



सूचना
का अधिकार



पावर ग्रिड कोर्पोरेशन ऑफ इंडिया लिमिटेड
Power Grid Corporation of India Limited
सूचना का अधिकार अभिनियम 2005 के अंतर्गत केन्द्रीय लोक सूचना अधिकारी
Central Public Information Officer under the RTI Act, 2005
केन्द्रीय कार्यालय, 'सौदामिनी', प्लॉट नं.2, सैक्टर-29, गुडगांव, हरियाणा-122007
Corporate Centre, 'Saudamini', Plot No. 2, Sector-29, Gurgaon, Haryana-122007

CP/RTI/2018/268

Date: 5th September, 2018

Shri Prathigna M,
Flat No. 301,
H.No: 3-12-51/D/301,
Dwarakamai Residency,
Balaji Nagar, LB Nagar,
Hyderabad – 500 068

Sub: Information under Right to Information Act, 2005.

Sir,

This has reference to your RTI request forwarded by MOP through online RTI portal on 23rd July, 2018 for providing information under RTI Act, 2005.

Available information is attached at **Annexure-I**.

First Appeal, if any, against the reply of CPIO may be made to the first appellate Authority within 30 days of the receipt of the reply of CPIO. Details of Appellate Authority at Corporate Centre, Gurgaon, under RTI Act, 2005 is as below:

Shri Sanjeev Singh,
Executive Director (CMG) & Appellate Authority
Corporate Centre, Power Grid Corporation of India Limited
"Saudamini", Plot No. 2, Sector-29, Gurgaon – 122007, Haryana.
Email ID: sanjeev@powergridindia.com
Phone No. 0124-2571962

Thanking you,

भवदीय,

(अजय होलानी)

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

Email ID: cpio.cc@powergrid.co.in

Power Grid Corporation of India Limited
Corporate HR

Ref : CC : HR: IR &W/2018

Date : 04/09/2018

Subject: Information under RTI Act 2005 in respect of Pratighna. M

This has reference to RTI application by Smt Pratighna M dated 23/07/2018 & reply to information sought pertaining to implementation status and applicability of the 02 Office Memorandum which is given below :

Query: Compliance of DOPT OM ref no 42011/03/2014 Estt (res) 17th Nov 2014, Om ref no 42011/3/2014 Estt(res) dated 30th June 2014, on the subject Posting of Government Employees who have differently abled dependents-regarding.

- (i) **Query :** Details of copies of communications sent from ministry of Power to PSUs (Navratna, Maharatna only) under ministry of Power (if there are voluminous documents, only details with reference numbers and date may please be provided).

Answer : In this regard, letter ref no 01/07/2014 SCV/ST dated 9th July 2014 Govt copy is enclosed.

- (ii) **Query :** Status of Compliance in PSUs (Navratna, Maharatna only) under Ministry of Power :

Answer : In compliance to above Govt's OM , PGCIL issued a circular vide CC HR Circular no 367 / 2016 dated 19/10/2016 (reference is invited clause 5.6) & Copy of same is attached.

- (iii) **Query :** Details of any other action taken by Ministry of Power for implementation in PSUs (Navratna, Maharatna only) under Ministry of Power.

Answer: The question pertains to MOP.

Shri Bhakti Sharan, Pan Maj,
New Delhi, the 9th June, 2014

To

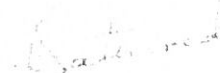
1. The Chairman & Managing Director(s)
NTPC Limited / REC Limited / PFC Limited /
THDC India Limited / SJVN Limited /
PLCIL / NEEPCO / NHPC Limited
2. The Director General(s), BEI / CPRI / NPTI
The Chairperson(s), CEA / BBMB / DVC
4. The Registrar, Appellate Tribunal for Electricity
The Secretary, Central Electricity Regulatory Commission (CER),

Subject: Guidelines for posting of Government Employees who have differently abled dependents - regarding.

It is directed to forward herewith a copy of Department of Public Enterprises (DPE) O.M. No. 06 (9) / 2014 - (SG / SI Cell) dated 27/06/2014, on the subject mentioned above for information and compliance.

Yours Obediently

Yours faithfully,



(R. Chaturvedi)

Deputy Secretary to the Government of India
Tele: 011-2371 1312

POWER GRID CORPORATION OF INDIA LTD
CORPORATE HR DEPARTMENT

Ref: C/HR/Policy/2.2/16

Date: 19.10.2016

CORPORATE HR CIRCULAR No: 367/2016.

Sub: Transfer Policy for Executives.

- 1.0 The Transfer Policy for Executives has been framed and same is as per Annexure-A enclosed herewith.
 - 2.0 The Transfer Policy comes into force with immediate effect.
- This issues with the approval of Chairman & Managing Director.


(Meeñakshi Davar)
ED(HR)

Distribution:

Region:

All Heads of Regions/Projects
All Heads of HR/Finance of the Regions/Projects

POSOCO:

CLO-POSOCO
All Heads of RLDC
All Heads of HR/Finance -RLDC

Corporate Centre:

All Heads of Departments at CC
ES/PS-CMD/Director (Project/Finance /Personnel/Operation)/CVO



TRANSFER POLICY FOR EXECUTIVES

1.0

INTRODUCTION:

To fulfil the manpower requirement in various POWERGRID locations and also for self-development, executives shall be rotated as per the said Transfer Policy.

2.0
2.1

OBJECTIVES:

Enable planned deployment of executives all across the Company offices/ Sub-station/Site offices in order to meet operational requirements and/or administrative requirements of the organization from time-to-time.

2.2

Enable executives acquire multi-dimensional knowledge and skills for self-development to shoulder higher managerial responsibilities through exposure to diversified geographical and operational environment.

2.3

Enable executives develop their own career path so as to have effective linkage with their career-development.

2.4

To enable cross functional rotations at senior positions in the strategic interest of organization.

2.5

To ensure transparency and consistency in transfer & posting.

3.0

DEFINITIONS:

3.1

Executive means regular employees in Executive pay-scale.

3.2

Inter-Regional transfer means transfers outside the Region.

3.3

Intra-Regional transfer means transfers within the Region.

3.4

Competent Authority for transfers shall be as per authority defined under Delegation of Power.

4.0

APPLICABILITY:

4.1

Transfer policy shall be applicable to all executives in regular pay scale from E-1 to E-7 grade but shall not cover executives engaged on fixed tenure or contractual basis. Further this transfer policy shall also not be applicable to executives posted in POSOCO, Joint Venture Companies of POWERGRID and Foreign Consultancy Assignment.



- 5.0 **TRANSFERS:**
- 5.1 **Deployment of Executives on initial Appointment:**
At the time of joining, executives will be allotted Regions/CC based on requirement and as per suitability, knowledge, choice, merit etc. along with other relevant factors, if any. No executive on joining/on regularization/after joining shall be allowed to change the Region/CC of their initial posting before completion of 03 years. Any change or departure from this rule shall be permitted only in extraordinary circumstances with the approval of CMD.
- 5.2 **Hardship Station:**
- 5.2.1 Executives (including initial appointee) posted to Hardship locations such as locations in NRTS-II like Leh-Transmission System, Kashmir Valley and Doda on completion of single tenure posting of 02 years, North-Eastern Region (including Sikkim) and Andaman & Nicobar Islands on completion of single tenure posting of 03 years shall be considered for transfer to one of the three preferences given by an individual.
- 5.2.2 Executives who have completed the tenure of hardship station and desire to continue in the present station shall preferably not be transferred unless otherwise in the interest of work.
- 5.2.3 Every year in the month of January, NER & NR-II Region shall forward the list of executives who will be completing hardship tenure in their Regions and have requested for transfer with three choices.
- 5.2.4 The tenure posting in Hardship Station of 02 years in NRTS-II and 03 years in NER shall not be applicable to Executives who are selected through Campus Recruitment for NRTS-II (Leh-Transmission System, Kashmir Valley and Doda) and NERTS (including Sikkim). Their tenure of posting in hardship station shall be governed by their terms of appointment.
- 5.3 **Transfer on Promotion:**
- 5.3.1 Transfer on promotion shall be done based on Company exigencies & requirement and shall be treated as administrative transfer.
- 5.3.2 Employees promoted as executives in E-1 grade shall generally be considered for transfer out of Region/ Location.
- 5.3.3 About 5% of executive promoted in the grade of E2 to E5 in each Region/CC shall be transferred to other Regions (Inter- Region transfer).
- 5.3.4 Apart from above, executives in the rank upto E5 and having completed 10 years (inclusive of training period of 01 year) at a particular location shall be transferred to a different location/different Region on promotion, except in specialized field/special



circumstances for which certification to this effect by concerned ED (GM, if ED is not in position) and approval of CMD would be mandatory. In such cases the executive would be retained for a specific duration i.e 1 to 2 years after obtaining approval of CMD, during which period shall be utilized to groom a substitute.

5.3.5 In case of transfer on promotion, the promotion shall be effective from the standard date, provided the concerned executive joins at the new place of posting within a period of not more than 60 days from the date of issuance of promotion order failing which the matter shall be treated as a case of forfeit and the promotion order shall stand automatically withdrawn & cancelled and the executive shall continue to exist on post prior to promotion.

5.3.6 Executives shall be encouraged to indicate a time period for site posting beforehand to minimize their disturbance. The Company shall consider the same to the extent possible.

5.4 **Transfer against Manpower Requirement:**

5.4.1

Based on the manpower requirement in different POWERGRID locations, generally list of executives who can be transferred will be sought from Regions/CC by Corporate HR Department from time-to-time. The list of executives provided by the Regions/CC-Departments will be examined by Corporate HR Department based on their past profile, manpower requirement in different Regions/requisite domain knowledge requirement and after assessing suitability, Inter-Regional transfer orders will be issued. Applications from willing executives can also be invited, if needed.

5.4.2

Besides suitability and other relevant factors the nature of previous postings of the concerned executives shall also be taken into consideration while deciding Inter Region transfer.

5.4.3

Requirement of substitutes, if any, shall be dealt with separately by Corporate HR Department based on overall requirement of executives in Regions and CC.

5.4.4

In case of manpower requirement in a particular location within the Region similar exercise as mentioned at 5.4.1, 5.4.2 & 5.4.3 shall also be carried out by the Region. In such case Regional HR department shall solicit list of manpower requirement from heads of Sub-Station/ Site Offices within the Region and issue Intra Region Transfer Order after obtaining approval of Competent Authority.

Request & Mutual Transfer:

In case of initial appointment, Executive can be considered for transfer including request transfer outside the Region/CC after they have spent a minimum of 3 years at a particular Region/CC. However, transfer request to location within the Region of



posting on initial appointment shall be considered on completion of 02 years stay at existing location.

- 5.5.2 Request transfer on medical condition of self, dependents and parents, education of child etc. shall be considered provided the concerned Head of Region/ Head of Department at CC shall record his recommendation with regard to transfer and tenure of transfer along with reasons/justification for consideration of Competent Authority. In case of requirement of substitute the same may be provided later or at that time.
- 5.5.3 Mutual swap or exchange request transfer after spending the minimum specified duration of 03/02 years as applicable shall generally be considered by Competent Authority. The mutual swap transfer request has to be routed through Head of the Regions of both the executives where they are posted and forwarded to CC in case of inter-region transfer for approval of Competent Authority. In case of mutual swap transfer within the Region (Intra-Region), the Head of Region can approve transfers for which he is Competent Authority.
- 5.5.4 No baggage allowance, Packing Charges, Transfer Grant, Settling Allowance and Preparation Time shall be allowed to executives in case a request transfer on whatever grounds takes place within 03 years of joining the location from where transfer of posting shall be done.
- 5.5.5 Any transfer request shall be recorded in personal file.
- 5.6 **Posting under Special Situation:**
- 5.6.1 Preference shall be given for request transfer to otherwise abled/ differently abled executives. Preference for request transfer shall also be given to executives having abled/ differently abled children.
- 5.6.2 To the extent possible, efforts shall be made that husband and wife, if both are working in POWERGRID are accommodated at nearest places.
- 5.6.3 Executive due to superannuate within 02 years shall generally not be shifted from their existing place of posting unless they so desire otherwise.
- 6.0 **GENERAL:**
- 6.1 All executives during service period shall serve in site postings for minimum of 03 years before the executives becomes eligible for E7A. (Those who have fulfilled the above conditions on the date of issue of this policy is deemed to have already complied with the specified requirements).



- 6.1.1 Executives not meeting the criterion of 6.1 but still found suitable to be promoted as E7A shall have to be transferred at site on promotion for a minimum period of next 3 years or upto the period he is short in meeting condition of 6.1.
- 6.1.2 a) Site-Posting for technical executive from E-1 to E-6 level shall mean and include places other than Corporate Centre and Regional Head Quarters. Site-Posting for technical executive from E-6A to E-7 level shall also include Regional Head Quarters.
- b) Other executives shall mean executives in HR, Finance, Vigilance, Law or any other function which may be included from time-to-time. Site-Posting for other executives shall mean and include places other than Corporate Centre.
- 6.2 Executives shall be encouraged to indicate a time period for site posting beforehand to minimize their disturbance. The Company shall consider the same to the extent possible.
- 6.3 On transfer of an executive from one Region to another, the recipient Region shall decide the place of posting of an executive in advance before his joining and communicate the concerned executives well in advance so that the executive has not to visit RHQ first and wait there for few days for posting.
- 6.4 Executives shall be released necessarily before completing 60 days from date of issue of orders and preferably on the last day of month but within 60 days.
- 6.5 Notwithstanding anything contained above, the Management reserves the right to effect transfers on administrative grounds or any other reasons deemed fit.
- 6.6 The powers to review, modify/ amend or to make changes/ add in the policy shall vest with the Chairman & Managing Director (CMD).
