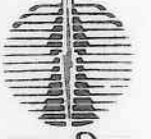


पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड

(भारत सरकार का उद्यम)

POWER GRID CORPORATION OF INDIA LIMITED

(A Government of India Enterprise)



पावरग्रिड

केन्द्रीय कार्यालय : "सौदामिनी" प्लॉट सं० 2, सेक्टर-29, गुडगाँव-122 001, हरियाणा
फोन : 0124-2571700-719 फैक्स : 0124-2571760, 2571761 तार 'नेटग्रिड'
Corporate Office : "Saudamini" Plot No.2, Sector-29, Gurgaon-122 001, Haryana
Tel.: 0124-2571700-719 Fax: 0124-2571760, 2571761 Gram : 'NATGRID'

संदर्भ संख्या/Ref. No. CP/RTI/2013/135

11th December, 2013

Shri Mohit Jain,
F-7, Arya Samaj Road,
Uttam Nagar
New Delhi

Sub: **Information under Right to Information Act, 2005.**

Dear Mr. Jain,

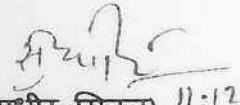
This has reference to your letter dated 10th October, 2013 seeking information under RTI Act, 2005 addressed to CPIO, Northern Region Transmission system-II.

The information sought is given below :

- 1) A copy of approved note sheet is attached at **Annex-I**
- 2) Already issued to Shri Mohit Jain vide letter No. C/HR-Estt/02560 dated 18.12.2012
- 3) Already issued to Shri Mohit Jain vide letter No. C/HR-Estt/02560 dated 18.12.2012
- 4) Mentioned in note sheet attached at **Annex-I**

Thanking You,

भवदीय,


(सुधीर मितल) 11.12.13

महाप्रबंधक (के.आ.) एवं के.लो.सू.अधिकारी



Attach: As above

POWER GRID CORPORATION OF INDIA LTD.
NORTHERN REGION-II,,HQS, JAMMU
HUMAN RESOURCE DEPT

ANNEX-I



REF: N2JM/HR/2013

DT: 01.04.13

SUB: ACCEPTANCE OF RESIGNATION

- 1- Name : Sh. Mohit Jain
- 2- Employee no: : 02560
- 3- Designation & Scale of pay : Accounts Officer/24900-50500
- 4- Dept./Group/ Div. in which posted : F&A Deptt/ NR-II
- 5- Present Head quarter : RHQ, Jammu
- 6- Reason for resignation : Personal reasons
- 7- Date of joining : 21.10.10 as ET/21.10.11 as AO
- 8- Whether probation period completed : No (C&A Verification is pending)
- 9- Notice period applicable : One Month
- 10- If the employee under bond at present, if yes, then : Yes, the employee has executed a Service agreement bond to serve the Company for a period of 3 yrs after Training. The date of expiry of bond is 20.10.2014.
- 11- Is the employee retaining lien on his post In previous Organization : No
- 12- Has the employee been sent abroad for training : No
- 13- Is the employee resigning within one year of joining POWERGRID(TA & Baggage Allowance to be recovered, If any paid : No
- 14- Out standing Advances, if any : Nil
- a- Any other advance like LTC/Conveyance/HBA Only MP advance : Nil

contd. 1

हिन्दी में काम करना आसान है। शुरु तो कीजिए।



NP2/-

- 15-Has the resignation been forwarded by the concerned Controlling Officer : Yes
15(a) Date of submission of resignation : 01.03.2013
15 (b) Date of last attending of office : Attending regularly
16- Release requested w.e.f.. : 15.04.2013(A/N)
17- Notice given : Yes
18- Short fall in notice period if any, : The employee is serving his notice period
19- A) Earned Leave in his credit upto 15.04.13 : 27 days
B) EL to be set off against notice period : nil days
20. Net short fall in notice period. : nil days
21. If any employee having availed LTC against a particular block leaves the services of the Company before completion of the block on his own accord, he shall be required to refund the amount claimed in proportion to the remaining period of the said block. : No
22. If an employee who has received the Incentives under the scheme leaves the services of the Company within a year of the receipt of incentives, he shall be liable to refund the same to the Company before his resignation is accepted. : No
23. That the employee has not stood surety for HBA/ Conveyance advance in respect of any other Employee of the Corpn. : No
24. Vigilance / Disc. Cases status : Received
25. Exit Interview Report : Received

Contd. Np/3-

हिन्दी में काम करना आसान है। शुरु तो कीजिए।

2/5

मुख्य प्रबंधक(मां० सं०)

स्टेशन
प्राप्ति संख्या/प्रेषण संख्या 210
दिनांक 01/04/2013



NP 3/-

Recommendations:-

- 1- Resignation of Shri Mohit Jain, Employee no: 02560, Accounts Officer may be accepted w.e.f. 15.04.2013(A/N) (i.e. the date from which release is requested). The employee shall be relieved in accordance with Service Rules & subject to settlement of all outstanding dues including bond amount w.e.f. the date of acceptance of resignation.
- 2- As per clause no: 6 of Section-III of DOP, Director (Personnel) is the Competent Authority to accept the resignation of above said employee.

Submitted please.

(Rajesh Kr. Sharma)
Sr. Sup(HR)

Pers. Officer

Manager(HR)

CM(HR), NR-II

ED, NRTS-II - On Tour

एम २३०३, प्रो. NR-II

ED(HR), CC

157-52
08/04/2013

P TO

3/5

हिन्दी में काम करना आसान है। शुरु तो कीजिए।



On perusal of the note dated 01.04.2013 received from NR-II, Jammu regarding the resignation of Shri Mohit Jain, Emp No 02560, Accounts Officer, who had submitted his resignation on 01.03.2013 & sought release w.e.f. 15.04.2013(A/N), the following has been observed:

- He has executed a Service Agreement Bond of Rs. 1,00,000 to complete the training and remain in service for a period of three years thereafter. In accordance with Para(4) of Terms and Conditions of offer of appointment/bond, he has failed to serve the Company for the stipulated period of three years after training, hence he and his surety shall jointly and severally compensate the company for salary, joining expenses, TA/DA, Medical expenses etc paid during the training period & expenses incurred by the Company on account of and in connection with the training.

- He has served the company for a period of 01 year 05 month and 26 days (from 21.10.2011 to 15.04.2013) after his regularization as Accounts Officer. As per the prevalent practice, it is for the consideration of the Competent Authority to recover the proportionate amount of bond money of Rs. 1,00,000/- for the period he has not served the corporation i.e. 01 year 06 months and 04 days. However, the total amount recoverable shall not exceed Rs. 1,00,000/-.

- The region has proposed that the applicable notice period in his case i.e. one month as his probation is not completed on initial appointment. As per the terms and conditions of his appointment, he is required to give one month (31 days) notice prior to resignation or pay salary in lieu thereof and since he has given 45 days of notice period, there is no shortfall of notice period.

- As per the Service Rules of the Corporation, following points with regard to confirmation of employee on initial appointment are stipulated:-

Clause 9.1.5 - Unless exempted under these Rules, every employee appointed in the Corporation's service will be issued a formal order of confirmation on satisfactory completion of probationary period or the extended period of probation, as may be applicable. The employee will be deemed to be on probation until so confirmed in writing.

Clause 9.1.6 - An order relating to confirmation or extension of probation will normally be communicated within one month from the date of completion of the probationary period or extended period or probation. Non-compliance of this stipulation will not, however, result in automatic confirmation of the employee.

As per the practice in vogue, we take the applicable notice period as one month in case of resignation where increment has been released to the employees pending receipt of satisfactory C&A or caste verification as employee is not confirmed in writing. However, it is submitted that pending receipt of satisfactory C&A verification from Delhi, the increment of Shri Jain was released w.e.f. the standard date i.e. 01.10.2012 on the basis of his performance which was duly recommended by his Regional Head. Since, there is no financial loss to the employee and delay in

[Handwritten signature]



receipt of C&A/Caste verification from the concerned authorities may not be attributed to POWERGRID, it is proposed that applicable notice period of three months may be considered instead of one month in such cases. However, the views of Policy group and Corporate Law Deptt. may also be obtained in this matter.

- The proposal has been duly recommended by ED(NRTS-II).
- We have sought vigilance clearance from Corporate Vigilance Deptt. and the same is still awaited.

All other outstanding dues and advances along with interest shall be recovered by Region before release.

The proposal is submitted as under:

- The resignation of Shri Mohit Jain, Emp No 02560, Accounts Officer may be accepted by the Competent Authority and he may be released w.e.f. 15.04.2013(A/N) subject to vigilance clearance.
- Proportionate amount of bond money of Rs. 1,00,000/- for the period of 01 year 06 months and 04 days for which he has not served the corporation. However, the total amount recoverable shall not exceed Rs. 1,00, 000/-.
- Applicability of three months notice period may be considered by the Competent Authority instead of one month as annual increment has been released to the employee pending satisfactory C&A from the concerned District Authorities. Views of HR-Policy Group and Corporate Law Deptt. on this matter may also be obtained.
- Formal release order shall be issued by the Region only after settlement of dues/ outstanding including advances, notice period and Bond Money etc.

In terms of clause 6.4 of Service Rules, if any doubt arises relating to the correct interpretation of these Rules, the decision of the Management thereon shall be final and binding.

Submitted for kind consideration and approval please.


(RAJAT PRASAD)
Manager(HR)

Recd
21/5/13

CM(HR) 22/5
CM(IE & Policy) 23/5/13
AGM(HR) 23/5/13
DGM(Law) 23/5/13
ED(HR)
D(P)
CMD

Pl. Examine in detail & put up.

Continued from pre-page

Notesheet-6



Sub : Acceptance of resignation of Sh. Mohit Jain.

- 1.0 As per the clause 24.2.4 of service rules, the services of regular employee can be terminated by either side by giving 03 months notice in case of resignation of the executives or payment of salary consisting of pay and dearness allowance in lieu thereof.
- 2.0 Further clause 24.2.3 of service rules states that the services of a fresh recruit on probation can be terminated without assigning any reason by giving 01 month's notice on either side or payment of salary consisting of pay and dearness allowance in lieu thereof.
- 3.0 In the said case, the employee is an executive and a fresh recruit whose probation is pending because of want of character and antecedent (C&A) verification. However after completion of 01 year of service, increment has been released without probation clearance. Query that is arising is whether the employee should serve 01 or 03 months notice.
- 4.0 In few cases, police department do take time in C&A verification. In some cases it takes more than one year to give C&A verification clearance. So as per general practice in Company, increment is being released pending probation with an assumption that in all probability the C&A verification of the employee will be cleared.
- 5.0 Employee after one year of service (probation period) performs all work of a regular employee except in those cases where probation is extended due to unsatisfactory performance.
- 6.0 Executives who resigns are asked to serve 03 months notice so that suitable substitute can be found and there is proper handing over & taking over so that Company's work do not suffer.


हिन्दी में काम करना आसान है, शुरु तो कीजिए।



Sub : Acceptance of resignation of Sh. Mohit Jain.

7.0 In the said case, increment has been released and therefore can be construed that the performance of the said executive was satisfactory. He was performing the work of a regular employee. His probation is technically pending not due to un-satisfactory performance but due to pending C&A verification and therefore it is implied that he should serve 03 month notice under clause 24.2.4 of Service Rules. Had the said employee resigned during 01 year probation period or his probation extended due to unsatisfactory performance, then 01 month notice would have been required under clause 24.2.3 of Service Rules.

Submitted please.


(S.J. Lakra)
Chief Manager (HR)

Chief Manager (IE & P): 

AGM(HR): 15-21/3/16

DGM(Law):

ED(HR):

Dir (Pers):

CMD:

After completion of one year training, the officer was appointed as A.O. on 21.10.2011 with stipulated probation period of one year, (i.e. 21.10.2012).

Though POWERGRID has not communicated the completion of probation to the concerned employee, yet annual increment was released provisionally which the employee also accepted without any demur/reservation. Subsequently, Mr. Jain resigned on 01.3.12 i.e. during the "deemed" confirmation period, thus being covered under clause 24.2.4 as suggested above.

Further, the concerned employee is also required to pay the Bond Amount for the ~~under~~ period not served by him,

हिन्दी में काम करना आसान है, शुरु तो कीजिए।

P T O



(Contd)



Re: Resignation of En Ashish Jain

in terms of the Bond executed by him in favour of POWERGRID.

Submitted please

Confirmed
10/6/2013

ED (HR)

Enr 10/10/13
11/09/2013

DIR (PERS)

dt
14/6/13

CMD

Enr
12/6/13

Dir (PERS)

dt
13/6

ED (HR)

Am (HR) - On leave

CM (HR-ESTT)
14/6

Enr
12/6

M/S (HR)

10/8/13
10/6/13

1884-170 (Enr)
12/6
715/CMD
12/06/13

969/Enr (Enr)
11/6/13