from security point of view.
4. Ensure prompt assistance to local O&M authorities during agitation/strike/disturbances such as riots, demonstrations etc.
5. Collect labour intelligence
6. Ensure providing of identity cards and utilization
7. Visit installations in their area periodically for

- prompt compliance of security measures.
8. Submission of daily occurrence report to HO before noon
  9. Preparation of list of names of outsiders/agents visiting the premises for various works.
  10. Requirement of fire fighting equipments.

The Dy. Directors are, therefore, directed to get the above works done, especially the work of assessing the security arrangements initially from the vigilance personnel working under them and furnish a consolidated circle-wise report so as to enable the Head Office to take further necessary action in the matter.

  
(Jagan Nath, IPS)  
Spl. IG of Police  
& Director, V&S

To  
The Dy. Directors, MSEDCL, (MR) Kalyan, (PR) Pune, (NR)  
Nagpur

Copy to:

✓ The Asstt. Director HQs, MSEDCL, Corporate Office,  
Mumbai

He is directed to pursue with the proposal, consolidate same when received and put up a comprehensive report for further necessary action.