



पावर ग्रिड कॉर्पोरेशन 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, सेक्टर-29, गुडगांव, हरियाणा-122007
Corporate Centre, 'Saudamini', Plot No. 2, Sector-29, Gurgaon, Haryana-122007



PGCIL/R/E/20/00408

दिनांक: 28 October, 2020

Shri Deyyala Sai Krishna,
Door No: 2-35 Dusripaamu , Rajavommangi,
Rajavommangi mandal, East Godavari District,
Pin: 533436, Andhra Pradesh

विषय: सूचना का अधिकार अधिनियम, 2005 के तहत जानकारी ।

महोदय / महोदया,

कृपया आर.टी.आई. अधिनियम, 2005 के तहत दिनांक 6 October, 2020 को प्रेषित अपने आर.टी.आई. अनुरोध का संदर्भ लें ।

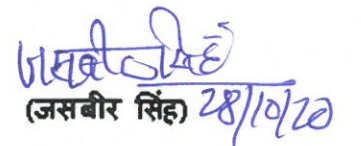
उपरोक्त पत्र मे वांछित जानकारी अनुलग्नक-1 मे संलग्न है ।

यदि आप केन्द्रीय लोक सूचना अधिकारी के उत्तर से संतुष्ट न हो तो, केन्द्रीय लोक सूचना अधिकारी के उत्तर की प्राप्ति के 30 दिनों के भीतर पहले अपील प्राधिकारी के सम्मुख अपील की जा सकती है। आरटीआई अधिनियम, 2005 के तहत केन्द्रीय कार्यालय, गुडगांव में अपील प्राधिकारी का विवरण निम्नानुसार है:

श्री बी.एन.डे.भौमिक,
कार्यपालक निदेशक (तकनीकी विकास) एवं अपील प्राधिकारी
केन्द्रीय कार्यालय, पावर ग्रिड कॉर्पोरेशन ऑफ इंडिया लिमिटेड,
सौदामिनी, प्लॉट नंबर-2, सेक्टर-29, गुडगांव-122001, हरियाणा।
ईमेल आईडी: appellate.cc@powergrid.co.in
फोन नंबर: 0124-2571790,2863616

धन्यवाद,

भवदीप,


(जसबीर सिंह) 28/10/20

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

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

Sub.: Reply to RTI Query by Shri Deyyala Sai Krishna, Andhra Pradesh.

Information Sought:

Query 1. Power Grid Corporation of India Limited's policy on - Rotation of officials in sensitive posts - as per the Central Vigilance Commission circular No: 03/09/13 dated 11.09.2013 and Office Memorandum on the same dated 23.08.2013.

Query 2. List of Sensitive Posts/Departments identified in Power Grid Corporation of India Limited based on above circular from CVC.

Reply 1&2.

POWERGRID guidelines on sensitive posts and job rotation alongwith list of identified sensitive posts are attached.

Query 3. Are there any employees posted in Sensitive posts/departments identified above for more than three years? If yes, the list of such employees and reason for keeping them posted for more than three years against the CVC Circular be mentioned?

Reply 3. Yes, few employees are posted in sensitive department for more than 3 years. Since list of such employees pertains to third party and so cannot be provided under Section 8 (1) (j) of RTI Act. Also, if information regarding any particular employee is required, the same can be provided subject to consent of third party.

Further, providing reasons does not come under definition of information under RTI Act.

Query 4. If the employees are rotated as per the CVC circular, then how many of them are rotated among divisions/groups within in the same identified sensitive department? and the reason for keeping them within the same department.

Reply 4. It is mentioned that as per POWERGRID guidelines on sensitive posts and job rotation - "The job rotation may include change of assignment from one sensitive post to other sensitive post". So, employees at sensitive posts are being rotated from their present sensitive assignments to sensitive/non-sensitive posts. In last three months, total 134 such rotations were made. Further, providing reasons does not come under definition of information under RTI Act.

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POWER GRID CORPORATION OF INDIA LIMITED
CORPORATE HR DEPARTMENT

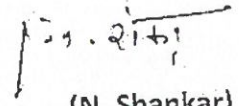
Ref. : CC/HR/2019

Date: 10th October, 2019

Sub : Guidelines on Sensitive Posts and Job Rotation

In line with CVC instructions, sensitive posts in POWERGRID and corresponding guidelines for effecting job rotation from such posts have been formulated and is enclosed for information and compliance by all concerned.

This issues with approval of the Competent Authority.



(N. Shankar)

Executive Director (HR & Law)

Distribution:

Regions/ Projects:

All Heads of Region/ Project

All Heads of HR- Region/ Project

Corporate Centre:

All Heads of Department. at CC

ES/PS/STA – CMD/ Director (Personnel/ Operations & Finance/ Projects)/ CVO

1.0 GUIDELINES ON SENSITIVE POSTS AND JOB ROTATION

Central Vigilance Commission (CVC) has issued instructions for effecting rotational transfers of officials posted in sensitive posts. In line with CVC instructions, POWERGRID is required to identify sensitive posts, staff working in these posts and ensure that they are strictly rotated to avoid developing vested interests. POWERGRID believes that identification of sensitive posts and effecting rotational transfer are a continuous process and the same shall be regulated as per following guidelines.

2.0 **APPLICABILITY** : These guidelines shall be applicable to all executives in regular pay scale from E-2(Engineer/ Officer) to E-9(ED) level.

3.0 DEFINITION :

- a) **Job Rotation** : Job Rotation for the purpose shall mean change of place/ job assignment of executives holding sensitive posts.
- b) **Sensitive Post** : Sensitive post for the purpose shall mean the posts where -
 - Public dealing exists and there is potential for corruption or
 - The actions of the individual holding the post can have a direct relationship with financial gain to any individual / agency or loss to POWERGRID.

Such posts shall be as identified and declared by POWERGRID with the approval of Competent Authority.

The nature of posts differs on the importance, type of information and responsibilities attached to them.

4.0 GENERAL PRINCIPLES :

- a) Identification of sensitive posts is a continual process and the same shall be done by POWERGRID for E2 (Engineer/ Officer) to E9(ED) Level. Once identified and approved, such list shall be used for effecting Job Rotation. Further such identification shall be subject to review every two years.
- b) Corporate Office will have a Standing Committee constituted with the approval of CMD which will identify and review Sensitive posts every two years. The committee shall comprise of following members:
 - i) Executive Director (HR) – Secretary/Coordinator
 - ii) Executive Director (Finance)
 - iii) Executive Director – Region
 - iv) Dy. CVO

The committee will recommend list of posts identified as sensitive, inclusion/ exclusion thereof with suitable justification.

The committee shall submit its report to Chairman and Managing Director for approval.

- c) Executives posted in sensitive posts shall have Job Rotation from sensitive posts in Three years. The Job Rotation may include change of assignment from one sensitive post to another sensitive post.



- d) In Regions/ large Projects, Sub-stations/TL offices reports to RHQ/ Projects HQ, headed by Executive Director level executive. Regional Head is delegated with powers for smooth functioning of the Region as an independent unit. Accordingly, the post of Regional Head shall be treated as sensitive. Similarly, posts of Chief General Manager in Regions/ Head of Functions in Regions shall be considered as sensitive.
- e) In Corporate Office, all Functional Heads shall be considered as holding sensitive posts excluding Heads of Asset Management, NTAMC, Technology Development, Commercial, Corporate Planning, Energy Management, International Business, Business Development and ESMD. However, job rotation in case of unique / single cadre/ single function posts like Company Secretary, ED (Law), ED(HR), ED(Finance) may not be feasible and therefore shall not be considered for mandatory job rotation. Similarly, in case of TBCB, as sufficient duration of stay of Head of the Department is in the commercial interest of the organisation, mandatory job rotation may not be practicable, hence shall not be insisted.
- f) Job Rotation of executives posted in Vigilance function shall be governed by CVC guidelines.
- g) Executives on "Agreed List" or "Doubtful Integrity List" shall not be posted on any sensitive post.
- h) Wherever, Job Rotation is done because of holding sensitive post, the executive will not be given the same assignment at same location before completion of 3 years.
- i) Specific changes in manpower database shall be made for capturing assignment within department. Based on department, assignment and level, posts shall be tagged as sensitive or not. HR department in Regions and Corporate Centre shall maintain such data.
- j) List of posts identified sensitive in Corporate Centre and Regions is as per **Schedule**.

5.0 The powers to review, modify/ amend or to make changes/ add in the guidelines shall vest with the Chairman & Managing Director (CMD).



LIST OF POSTS IDENTIFIED SENSITIVE IN CORPORATE CENTRE

Sl.	Posts Identified Sensitive
1	Head of Dept/ Functions (All except AM, NTAMC, TD, Commercial, CP, EMD, IB, BDD, ESMD)
2	Chief GMs (All except CGMs of depts. mentioned in exclusion list)
3	TBCB (All executives)
4	DMS (All executives)
5	CS & MM (E5 and above executives) excluding Policy & System Group executives
6	Engg S/s, TL, Civil (All Group Heads)
7	CTU (E5 and above dealing with grant of LTA)
8	QA&I (All executives)
9	FQA (All executives)
10	F&A (All Executives in Bills, Cash&Bank, Intl. Finance, employee claims, concurrence)
11	HR (All Executives in Recruitment, Administration, Establishment, Medical)
12	HRD (All Executives in Administration + E8 and above training coordinators)
13	Corporate Communications (E8 and above executives)
14	Law (E5 and above legal executives in Law, CTU, Comml/RC)
15	Telecom (All Group Heads, Executives in CS/Procurement, Marketing, Finance)

Apart from above , Vigilance Executives Rotation to be governed by CVC guidelines

S.N	Posts/Functions Excluded
1	Smart Grid
2	Co Sectt
3	AM
4	Safety
5	NTAMC
6	Energy Mgmt. Dept
7	CMG (Excluding HoD)
8	HVDC (Excluding HoD)
9	Cost Engg.
10	LD&C (Excluding HoD)
11	BDD
12	Intl.Business
13	CP & CMD Coord. Cell
14	Commercial & RC
15	ERP, IT, Inf.Security Cell (Excluding HoD)
16	CSR (Excluding HoD)
17	ESMD
18	Technology Development
19	NPMU
20	Library
21	Rajbhasha
22	CMD/Director Cell
23	ES cadre

LIST OF POSTS IDENTIFIED SENSITIVE IN REGIONS

Sl.	Posts Identified Sensitive
1	Head of Region
2	All functional heads
3	Head of Dept.(PESM,Engg, Fin, HR,CS&MM, AM, Law)
4	Sub-station/Group/cluster In-Charges
5	Engg (E6 and above executives)
6	CS & MM RHQ (E5 and above executives) + Site C&M (All Executives)
7	Construction/Consultancy/RE/DMS/NOFN Projects etc (E4 and above executives)
8	FQA (All executives)
9	F&A (RHQ-All executives in Bills,employee claims, concurrence) + Site Finance (All executives)
10	Law (E5 and above executives)
11	HR (RHQ-Executives in Admin, Rectt.,Estbl., PR, HRD, CSR) + Site HR (All executives)

Apart from above , Vigilance Executives Rotation to be governed by CVC guidelines

Telecom and QA&I for whole POWERGRID shown under CC head

Project HQ considered in above

Sl.	Posts/Functions Excluded
1	All Executives in Asset Management of SS and TL excluding heads/incharges
2	Executives in RTAMC
3	Executives in Commercial
4	ES Cadre

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