



पावर ग्रिड कॉर्पोरेशन ऑफ इंडिया लिमिटेड
Power Grid Corporation of India Limited
सूचना का अधिकार अधिनियम 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-122001
Corporate Centre, 'Saudamini', Plot No. 2, Sector-29, Gurgaon, Haryana-122001



CIN : L40101DL1989GOI038121

दिनांक: 4 May, 2023

PGCIL/R/E/23/00128

Shri Tushar Gupta,
G-370, Ground Floor, Sushant Lok -2, Sector 57, Gurugram, Haryana-122003

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

महोदय / महोदया,

कृपया आर.टी.आई. अधिनियम, 2005 के तहत दिनांक 5 April, 2023 को प्राप्त अपने आर.टी.आई. अनुरोध का संदर्भ लें ।

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

यदि आप केंद्रीय लोक सूचना अधिकारी के उत्तर से संतुष्ट न हों तो, केंद्रीय लोक सूचना अधिकारी के उत्तर की प्राप्ति के 30 दिनों के भीतर पहले अपील प्राधिकारी के सम्मुख अपील की जा सकती है। आर.टी.आई अधिनियम, 2005 के तहत केंद्रीय कार्यालय, गुडगांव में अपील प्राधिकारी का विवरण निम्नानुसार है:

श्री बी. अनंत शर्मा
कार्यपालक निदेशक (केंद्रीय आयोजना एवं सी.एस.) एवं अपील प्राधिकारी
केंद्रीय 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: 0124-2571960

धन्यवाद,

भवदीय,

(ए. जगन्नाथ राव)

मुख्य महाप्रबंधक (केंद्रीय आयोजना) एवं
केंद्रीय लोक सूचना अधिकारी
Email ID: cpio.cc@powergrid.co.in

Sub: Reply to RTI Request of Shri Tushar Gupta, Gurugram, Haryana

(RTI Regn.No. PGCIL/R/E/23/00128)

Sl. No.	Information sought:	POWERGRID's Reply:									
1.	Whether POWERGRID is adhering to The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (hereinafter referred to as "the 1995 Act") was enacted which came into force on 7th February, 1996 and the rights of persons with disabilities act, 2016?	Yes, POWERGRID complies the Rights of Persons with Disabilities Act, 2016.									
2.	If yes please provide copy of compliance report for last 3 years.	Equal Opportunity Policy as per RPwD Act, 2016 has been published on POWERGRID's website and the link of the same is as under: https://www.powergrid.in/policies Further, Grievance Redressal Officer has also been nominated for PwD employees and the establishments has been made as barrier free environment under accessibility campaign.									
3.	Please provide copy of relevant circular /office order/publication through which RPwD act has been implemented in your organisation.	Same as replied in Question No. 2 above.									
4.	If RPwD act not implemented please intimate the reason of non-implementation.	The provisions of RPwD Act has been implemented in POWERGRID.									
5.	Whether Honab'le supreme court judgement in CIVIL APPEAL NO. 59 OF 2021 has been implemented in POWERGRID.	The referred case is not related to POWERGRID.									
6.	Please provide copy of circular/office order/publication through which judgement as per Sr no.5 has been implemented in POWERGRID.	The notifications rules issued by DPE/DoP&T or any Statutory Authorities have been implemented in POWERGRID. For the details of implementation, please refer to reply of Question No. 2 above.									
7.	Please provide Total Number of posts in POWERGRID (Cadre wise i.e WORKMAN, SUPERVISOR, ENGINEER, MANAGER, DGM, GM, ED, etc).	POWERGRID has three cadre of employees. Total posts in POWERGRID cadre wise is- Executives-4760, Supervisors -2296 , Workmen-1725.									
8.	Please provide total number of post reserved for PWD candidate against each cadre as mentioned at point Sr no. 7 in POWERGRID.	Reply to Sl.Nos.8 & 9: The cadre strength in POWERGRID is dynamic in nature and depends upon in-position strength, vacancies, backlog vacancies etc. Accordingly, reply to the queries can only be provided for a specific period. As the same is not specified in the queries, the reply cannot be given.									
9.	Please provide total Number of post filled and %age of PWD employees in each post /cadre/designation as mentioned at Sr No 7.										
10.	Please provide total number of employees promoted against each post /cadre/designation this year i.e 2023 and last year i.e 2022.	<table border="1"> <thead> <tr> <th>Promotion from</th> <th>2021 & 2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>S4/SG to E2</td> <td>177</td> <td>Yet to be conducted</td> </tr> <tr> <td>W6 to S1*</td> <td>Nil</td> <td>Yet to be conducted</td> </tr> </tbody> </table> <p>*Information pertains to POWERGRID, Corporate Centre only, information from regions may be sought from respective regions.</p>	Promotion from	2021 & 2022	2023	S4/SG to E2	177	Yet to be conducted	W6 to S1*	Nil	Yet to be conducted
Promotion from	2021 & 2022	2023									
S4/SG to E2	177	Yet to be conducted									
W6 to S1*	Nil	Yet to be conducted									

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11.	Please provide copy of Promotion order issued after the judgement in CIVIL APPEAL NO. 59 OF 2021 in POWERGRID.	Promotion from Group B to lowest rung of Group A i.e. S4/SG to E2 is attached herewith as ANNEXURE-I .												
12.	Please provide the process adopted by POWERGRID of reservation of post in PwD category in promotion.	The process of reservation of posts in PwBD category is done as per guidelines prescribed in DoPT OM No. 36012/12020 – Estt. (Res-III) dtd. 17 th May, 2022.												
13.	Please provide copies of reservation roaster made for reservation of PwD in the year 2020, 2021, 2022 and 2023 promotion process.	The information sought is voluminous in nature. However, the applicant with prior intimation may visit and see the documents.												
14.	Please provide Number of person promoted in PwD category and please provide seats not filled as per reservation roaster for year 2020, 2021, 2022, 2023.	<table border="1"> <thead> <tr> <th>Promotion from</th> <th>2020</th> <th>2021 & 2022 (conducted Simultaneously)</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>S4/SG to E2</td> <td>02</td> <td>10</td> <td>Yet to be conducted</td> </tr> <tr> <td>W6 to S1*</td> <td colspan="2">Not due for promotion</td> <td>Yet to be conducted</td> </tr> </tbody> </table> <p>*Information pertains to POWERGRID Corporate Centre only, information from regions may be sought from respective regions.</p>	Promotion from	2020	2021 & 2022 (conducted Simultaneously)	2023	S4/SG to E2	02	10	Yet to be conducted	W6 to S1*	Not due for promotion		Yet to be conducted
Promotion from	2020	2021 & 2022 (conducted Simultaneously)	2023											
S4/SG to E2	02	10	Yet to be conducted											
W6 to S1*	Not due for promotion		Yet to be conducted											
15.	Please provide %age of promotion given to PWD candidate against each post /cadre/designation in year 2020, 2021, 2022 and 2023.	<table border="1"> <thead> <tr> <th>Promotion from</th> <th>2020</th> <th>2021 & 2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>S4/SG to E2</td> <td>40%</td> <td>66.67%</td> <td>Yet to be conducted</td> </tr> <tr> <td>W6 to S1*</td> <td colspan="2">Not due for promotion</td> <td>Yet to be conducted</td> </tr> </tbody> </table> <p>*Information pertains to POWERGRID Corporate Centre only, information from regions may be sought from respective regions.</p>	Promotion from	2020	2021 & 2022	2023	S4/SG to E2	40%	66.67%	Yet to be conducted	W6 to S1*	Not due for promotion		Yet to be conducted
Promotion from	2020	2021 & 2022	2023											
S4/SG to E2	40%	66.67%	Yet to be conducted											
W6 to S1*	Not due for promotion		Yet to be conducted											
16.	Please provide number of persons due for promotion in PwD Category Last Year i.e 2022.	<table border="1"> <thead> <tr> <th>Promotion from</th> <th>2021 & 2022</th> </tr> </thead> <tbody> <tr> <td>S4/SG to E2</td> <td>15</td> </tr> <tr> <td>W6 to S1*</td> <td>Not due for promotion</td> </tr> </tbody> </table> <p>*Information pertains to POWERGRID Corporate Centre only, information from regions may be sought from respective regions.</p>	Promotion from	2021 & 2022	S4/SG to E2	15	W6 to S1*	Not due for promotion						
Promotion from	2021 & 2022													
S4/SG to E2	15													
W6 to S1*	Not due for promotion													
17.	Please provide number of persons due for promotion in PwD Category this Year i.e 2023.	Promotion process for Group C to Group B i.e., W6 to S1 and from Group B to Group A i.e., S4/SG to E2 in the year 2023 is yet to be conducted.												
18.	Please provide number of person in PwD category who were due for promotion and not promoted last year i.e 2022	There were 05 Nos of employees in PwBD who were due for promotion and not promoted.												
19.	Please provide number of person in PwD category who were due for promotion and not promoted this year i.e 2023	Promotion process for Group C to Group B i.e., W6 to S1 and from Group B to Group A i.e., S4/SG to E2 in the year 2023 is yet to be conducted.												
20.	Please inform steps taken and record note of meeting with person who were not promoted in PwD category for year 2022 and 2023 as per RPwD Act and guidelines.	No such information is available.												
21.	Please provide copy of latest compliance report under The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full	Equal Opportunity Policy as per RPwD Act, 2016 has been published on POWERGRID's website and the link is https://www.powergrid.in/policies Also, Grievance												

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	Participation) Act, 1995 (hereinafter referred to as "the 1995 Act") was enacted which came into force on 7th February, 1996 and the rights of persons with disabilities act, 2016 sent to appropriate Ministry	Redressal Officer has been nominated for PwBD employees. Under the Accessible India Campaign, the requisite norms have been complied as laid down for the built-up environment for accessibility to PwBD like Ramp in common/public buildings, accessible-parking, accessible-toilets, tactile-flooring, causing curb-cuts and slopes, pavements for the easy access for wheel chairs for users, braille symbols and auditory-signals in elevators, etc.
22.	Please provide copy of compliance report i.r.o judgement in CIVIL APPEAL NO. 59 OF 2021 sent to the ministry, DPE and Hon'ble supreme court	The referred case is not related to POWERGRID.
23.	Please provide number of grievances pending from PwD employees at present.	There are No grievances pending from PwD employees at present.
24.	Please provide action taken report on grievances from PwD employees.	Grievances of Employees relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual. Accordingly, such information is exempted from disclosure under Section 8 (1) (j) of the RTI Act, 2005. However, it is informed that the grievances are redressed as per the extant policy of the Corporation in this regard.
25.	Please provide total number of PwD employees posted/transferred to Hardship/Difficult areas and state the reason for posting to hardship/difficult area of the same	As on 31-03-23, total 12 nos of executives are posted in difficult/hardship locations in POWERGRID and most of them are domicile of concerned Regions. Further 03 nos. Non-executive employees are posted in hardship locations who are domicile of Region/recruited in concerned Region. Further, as per POWERGRID Transfer policy for executives, employees with Benchmark Disability and those who are care givers of a dependent daughter/ son/ parents/ spouse/ brother/ sister with Benchmark Disability shall be exempt from the routine exercise of transfer/ rotational transfer, subject to administrative constraints.
26.	What are the criteria to designate the work to PwD employees.	POWERGRID has Equal opportunity Policy in place. POWERGRID imparts post-recruitment induction training program to employees with disabilities along with other employees. Employees with disability are placed with experienced employees for at least one month on resuming responsibility of a post so as to help them to pick up skills required to perform the job and also the adaptations that may be required in individual cases. POWERGRID also provides appropriate barrier free and conducive environment to employees with disability and amenities/assistive devices to persons with disabilities for effective and efficient discharge of their functions.

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27.	Please provide details and designation of persons designated for PwD employees (NODAL/Liaisoning officers) in the Powergrid.	The details of liaison officer and nodal officer of Corporate Centre are given below: 1. Smt. Neela Das, Chief GM, Liaison Officer for PwD 2. Sh. Vijay P. Singh, General Manager, Nodal Officer for PwD									
28.	Please provide details of external member designated for PwD employees.	The question is not clear.									
29.	Please provide process of evaluation of AAR of PwD candidates.	The process of evaluation of AAR's is the same for all category of executives i.e. SC/ ST/ UR/ PwBD.									
30.	Please provide process of evaluation of AAR of SC/ST candidates.	Already replied to, in point no. 29 above.									
31.	Please provide process of evaluation of AAR of General category candidates.	Already replied to, in point no. 29 above.									
32.	Please intimate the process of providing relaxation/Relief/Reservation to SC/ST/PwD Candidate while evaluating the AAR/while awarding promotion.	<table border="1"> <thead> <tr> <th>Promotion from</th> <th>Reservation for PwBD</th> <th>Relaxation for PwBD</th> </tr> </thead> <tbody> <tr> <td>Within Group C</td> <td rowspan="2">4%</td> <td rowspan="2">Qualifying requirement of for UR category is 50% and 40% for PwBD in AAR Marks, Written Test, and Interview.</td> </tr> <tr> <td>From Group B to lowest rung of Group A</td> </tr> </tbody> </table>	Promotion from	Reservation for PwBD	Relaxation for PwBD	Within Group C	4%	Qualifying requirement of for UR category is 50% and 40% for PwBD in AAR Marks, Written Test, and Interview.	From Group B to lowest rung of Group A		
Promotion from	Reservation for PwBD	Relaxation for PwBD									
Within Group C	4%	Qualifying requirement of for UR category is 50% and 40% for PwBD in AAR Marks, Written Test, and Interview.									
From Group B to lowest rung of Group A											
33.	Please provide copy of promotion policy.	A copy of the Promotion policy is attached herewith as ANNEXURE-II.									
34.	Please intimate the %age relaxation and %age reservation given to PwD candidate during evaluation for promotion as per policy.	Already replied to, in point no. 32 above.									
35.	Please provide relevant circular/office order for point no 33.	Already replied to, in point no. 33 above.									
36.	Please provide total number of post vacant at present which are kept reserved for PwD in Powergrid.	The vacancy notified for PwD is available on POWERGRID's website at the following link: https://www.powergrid.in/jobopportunities									
37.	Please provide name and contact information of member of grievance cell for PwD in Powergrid	The details of grievance cell are as follows: 1) Smt. Neela Das, Chief GM, Liaison Officer for PwD, Ph.0124 2822103 2) Shri Vijay P. Singh, General Manager, Nodal Officer for PwD, Ph.0124 2822559 3) Shri Jagannath Mukherjee, Officer (HR), Ph 0124 28223503									

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04/05/2023



POWER GRID CORPORATION OF INDIA LIMITED
(Corporate HR-APP Group)

Ref. No.: C/HR/APP/DPC 2021&22(S4/SG to E2)/

Date: 04.11.2022

OFFICE ORDER No. 36/ 2022

The following employees in supervisory cadre are hereby placed in the Executive grade (E2) in the pay scale of Rs.50000-160000 /- with effect from 01.01.2021. Their designations on placement and transfers, wherever applicable, are also indicated alongside :

SL No	Name (S/Shri/Smt)	Emp No	Present Designation	Designation on Placement	Region	Transfer on Placement
1	Satyendra Kumar	41406	Sr PS (SG)	Exe Secy Gr-I	ER-I	
2	Subhash Chandra	11111	Jr Engr (SG)	Engineer	NR-III	WR-II
3	Maneesh Kumar	11139	Jr Engr (SG)	Engineer	NR-III	NR-II
4	Anil Kumar	00072	Sr PS (SG)	Exe Secy Gr-I	CC	
5	Rajneesh Kumar	00719	Jr Officer (Accts) (SG)	Officer(Accts)	CC	

As per Government of India Directives, the Caste Certificate of SC/ST employees shall be verified for current validity, wherever required.

All the above employees will be on probation for a period of six months from the date of issue of this order.

The pay on placement will be fixed as per Company's rules.

In case of transfer on placement, the effective date of placement will be regulated as per clause 6.3 of Corporate HR circular No. 515/2021 dtd. 27.10.2021.

This issues with the approval of the Competent Authority.


 (Arbind Kumar)
 Sr. DGM(HR)

Distribution (overleaf) :

Distribution :***1. Individual concerned*****2. REGION**

- Heads of All Region/Proj.
- Heads of HR-All Region
- Heads of Finance-All Region/Proj.

3. CORPORATE CENTRE

- All HOD
- CGM (HR-Estt/Rectt)
- Sr.GM (Fin-Estt)
- Secretary (EPF/EGF/Pension Trust)
- STA/ES/PS to CMD/ D(Pers.)/ D(Proj.) /D(Oprn.)/ D(Fin.)/ CVO
- Office Order File/Personal File/Master File
- INTRANET

Note : (No separate hard copy is being forwarded. Please take a print out, if required.)



POWER GRID CORPORATION OF INDIA LIMITED
(Corporate HR-APP Group)

Ref. No.: C/HR/APP/DPC 2021&22(S4/SG to E2)/

Date : 04.11.2022

OFFICE ORDER No. 37/2022

The following employees in supervisory cadre are hereby promoted in the Executive grade (E2) in the pay scale of Rs.50000-160000/- with effect from the dates as indicated herein. Their designations on promotion and transfers wherever applicable are also indicated alongside :

SL No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
Promotion with effect from : 01.01.2021						
1	Omo Gyati	51135	Jr Engr Gr-I	Engineer	CTDS-AP	NER
2	Ranjit Kumar	00812	Sr PS	Exe Secy Gr-I	ER-I	ER-I RB
3	Amarjeet Kumar Chaudhary	41555	Jr Engr Gr-I	Engineer	ER-I	NER
4	Kameshwar Ram	41559	Jr Engr Gr-I	Engineer	ER-I	NER
5	RAJEEV KUMAR	41564	Jr Engr Gr-I	Engineer	ER-I	WR-II
6	Supriya Kumari	41584	Jr Engr Gr-I	Engineer	ER-I	NR-III
7	Ravish Kumar	41589	Jr Engr Gr-I	Engineer	ER-I	
8	Pravin Lal	41590	Jr Engr Gr-I	Engineer	ER-I	NR-III
9	Merajul Momenin	41591	Jr Engr Gr-I	Engineer	ER-I	NR-III
10	Sanjeev Kumar	41607	Jr Engr Gr-I	Engineer	ER-I	NR-III
11	Rajesh Kumar Singh	41610	Jr Engr Gr-I	Engineer	ER-I	WR-II
12	Aneesh Kumar	41611	Jr Engr Gr-I	Engineer	ER-I	NR-I
13	Sharawan Kumar Sah	41621	Jr Engr Gr-I	Engineer	ER-I	WR-II
14	Premchandra Kumar Jaysawal	41622	Jr Engr Gr-I	Engineer	ER-I	NER
15	Md Qumruljama Ansari	65059	Jr Engr Gr-I	Engineer	ER-I	NR-III
16	Indradip Bhattacharya	20695	Jr Engr Gr-I	Engineer	ER-II	NER
17	Payel Majumder	51112	Jr Engr Gr-I	Engineer	ER-II	ER-I
18	Pritam Roy	65010	Jr Engr Gr-I	Engineer	ER-II	ER-I
19	Aibor Lyngdoh Nonglait	51119	Jr Engr Gr-I	Engineer	NER	ER-II
20	Manash Boro	51133	Jr Engr Gr-I	Engineer	NER	ER-I
21	Debanand Sarkar	51121	Jr Engr Gr-I	Engineer	NERPSIP	ER-II
22	Gaurav Kumar Srivastava	11224	Jr Engr Gr-I	Engineer	NR-I	WR-II
23	Akhilesh Kumar	11246	Jr Engr Gr-I	Engineer	NR-I	
24	Ashok Kumar	11250	Jr Engr Gr-I	Engineer	NR-I	ER-I
25	Sandip Kumar	16722	Jr Engr Gr-I	Engineer	NR-I	NR-II

Arun Kumar

SL No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
26	Pawan Kumar*	16694	Jr Engr Gr-I	Engineer	NR-II	NR-I
27	Paramjit Singh	16700	Jr Engr Gr-I	Engineer	NR-II	NR-II, Leh
28	Sahil Pathak	16713	Jr Engr Gr-I	Engineer	NR-II	SR-II
29	Sunil Kumar	16725	Jr Engr Gr-I	Engineer	NR-II	NR-I
30	Javid Ali	16735	Jr Engr Gr-I	Engineer	NR-II	NR-II, Leh
31	Davinder Kiran	16738	Jr Engr Gr-I	Engineer	NR-II	NER
32	Anoop K M	60085	Jr Engr Gr-I	Engineer	NR-II	WR-II
33	Jitendra Kumar Sah	11243	Jr Engr Gr-I	Engineer	NR-III	ER-I
34	DEEPAK GUPTA	11257	Jr Engr Gr-I	Engineer	NR-III	CTDS-AP
35	Om Prakash Gour	20817	Jr Engr Gr-I	Engineer	NR-III	ER-I
36	Biren Kumar Mallick	40378	Sr PS	Exe Secy Gr-I	Odisha	
37	Sujeet Kumar	41558	Jr Engr Gr-I	Engineer	Odisha	ER-I
38	Ajay Barjo	41625	Jr Engr Gr-I	Engineer	Odisha	ER-I
39	Bishwa Ranjan Prusty	65012	Jr Engr Gr-I	Engineer	Odisha	WR-I
40	Pramod Kumar Padhan	65028	Jr Engr Gr-I	Engineer	Odisha	
41	Babru Bahan Nanda	65064	Jr Engr Gr-I	Engineer	Odisha	ER-I
42	J Narasimha Rao	30290	Sr PS	Exe Secy Gr-I	SR-I	
43	Prem Lata Meena	00880	Sr PS	Exe Secy Gr-I	SR-II	SR-II RB
44	Ramkumar V	60022	Jr Engr Gr-I	Engineer	SR-II	WR-II
45	Ajeesh M R	60046	Jr Engr Gr-I	Engineer	SR-II	WR-I
46	Asha B K	60051	Jr Engr Gr-I	Engineer	SR-II	WR-I
47	Veena R Nair	60064	Jr Engr Gr-I	Engineer	SR-II	
48	Sagar Suresh Hingulkar	20703	Jr Engr Gr-I	Engineer	WR-I	NER
49	Kavita Deshmukh	20710	Jr Engr Gr-I	Engineer	WR-I	WR-II
50	Gateshwar Prasad Sahu	20711	Jr Engr Gr-I	Engineer	WR-I	WR-II
51	Vikas Kumar Dewangan	20712	Jr Engr Gr-I	Engineer	WR-I	WR-II
52	Navin Kumar	20715	Jr Engr Gr-I	Engineer	WR-I	WR-II
53	Sameer Krushnarao Bhange	20757	Jr Engr Gr-I	Engineer	WR-I	NR-II
54	Satish Gabriel Kujur*	20802	Jr Engr Gr-I	Engineer	WR-I	WR-II
55	Sheik Jameeluddin Sheik Nasiruddin	20806	Jr Engr Gr-I	Engineer	WR-I	WR-II
56	Naresh Kumar Tandon	20809	Jr Engr Gr-I	Engineer	WR-I	Odisha
57	Lakhendra Kumar Verma	20814	Jr Engr Gr-I	Engineer	WR-I	WR-II
58	Vikas Kumar Sao	20815	Jr Engr Gr-I	Engineer	WR-I	Odisha
59	Pitambar Ghosh	20816	Jr Engr Gr-I	Engineer	WR-I	NR-II
60	Sunil Kumar Paswan	20818	Jr Engr Gr-I	Engineer	WR-I	ER-I
61	Kamal Narayan Sonwani	20819	Jr Engr Gr-I	Engineer	WR-I	WR-II
62	Ramesh Kumar Singh	20859	Jr Officer (HR) Gr-I	Officer(HR)	WR-I	CC-HR
63	Sanjay Kumar	20708	Jr Engr Gr-I	Engineer	WR-II	NR-I

Sl No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
64	Anoop Kr Chaturvedi	20726	Jr Engr Gr-I	Engineer	WR-II	CTDS-AP
65	Jayeshkumar Ramanlal Patel	20756	Jr Engr Gr-I	Engineer	WR-II	WR-I
66	Rashmika Desai	70004	Jr Engr Gr-I	Engineer	WR-II	WR-I
67	Madhukarbhai Chavadhari	70029	Jr Engr Gr-I	Engineer	WR-II	NR-I
68	Anita Nair	70034	Jr Officer (Accts) Gr-I	Officer(Accts)	WR-II	PEPFC, Bangalore
69	Siddiqui Javed Akhtar	70041	Jr Engr Gr-I	Engineer	WR-II	
70	Hari R. Mahour	00088	Sr PS	Exe Secy Gr-I	CC	
71	Ravinder Singh Negi	00627	Sr PS	Exe Secy Gr-I	CC	
72	Manju Saluja	00649	Sr PS	Exe Secy Gr-I	CC	
73	Jagannath Mukherjee	00678	Jr Officer (HR) Gr-I	Officer(HR)	CC	
74	Ved Prakash	00809	Sr PS	Exe Secy Gr-I	CC	
75	Sunil Kumar	00838	Sr PS	Exe Secy Gr-I	CC	
76	Bipin Kachhap	00881	Sr PS	Exe Secy Gr-I	CC	
77	Sonia Arora Mago	11263	Jr Officer (Accts) Gr-I	Officer(Accts)	CC	PPPFC, Maneser

Promotion with effect from : 01.04.2021

78	Md Jamal Ahmad	41632	Jr Engr Gr-I	Engineer	ER-I	NR-III
79	Shailendra Pratap Singh	41634	Jr Engr Gr-I	Engineer	ER-I	NR-III
80	Bishnudip Bagchi	41637	Jr Engr Gr-I	Engineer	ER-I	WR-I
81	Romal Linda	41638	Jr Engr Gr-I	Engineer	ER-I	NER
82	Aman Kumar	41639	Jr Engr Gr-I	Engineer	ER-I	NR-III
83	Amit Kumar	41640	Jr Engr Gr-I	Engineer	ER-I	CC-AM
84	Chandan Kumar Sahu	41649	Jr Engr Gr-I	Engineer	ER-I	Odisha
85	Baljit Kumar	41657	Jr Engr Gr-I	Engineer	ER-I	NR-I
86	Mahabir Oraon	41672	Jr Engr Gr-I	Engineer	ER-I	NER
87	Amrendra Kumar	41674	Jr Engr Gr-I	Engineer	ER-I	NER
88	Madhukar Shukla	41678	Jr Engr Gr-I	Engineer	ER-I	NR-III
89	Ravi Prasad Gupta	16798	Jr Engr Gr-I	Engineer	NER	ER-II
90	Rakesh Boro	51146	Jr Engr Gr-I	Engineer	NER	CTDS-AP
91	Chaitanya Kumar Dupam	51165	Jr Engr Gr-I	Engineer	NER	SR-I
92	Prankrishna Das	51167	Jr Engr Gr-I	Engineer	NER	ER-I
93	Ankit Kumar	11356	Jr Engr Gr-I	Engineer	NR-I	CC-AM
94	Reshma Gopal	11409	Jr Officer (HR) Gr-I	Officer(HR)	NR-I	SR-II
95	Binod Kumar	16759	Jr Engr Gr-I	Engineer	NR-I	ER-I
96	Sohan Lal	16761	Jr Engr Gr-I	Engineer	NR-II	
97	Rajesh Kumar	16762	Jr Engr Gr-I	Engineer	NR-II	ER-I

SL No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
98	Manoj Kumar	16763	Jr Engr Gr-I	Engineer	NR-II	NR-II, Kargil
99	Harpreet Singh Bedi	16764	Jr Engr Gr-I	Engineer	NR-II	WR-II
100	Shitanshu Sharma	16778	Jr Officer (HR) Gr-I	Officer(HR)	NR-II	CC-HR
101	Deepak Kumar	16785	Jr Engr Gr-I	Engineer	NR-II	NER
102	Avinash Kumar Singh	11357	Jr Engr Gr-I	Engineer	NR-III	ER-I
103	Rabindra Nayak	31225	Jr Officer (HR) Gr-I	Officer(HR)	Odisha	
104	Mangala Lakshmi L K	60135	Jr Officer (HR) Gr-I	Officer(HR)	Odisha	NR-III
105	Dolagovinda Sahoo	65086	Jr Engr Gr-I	Engineer	Odisha	ER-I
106	Dipak Kumar Sahoo	65091	Jr Engr Gr-I	Engineer	Odisha	ER-I
107	Naresh Doddapaneni	31223	Jr Officer (HR) Gr-I	Officer(HR)	SR-I	Odisha
108	Shalini Shaikshavali	31232	Jr Engr Gr-I	Engineer	SR-I \$	
109	Macha Salaji	31236	Jr Engr Gr-I	Engineer	SR-I	SR-II
110	B Amarsingh	31237	Jr Engr Gr-I	Engineer	SR-I	WR-I
111	K Siva Ganga	31241	Jr Engr Gr-I	Engineer	SR-I \$	
112	Banoth Harilal	31244	Jr Engr Gr-I	Engineer	SR-I \$	
113	Balraj C P	60130	Jr Officer (HR) Gr-I	Officer(HR)	SR-II	NR-II
114	James Sootin U	60131	Jr Officer (HR) Gr-I	Officer(HR)	SR-II	ER-I
115	Sai Geetha C	60133	Jr Officer (HR) Gr-I	Officer(HR)	SR-II	SR-I
116	Vijayakumar A R	60197	Jr Officer (Accts) Gr-I	Officer(Accts)	SR-II	PPFPC, Bangalore
117	Sagar Prabhakar Vairagade*	20861	Jr Officer (HR) Gr-I	Officer(HR)	WR-I	SR-II
118	S K Quttobuddin	20873	Jr Engr Gr-I	Engineer	WR-I	ER-I
119	Vinod Kumar	20874	Jr Engr Gr-I	Engineer	WR-I	NR-I
120	Dharam Chandra Prajapati	70169	Jr Engr Gr-I	Engineer	WR-I	ER-I
121	Parmar Laxmanbhai	70093	Jr Engr Gr-I	Engineer	WR-II	WR-I
122	Kaushal Mehra Shivishkumar	70111	Jr Engr Gr-I	Engineer	WR-II	WR-I
123	Nikhil Ashokkumar Soni	70113	Jr Engr Gr-I	Engineer	WR-II	NR-I
124	Subhodh Kumar	70116	Jr Engr Gr-I	Engineer	WR-II	NR-I
125	Ashish Kumar Gautam	70120	Jr Engr Gr-I	Engineer	WR-II	WR-I
126	Pradeep Kumar M Patel	70132	Jr Officer (HR) Gr-I	Officer(HR)	WR-II	CC-HR
127	Pankaj Sonawane Muralidhar	70150	Jr Engr Gr-I	Engineer	WR-II	WR-I
128	Shyamal Kumar Radharaman	70158	Jr Engr Gr-I	Engineer	WR-II	WR-I

SL No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
129	Sandeep Kaurav	70181	Jr Engr Gr-I	Engineer	WR-II	WR-I
130	Romika Chahal	02539	Jr Officer (PR) Gr-I	Officer(PR)	CC	NR-I
131	S Sivaramakrishna Reddy	31235	Jr Engr Gr-I	Engineer	CC	

* Provisional, subject to clearance of probation.

§ On Long Term Assignment at CTDS-AP

As per Government of India Directives, the Caste Certificate of SC/ST employees shall be verified for current validity, wherever required.

All the above employees will be on probation for a period of six months from the date of issue of this order.

In case of Promotion order from S4 to SSG issued in respect of any of above individual by respective region/CC during the year 2021 & 2022 stand withdrawn and cancelled in accordance with HR department IOM dated 29.09.2011 issued by corporate Policy Group.

In case of transfer on promotion, the effective date of promotion will be regulated as per clause 6.3 of Corporate HR circular No. 515/2021 dtd. 27.10.2021

This issues with the approval of the Competent Authority.



(Arvind Kumar)
Sr. DGM(HR)

Distribution :

1. *Individual concerned*
2. **REGION**
 - Heads of All Region/Proj.
 - Heads of HR-All Region
 - Heads of Finance-All Region/Proj.
3. **CORPORATE CENTRE**
 - All HOD
 - CGM (HR-Estt/Rectt)
 - Sr.GM (Fin-Estt)
 - Secretary (EPF/EGF/Pension Trust)
 - STA/ES/PS to CMD/ D(Pers.)/ D(Proj.) /D(Oprn.)/ D(Fin.)/ CVO
 - Office Order File/Personal File/Master File
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POWER GRID CORPORATION OF INDIA LIMITED
(Corporate HR-APP Group)

Ref. No.: C/HR/APP/DPC 2021&22(S4/SG to E2)

Date : 04.11.2022

OFFICE ORDER No. 38/2022

The following employees in supervisory cadre are hereby promoted in the Executive grade (E2) in the pay scale of Rs.50000-160000/- with effect from the dates as indicated herein. Their designations on promotion and transfers wherever applicable are also indicated alongside :

SL No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
Promotion with effect from : 01.04.2022						
1	Sourav Maity	65189	Jr Engr Gr-I	Engineer	ER-II	ER-I
2	Prasenjit Routh	51219	Jr Engr Gr-I	Engineer	NER	WR-I
3	Naveen Kumar*	11311	Jr Engr Gr-I	Engineer	NR-I	
4	Kamal Kumar	11475	Jr Engr Gr-I	Engineer	NR-I	NR-II
5	Sharvan Kumar	11488	Jr Engr Gr-I	Engineer	NR-I	NR-II
6	Jasraj Dalva	11493	Jr Engr Gr-I	Engineer	NR-I	WR-II
7	Ravi Ranjan Kumar	11534	Jr Engr Gr-I	Engineer	NR-I	CC-Admin
8	Vipin Kumar	11535	Jr Engr Gr-I	Engineer	NR-I	WR-II
9	Mukesh Kumar	11595	Jr Engr Gr-I	Engineer	NR-I	NR-III
10	Lalit Kumar	16813	Jr Engr Gr-I	Engineer	NR-I	NR-II
11	Akshay Sharma	16805	Jr Engr Gr-I	Engineer	NR-II	SR-II
12	Neeraj Bakshi	16808	Jr Engr Gr-I	Engineer	NR-II	NR-I
13	Amit Kumar	16811	Jr Engr Gr-I	Engineer	NR-II	WR-II
14	Mukesh Kumar	16821	Jr Engr Gr-I	Engineer	NR-II	CC-PAL
15	Anil Kumar Yadav	11476	Jr Engr Gr-I	Engineer	NR-III	NR-II
16	Randhir Singh	11477	Jr Engr Gr-I	Engineer	NR-III	NR-I
17	Dillip Prajapati	11481	Jr Engr Gr-I	Engineer	NR-III	ER-I
18	Akhilesh .	11487	Jr Engr Gr-I	Engineer	NR-III	ER-I
19	Narayan Singh Solanki	11496	Jr Engr Gr-I	Engineer	NR-III	NR-I
20	Manoj Kumar	11519	Jr Engr Gr-I	Engineer	NR-III	NR-II
21	Ramesh Prasad Mishra*	20973	Jr Officer (RB) Gr-I	Officer(RB)	SR-I	SR-I RB
22	Guthula Jyosri Nagababu	31274	Jr Engr Gr-I	Engineer	SR-I	WR-I
23	Ampati Santhosh Kumar	31278	Jr Engr Gr-I	Engineer	SR-I \$	
24	Siripireddy Venkata Desai Reddy	31275	Jr Engr Gr-I	Engineer	SR-I, Telecom	
25	Chidananda A B	60173	Jr Officer (HR) Gr-I	Officer(HR)	SR-II	WR-II
26	Navaneeth S	60177	Jr Officer (HR) Gr-I	Officer(HR)	SR-II	CC-Admin

Navin Kumar

Sl. No	Name (S/Smt/Shri)	Emp No	Present Designation	Designation on Promotion	Region	Transfer on Promotion
27	Sreeragh M K	60182	Jr Engr Gr-I	Engineer	SR-II	WR-II
28	Ravi Middi	20975	Jr Engr Gr-I	Engineer	WR-I	SR-I
29	Shitala Prasad	20993	Jr Engr Gr-I	Engineer	WR-I	NR-II, FQA
30	Suraj Kumar Patel	20994	Jr Engr Gr-I	Engineer	WR-I	Odisha
31	D L G K Vora Prasad	20964	Jr Engr Gr-I	Engineer	WR-II	WR-I
32	Seurebh Dubey	70214	Jr Engr Gr-I	Engineer	WR-II	ER-I
33	Patel Prakashchandra	70215	Jr Engr Gr-I	Engineer	WR-II	
34	Akhilesh Gaur	70230	Jr Engr Gr-I	Engineer	WR-II	CC-CSR
35	Ravi Saraswat	70286	Jr Engr Gr-I	Engineer	WR-II, Telecom	NR-III
36	Prakash Kumar Kedia	11597	Jr Engr Gr-I	Engineer	CC	NR-I
37	Kamal Verma	11494	Jr Engr Gr-I	Engineer	CC	

* Provisional, subject to clearance of probation.

§ On Long Term Assignment at CTDS-AP

As per Government of India Directives, the Caste Certificate of SC/ST employees shall be verified for current validity, wherever required.

All the above employees will be on probation for a period of six months from the date of issue of this order.

In case of transfer on promotion, the effective date of promotion will be regulated as per clause 6.3 of Corporate HR circular No. 515/2021 dtd. 27.10.2021

This issues with the approval of the Competent Authority.


(Arvind Kumar)
Sr.DGM(HR)

Distribution :

1. Individual concerned

2. REGION

- Heads of All Region/Proj.
- Heads of HR-All Region
- Heads of Finance-All Region/Proj.

3. CORPORATE CENTRE

- All HOD
- CGM (HR-Estt/Rectr)
- Sr.GM (Fin-Estt)
- Secretary (EPF/EGF/Pension Trust)
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POWER GRID CORPORATION OF INDIA LIMITED
(CORPORATE HR-APP GROUP)

19/12

15

Ref: C/HR/APP/DPC 2021&22(S4/SG to E2)/

Date: 04.11.2022

OFFICE ORDER No. 39 / 2022

The following employees in supervisory cadre presently on deputation to Bihar Grid Company Ltd. are hereby accorded proforma promotion in the Executive grade (E2) in the pay scale of Rs.50000-160000/- with effect from the dates as indicated herein. Their designations on promotion and Transfer cum-repatriation wherever applicable are also indicated alongside :

SL No	Name (S/Shri/Smt)	Emp No	Present Designation	Designation on Placement	Transfer cum-repatriation on Promotion
Promotion with effect from : 01.01.2021					
1	Satish Kumar	00813	Sr. PS	Exe Secy Gr-I	
2	Lalit Kishor	41585	Jr. Engg Gr-I	Engineer	NR-I
Promotion with effect from : 01.04.2021					
3	Pramod Kumar	41661	Jr. Engg Gr-I	Engineer	

The financial and other benefits on account of their promotion shall accrue to them in POWERGRID only from the date they rejoin duties in POWERGRID.

In case of Promotion order from S4 to SSG issued in respect of any of above individual by respective region/CC during the year 2021 & 2022 stand withdrawn and cancelled in accordance with HR department IOM dated 29.09.2011 issued by corporate Policy Group.

Further, in case of transfer-cum-repatriation on promotion, the executive will be repatriated to POWERGRID and join the new place of posting in 30 days in line with clause 6.3 of POWERGRID's Transfer Policy for Executives.

This issues with the approval of the Competent Authority.

Arbind Kumar
(Arbind Kumar)
Sr. DGM (HR)

Distribution:

- (1) Individual concerned :
Bihar Grid Company Ltd.
- (2) **REGION**
 - Head of Bihar Grid Company Ltd.
 - Heads of HR – Region /Project/BGCL
 - Heads of Finance – Region/Project/BGCL
- (3) **CORPORATE CENTRE**
 - Heads of Department
 - Company Secretary
 - CGM(HR-Estt)/ Sr.GM(Fin-Estt.)
 - STA/ES/PS TO CMD/ D(Pers)/ D(Proj)/D(Oprn.)/ D(Fin)/ CVO
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**POWER GRID CORPORATION OF INDIA LTD.
(CORPORATE HR APP GROUP)**

INTER OFFICE MEMO

FROM : Sr. DGM (HR)

TO : HOP- NR-I/NR-II/NR-III/ER-1/
ER-II/NER/SR-I/SR-II/ WR-I/
WR-II/Odisha

REF: C/HR/APP/2022

CC : Sr. DGM (HR)-Reservation Cell-CC

DATE : 29.07.2022

Sub : Reservation for Persons with Benchmark Disability (PwBD) and relaxation in qualifying marks in case of Promotion.

DPE vide OM No. DPE-GM-0043/2014-GM(FTS-1899) dtd. 27th June, 2022 has forwarded DoPT OM No. 36012/1/2020-Estt.(Res.-III) dtd. 17th May, 2022 (copy enclosed), wherein the quantum of Reservation for Persons with Benchmark Disability (PwBD) has been revised (from 3% to 4%) for promotions in various Groups.

Accordingly, 4% reservation for PwBD shall be applicable for promotion within Group 'C' Post i.e. from W6 & above to S1 and from Group 'B' to the lowest rung of Group 'A' Post i.e. from S4/SG to E2. The Regions are, therefore, advised to recast the existing roster for Group 'C' and maintain in line with clause 10 of above DoPT OM.

Further, the following relaxation shall be applicable to PwBD Candidates in qualifying marks- viz. in AAR Marks, Written Test, and Interview, for promotion in Group 'C' Post i.e. from W6 & above to S1, and from Group 'B' to the lowest rung of Group 'A' i.e. S4/SG to E2 also.

Qualifying requirement for UR Candidates	50%
Qualifying requirement for PwBD Candidates	40%

In addition to above, the guidelines dtd. 29.8.2018 of Department of Empowerment of PwDs shall be followed for conduct of Written Examination related to promotions. Copy of the guidelines is enclosed for information and compliance.

As per the aforesaid guidelines, the facility of Scribe/Reader/Lab Assistant should be allowed to any person with benchmark disability as defined under section 2(r) of the RPwD Act 2016 and has limitation in writing including that of speed if so desired by him/her.



In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) cerebral palsy, the facility of Scribe/Reader/Lab assistant shall be given, if so desired by the person.

In case of other category of persons with benchmark disabilities, the provision of Scribe/Reader/Lab assistant can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution as per proforma attached to the guidelines.

Further, "compensatory time" of 20 minutes per hour of examination shall be allowed to all the candidates with benchmark disability.

As far as possible the examination for persons with disabilities should be held at the ground floor. The examination centres should be accessible for persons with disabilities.

This issues with the approval of Competent Authority.


29.9.22
(Sandeep Barik)

Encl : as above.



PROMOTION POLICY FOR SUPERVISORS

1.0 Objective

The objective of the Company's Promotion Policy for employees in the supervisory categories is to provide, keeping in view the organisational requirement, adequate growth opportunity consistent with merit and suitability

2.0 General Principles

The following factors will be taken into account in promotion from one grade to the next higher grade:

2.1 Promotions will be effected only against vacant sanctioned posts.

2.2 Channel of Promotion

All the functional areas/disciplines will be suitably grouped into well defined channels of promotion taking into account the nature of duties and other relevant considerations; and the promotions will be affected strictly in accordance with the channels so laid down. The channel of promotion charts will also indicate the test interview and minimum qualification and relevant experience, if any which will be required for promotion to a certain grade.

2.3 Eligibility Period

The eligibility period for promotion in various grades to available posts in respective next higher grades will be three years. However, Supervisors in S4 Grade not meeting the prescribed qualification/ not qualifying the written test or interview, for promotion to Executive grade, will be eligible for consideration for promotion to Selection Grade on completion of 4 years of service in S4 Grade.

2.3.1 Promotion of Supervisors in S4 grade to E2

Supervisors who have put in 1 year of service in the S4 grade will be considered for promotion to E2 grade. As per amended rules, Supervisors in S3 grade will not be considered for promotion to E2.

Promotion of Supervisors in S4 grade to Selection Grade /E2

- i) Employees in S4 grade who possess the prescribed qualification for being considered for promotion to E2 but fail to get promotion and complete 4 years in the grade will be considered for promotion to Selection Grade on standard dates.
- ii) On promotion to Selection Grade, such employees at (i) above will continue to be eligible for consideration for promotion to E2 on fulfillment of other prescribed conditions.
- iii) Employees promoted to Selection Grade due to not having the prescribed qualifications for E2 but acquire the qualification later will also be eligible for consideration for promotion to E2 on standard dates after acquiring such qualification.

- iv) Employees found suitable for promotion from Selection Grade to E1 will be placed in the scale of E2. The pay fixation in such cases shall be as per the rules.
- If a Supervisor in Selection Grade acquires qualification subsequently, he will be eligible for consideration for promotion to E2. However, in such cases the pay fixation on promotion will be done as in the case of placement.
- 2.3.2 Meeting of the Departmental Promotion Committee for promotion of supervisors will be held once in a year.
- 2.3.3 Supervisors who are found suitable for promotion by the Departmental Promotion Committee will be considered for promotion effective from the dates as mentioned below:
- i) Supervisors who complete the eligibility period together with the grace period as on 31st July will be considered for promotion w.e.f. 1st January of the following year.
- ii) Supervisors who complete the eligibility period together with the grace period as on 30th April will be considered for promotion w.e.f 1st April of that year.
- 2.3.4 E.O.L. on account of illness or for prosecution of higher scientific and technical/professional studies duly supported by a medical certificate from an authorised medical officer of the Company in case of illness, and by a certificate from the Head of Region that the higher scientific and technical/professional studies are in interest of Company's work in case of leave for prosecution of such higher studies, will count for the purposes of computing the period of eligibility for the purpose of promotion.
- E.O.L. taken on account of reasons other than illness or prosecution of higher scientific and technical/professional studies will also count for computing the period of eligibility for the purpose of promotion provided it is for less than 3 months.
- 2.3.5 Where the employee placed under suspension pending enquiry, is held guilty by the disciplinary authority, the period spent under suspension shall not be treated as on duty/ service. However, where the employee concerned is exonerated unconditionally, the period of suspension will also be treated as on duty/service.
- Consequently, in all such cases where the employee is not exonerated, the period of suspension shall not be treated as duty/service and will be excluded while working out the minimum eligibility period required to be put in by such employee in service/on duty under the promotion policy for being considered eligible for promotion to the next higher grade/scale of pay.
- 2.3.6 In case of both inter-unit and intra-unit transfers (irrespective of whether the transfer is inter-departmental or intra-departments of employees) the employees will be allowed credit for the entire period of service put in by them in a grade if the transfer is effected at the initiative of management. In case the transfer is due to an employee's own initiative, full credit for the entire period of service put

in by him in a grade will be allowed subject, however, to the condition that at least one year's service in the unit/post to which he is transferred will be necessary before he is considered for promotion.

2.4 Seniority

The seniority lists of the employees in various grades/channels will be prepared and updated from time to time by the concerned Human Resource Department in accordance with the rules framed for this purpose.

2.5 Confidential/Merit Rating Reports

Confidential Forms/Merit Rating Reports in respect of each employee will be maintained on the prescribed forms, to be written at the end of every calendar year. Such reports may, however, also be asked for any time other than the annual reports mentioned above at the discretion of the management. These reports will be kept in the custody of the concerned Human Resource Department.

2.6 Test/Interview Qualification Bar

In addition to fulfilling the other eligibility conditions, an employee must possess the requisite qualifications prescribed, if any, for the next higher post against which he is to be considered for promotion. Similarly, he must qualify in the test(s) and interview if any, laid down for consideration for promotion to the next higher post.

2.7 Exemption from trade test/written test

2.7.1 Those Supervisors who have qualified the Test i.e. Trade Test/Written Test/Supervisory Test/ Executive Written Test as prescribed in the COP but not promoted either due to non-availability of vacancies or failing to qualify the interview will be exempted for re-appearing the same Test. However, while considering promotion in the next DPCs, such Supervisor have to re-appear in the interview again and their cases will be finalized keeping in view the performance in the interview, appraisal rating, disciplinary / vigilance record etc. as required in case of a fresh candidate. The marks secured in the Test qualified earlier will be taken into account by the DPCs.

2.7.2 In case where promotion to higher grade involves qualifying both Trade as well Written/Supervisory Test and an employee has qualified only one of the prescribed Test then he will be exempted from re-appearing the Test in which he has qualified.

2.7.3 The above provision will be applicable from DPC-2010 onwards and the candidates who have qualified the Trade Test/Written Test/Supervisory Test/ Executive Written Test during the DPC-2009 (Workmen to Supervisor and Supervisor to Executive-E2 grade) and wherever such type of Trade/Written Test are admissible will also be exempted from re-appearing the test.

Promotion Policy for Supervisors

2.8 Honorarium Rate for Setting and Evaluation of Question Papers & Answer Sheets shall be as per Corporate HRD Honorarium Policy.

2.9 **Reservation for SC/ST/PwBD**

The directives of the Central Government/company with regard to the reservation of posts for Scheduled Caste/Scheduled Tribe/Person with benchmark disability(PwBD), candidates in the matter of promotion, issued from time to time, will also be kept in view while effecting the promotions of the employees.

2.10 **Debarring**

2.10.1 No employee whose latest confidential/merit rating report whether annual or special is adjudged as "Adverse" will be considered for Promotion.

2.10.2 No employee under suspension or against whom decision has been taken to chargesheet, or where the charge-sheet has been issued or where a criminal case is pending against him shall be promoted until he is unconditionally reinstated or exonerated. In case of unconditional reinstatement or exoneration, he will be allowed promotion with retrospective effect, but the financial benefit accruing due to promotion will be allowed with effect from the date his promotion order is issued and no arrears will be payable on this account unless specifically mentioned otherwise in the promotion order. However, in respect of those employees who have been recommended for promotion by DPC and in whose case decision to issue charge-sheet has not been taken by the Competent Authority, order of promotion be issued in normal course.

The cases of employees against whom disciplinary proceedings are pending or contemplated but are otherwise eligible for consideration for promotion shall also be considered by the DPC (Department Promotion Committee) along with all other cases. The recommendations of the DPC, including "unfit for Promotion" will be kept in a sealed cover. The cover will be so superscribed findings regarding suitability for promotion to the grade/ post of in respect of Shri not to be opened till the conclusion of the disciplinary case/criminal prosecution against Shri¹ The proceedings of the DPC need only contain the note, "The findings are contained in the attached sealed cover". The same procedure will be followed by the subsequent DPCs convened till the disciplinary case/criminal prosecution pending against the employee concerned is finally concluded.

In the event of delay in the conclusion of the disciplinary proceedings/criminal prosecution, the delay not being attributable to the charged employee, and the disciplinary proceedings/ criminal prosecution against the employee concerned are not concluded even after the expiry of two annual DPCs from the date of the meeting of the first DPC which kept its findings in respect of the employee in the sealed cover, the Appointing Authority may review the case of employee, provided he is not under suspension, and consider and order promotion of employee on adhoc basis, provided his case was recommended by DPC keeping in view the totality of the case, the availability of vacancy etc. The order of promotion should make it clear that the promotion is purely on

¹ IOM dated 29.07.2022(Appraisal)

ad hoc basis, till further orders and it confers no right on the employee for regular promotion and that the Competent Authority reserves the right to cancel/ revoke the ad hoc promotion or to revert, at any time the employee to the post from which he was promoted on ad hoc basis, without any formal proceedings.

- 2.10.3 On conclusion of disciplinary cases/criminal prosecution etc. the promotion of the employee will be regulated as under:
- (i) If the employee concerned is finally acquitted and is fully exonerated, the sealed cover recommendation shall be opened and in the event the employee was recommended for promotion by the Committee, the promotion shall be made effective from the date as would otherwise have been announced as if there were no proceedings against him. The financial benefits accruing due to promotion will be allowed with effect from the date promotion order is issued and no arrear will be payable on this account, unless specifically mentioned otherwise in the promotion order.
 - (ii) If any penalty is imposed as a result of the disciplinary proceedings or if he is found guilty in the criminal prosecution against him, the findings of the sealed cover shall not be considered. His case for promotion may be considered by the next DPC in the normal course and having regard to the penalty imposed on him. Such employee shall, however, not receive promotion during currency of the punishment where ad hoc promotion has been given as at 2.8.2 above will be cancelled/revoked.

3.0

Procedure

3.1

Written Test/Interview, wherever prescribed, for the candidates fulfilling all the eligibility conditions as mentioned hereinbefore, will be conducted once in a year in the same order. The number of eligible candidates to be trade-tested will be limited to three times the number of anticipated vacancies and all those who qualify in the test will be allowed to appear for an interview before the Departmental Promotion Committee. The test will be conducted by a Committee comprising of Executive Director's nominee, representative of the Head of the Department where the vacancy exists/is likely to occur, an officer of the Training Department and Assistant Manager/Dy. Manager as nominated by the concerned Head of Human Resource.

Where, in addition to Interview, the candidates are required to appear for Written Test also, the number of eligible candidates to be called for the written test should be limited to four/five times the number of anticipated vacancies. Out of those who qualify in the Written Test, the number of candidates to be called for Trade Test and/or Interview will be limited to three times the number of anticipated vacancies.

- 3.2 Departmental Promotion Committees for selecting candidates for promotion to various grades/posts will be constituted by the Competent Authority.

- 3.3 The promotion will generally be based on seniority-cum-merit and the relative weightage for the different factors will be as follows:

Factor considered in Promotion	Weightage / Marks
--------------------------------	-------------------

Seniority	30
Appraisal Report/ Merit Rating	30
Test, Trade Test, Interview	40
Total	100

In cases where no test and/or interview is involved, the total maximum mark will be 60. The merit rating reports for the last three consecutive years will be taken into account for the above purpose.

3.3.1 Grade Seniority Marks and AAR Ratings for Supervisors in S4 grade for promotion to Selection Grade

1. The marks for AAR ratings and grade seniority will be as under:

AAR Ratings (*)	Marks (Max 30)
Outstanding	7.5
Very Good	6
Good	5
Satisfactory	4
Unsatisfactory	0

(*)Four AARs to be taken into consideration

2. **Grade Seniority**

Grade Seniority	Marks (Max 30)
4 yrs	15
5 yrs	20
6 yrs	25
7 yrs & above	30

Total marks 1+2 = 60 marks; Qualifying marks = 50% as per rules (40% for SC/ST/PwBD)

3.3.2 AAR Ratings, Grade Seniority, Test and Interview marks for Supervisors in S4 Grade for Promotion to E2

1.

AAR Rating(*)	Marks(Max 10)
Outstanding	10
Very good	8
Good	7
Satisfactory	5
Unsatisfactory	0

*Only one AAR to be taken into consideration.

2.

Grade Seniority ratings	Marks (Max 30)
1 year	15
2 years	20
3 years	25

4 years & above	30
-----------------	----

3. Test Marks : 20 marks
4. Interview Marks : 20 marks
- Total marks (1+2+3+4) : 80 marks

Qualifying marks = 50% as per rules (40% for SC/ST/PwBD)

Break-up of Seniority marks in supervisory cadre upto S4 level

Grade Seniority	Marks (Max 30)
3 years	15
4 years	20
5 years	25
6 years & above	30

AAR Ratings in supervisory cadre upto S4 level

AAR Rating(*)	Marks(Max 10)
Outstanding	10
Very good	8
Good	6
Satisfactory	5
Unsatisfactory	0

- 3.4 Based on the seniority position, the merit rating/Appraisal Reports and results of the test/ interview, the position of the candidates will be arranged in order of merit by the committee. The qualifying marks will be 50% in each of the items in respect of which the candidates are evaluated. However, the qualifying marks for SC/ST/²PwBD candidates will be 40% in each of the items assessed.
- 3.5 Based on the above mentioned criteria, the DPC shall give its recommendation. Based on the recommendation of the DPC, the competent authority shall approve the list of successful candidates and the promotion orders shall be issued by the respective HR department.
- 3.6 Supervisors promoted to E2 will be placed on probation for a period of six months.
- If the performance of an employee during such probation, including extended period is not found satisfactory, she/he shall be reverted to the lower post and shall not be considered for promotion for one year from the date of her/his reversion.
- 3.7 **Designation of supervisors in Selection Grade**
The designation of the Supervisors in Selection Grade will be given by suffixing "SG" in the respective pre-promoted designation. For example, Jr. Officer(Acct)

² IOM dated 29.07.2022(Appraisal)

Promotion Policy for Supervisors

GRI in S4 grade will be designated as Jr. Officer(Acctt) GR I (SG), Sr. P.S. and JE Grade (I) will be designated as Sr. P.S (SG) and JE grade I(SG) respectively.

4.0

Appeal

An employee aggrieved due to his non-promotion may take recourse to the prescribed Grievance Procedure for redressal of the same.

5.0

General

The Management reserves the right to modify, cancel, add or amend any of these rules at any time.

WORKMEN PROMOTION POLICY

1.0 Objectives

The objective of the Company's Promotion Policy for employees in the Workmen Categories is to provide, keeping in view the organizational requirement, adequate growth opportunity consistent with merit and suitability.

2.0 General Principles

The following will be taken into account in promotion from one grade to the next higher grade:

2.1 Promotions will be effected only against vacant sanctioned posts.

2.2 Channel of Promotion (COP)

All the functional areas/disciplines will be suitably grouped into well defined channels of promotion taking into account the nature of duties and other relevant considerations; and the promotions will be effected strictly in accordance with the channels so laid down. The Channel of Promotion charts will also indicate the test, interview, minimum qualification and relevant experience if any which will be required for promotion to a certain grade.

Wherever channel of promotion indicates Trade test and interview, all eligible workmen under special dispensation also needs to qualify the Trade Test and interview for placement to next higher grade. Further, workmen have also to satisfy all the conditions of promotion relating to AARs, Disciplinary action/ Vigilance proceedings etc.

COP of drivers are applicable only to those drivers who are operating vehicle. Those drivers, who are not presently operating any vehicles, will be subjected to proper training for suitable deployments in technical fields like Technicians, Operators etc.

2.3 Categorization of workmen is done into two groups

2.3.1 The grades will be grouped into the following skill levels:

A) Technicians, Assistants, Stenographers, Storekeepers, Draftsmen, Operators, Drivers, Security Guards, Cooks, Artisans, Pharmacists etc.

W3 to W6	Skilled
W7 & above	Highly Skilled

B) Attendants, Mazdoors, Khalasis etc:

W0 & W1	Unskilled
W2 to W6	Semi-Skilled

2.3.2 Eligibility Period

The minimum length of service required to be rendered by an employee in his existing grade for being considered for promotion will be termed as eligibility period. The eligibility periods for promotion shall be as follows:

Promotion from a grade falling in the group of	Eligibility period (Years)
W-0 to W1	10
W-1 to W2 & W-2 to W3	6
W3 to W4 & above	4

The eligibility for workmen in Semi – Skilled group for W0 to W1 shall be ten (10) years and from W1 onwards up to W5 to W6 eligibility period shall be six (6) years at each level.

2.3.2.1 The grace period of one month is permissible for the purpose of determination of eligibility period for promotion in Workmen category as being provided to Supervisory and Executive category. Accordingly, the Workmen who have joined/ been promoted upto 1st February (F/N) of a calendar

year will be considered in the DPC to be conducted for promotion effective from 1st January and similarly the Workmen who have joined/ been promoted upto 1st August (F/N) of a calendar year will be considered in the DPC to be conducted for promotion effective from 1st July.

Workmen who are found suitable for promotion by the Departmental Promotion Committee will be considered for promotion effective from the dates as mentioned below:

- i) Workmen who complete the eligibility period together with the grace period as on 1st February (F/N) will be considered for promotion w.e.f. 1st January of that year.
- ii) Workmen who complete the eligibility period together with the grace period as on 1st August (F/N) will be considered for promotion w.e.f. 1st July of that year.

2.3.2.2 Special Dispensation to Stagnating Workmen

A) Special dispensation to the workmen with qualification of VIII standard:

All those workmen in Skilled Group who are below Matric but have VIII standard qualification will be considered for placement in higher grades with consideration period of five (05) years up to W11/SG as a special dispensation.

B) Special dispensation to the workmen with qualification below VIII standard

In order to provide growth opportunities to unqualified workmen (below VIII standard), such workmen will be considered for placement in next higher grades up to maximum level of W 8 for Skilled/Highly skilled group and up to W6 for unskilled/Semi-skilled group with consideration period of six(06) years at each level as a special dispensation.

¹Workmen on placement to next higher grade under the provision of special dispensation will be allowed the benefit of one increment as applicable in case of promotion.

The arrangement of Special dispensation will be personal to employees and shall continue till they attain the age of superannuation. It will be applicable only to those under-qualified and unqualified workmen who are on the rolls of the Corporation as on 17.01.2007.

2.3.2.3 Placement of Workmen (W7 & Above) in S1 Grade

A workman who is promoted to W7 grade, due to not possessing the requisite qualifications or not passing the Supervisory test / interview etc will be considered for placement in S1 grade if he:

- a) Acquires the prescribed qualification
- b) Qualifies in the supervisory test / interview etc

A workman promoted to W8 or above can also be considered for placement in S1 grade only on acquiring the prescribed qualification and passing the supervisory test / interview etc. In other words instead of lateral placement in corresponding Supervisory cadre on meeting prescribed requirement such placement shall be at S1 level only, which is induction level in Supervisory cadre. In case workman W8 and above does not wish to be placed in S1 grade in this manner, he will continue to move in the Workmen cadre as per available opening.

Placement in S1 grade will be subject to fulfillment of all the conditions for promotion in terms of the promotion policy. For award of marks on account of seniority, the service from the date of entry in W6 grade will be considered.

Seniority in the S1 grade will be counted from the date of actual placement in the S1 grade.

Pay Fixation on placement in S1 grade will be at the same stage of pay in S1 scale, if available, otherwise, at the next higher stage.

¹ IOM dated 232/10 dated 16.03.2010

- 2.3.3 E.O.L. on account of illness or for pursuing of higher scientific and technical/professional studies:- duly supported by a medical certificate from an authorized medical officer of the Company in case of illness and by a certificate from the Head of Department that the higher scientific and technical/professional studies are in the interest of Company's work, in case of leave for pursuing of such higher studies, will count for the purposes of computing the period of eligibility for the purpose of promotion.

E.O.L. taken on account of reasons other than illness or pursuing of higher scientific and technical/professional studies- will also count for computing the period of eligibility for the purpose of promotion provided it is for less than 3 months.

- 2.3.4 Where the employee placed under suspension pending enquiry, is held guilty by the disciplinary authority, the period spent under suspension shall not be treated as on duty/service. However, where the employee concerned is exonerated unconditionally, the period of suspension will also be treated as on duty/service.

Consequently, in all such cases where the employee is not exonerated, the period of suspension shall not be treated as on duty/service and will be excluded while working out the minimum eligibility period required to be put in by such employee in service/on duty under the promotion policy for being considered eligible for promotion to the next higher grade/scale of pay.

- 2.3.5 In case of both inter-unit and intra-unit transfers (irrespective of whether the transfer is inter-departmental or intra-departmental) of employees, the employees will be allowed credit for the entire period of service put in by them in a grade if the transfer is effected at the initiative of management. In case the transfer is due to an employee's own initiative, full credit for the entire period of service put in by him in a grade will be allowed subject however, to the condition that at least one year's service in the unit/post to which he is transferred will be necessary before he is considered for promotion.

2.4 Marking System

(i) Seniority Marks

The seniority marks will be as under:

Eligibility period of 04 years		Eligibility period of 05 years		Eligibility period of 06 years		Eligibility period of 10 years	
Years of service	Marks	Years of service	Marks	Years of service	Marks	Years of service	Marks
4	15	5	15	6	15	10	15
5	20	6	20	7	20	11	20
6	25	7	25	8	25	12	25
7 & above	30	8 & above	30	9 & above	30	13 & above	30

2.5 Annual Appraisal/Merit rating

Appraisal Forms/Merit Rating Reports in respect of each employee will be maintained on the prescribed forms, to be written at the end of every calendar year. Such reports may, however, also be asked for at any time other than the annual reports mentioned above at the discretion of the management. These reports will be kept in the custody of the concerned HR Department.

(i) AAR Marks in case of Workmen will be as under:

Ratings	Eligibility period of 04 years	Eligibility period of 05 years	Eligibility period of 06 years	Eligibility period of 10 years
Outstanding	7.5	6.0	5.0	3.0

Very Good	5.5	4.5	3.0	2.0
Good	4.0	3.0	2.5	1.5
Satisfactory	2.0	2.0	1.5	1.0
Not satisfactory	0	0	0	0

2.6 Test/Interview/Qualification Bar

In addition to fulfilling the other eligibility conditions, an employee must possess the requisite qualifications prescribed, if any, for the next higher post against which he is to be considered for promotion. Similarly, he must qualify in the test(s) and interview, if any, laid down for consideration for promotion to the next higher post.

2.7 Exemption from trade test/written test

2.7.1 Those Workmen/Supervisors who have qualified the Test i.e. Trade Test/Written Test/Supervisory Test as prescribed in the COP but not promoted either due to non-availability of vacancies or failing to qualify the interview will be exempted for re-appearing the same Test. However, while considering promotion in the next DPCs, such Workmen/ Supervisor have to re-appear in the interview again and their cases will be finalized keeping in view the performance in the interview, appraisal rating, disciplinary / vigilance record etc. as required in case of a fresh candidate. The marks secured in the Test qualified earlier will be taken into account by the DPCs. This will also be applicable for placement to higher grade under special dispensation for Workmen.

2.7.2 In case where promotion to higher grade involves qualifying both Trade as well Written/Supervisory Test and an employee has qualified only one of the prescribed Test then he will be exempted from re-appearing the Test in which he has qualified.

2.7.3 The above provision will be applicable from DPC-2010 onwards and the candidates who have qualified the Trade Test/Written Test/Supervisory Test during the DPC-2009 (Workmen and Workmen to Supervisor grade) and wherever such type of Trade/Written Test are admissible will also be exempted from re-appearing the test.

2.8 Honorarium Rate for Setting and Evaluation of Question Papers & Answer Sheets shall be as per Corporate HRD Honorarium Policy.

2.9 Reservation of SC/ST/PwBD

The directives of the Central Government/Company with regard to the reservation of posts for Scheduled Caste/Scheduled Tribe/Person with Benchmark disability(PwBD) candidates in the matter of promotion, issued from time to time, will also be kept in view while effecting the promotions of the employees.

2.10 Debarring

2.10.1 No employee whose latest confidential/merit rating report, whether annual or special is adjudged as "Adverse" will be considered for promotion.

2.10.2 No employee under suspension or against whom decision has been taken to charge-sheet, or where the charge-sheet has been issued or where a criminal case is pending against him shall be promoted until he is unconditionally reinstated or exonerated. In case of unconditional reinstatement or exoneration, he will be allowed promotion with retrospective effect, but the financial benefit accruing due to promotion will be allowed with effect from the date his promotion order is issued and no arrears will be payable on this account unless specifically mentioned otherwise in the promotion order. However, in respect of those employees who have been recommended for promotion by DPC and in whose case decision to issue charge-sheet has not been taken by the Competent Authority, order of promotion be issued in normal course.

The case of employees against disciplinary proceedings are pending or contemplated but are otherwise eligible for consideration for promotion shall also be considered by the DPC (Department Promotion Committee) along with all other cases. The recommendations of the DPC, including "unfit for Promotion" will be kept in a sealed cover. The cover will be so superscribed 'findings

² JOM dated 29.07.2022(Appraisal)

regarding suitability for promotion to the grade/post of in respect of Shri not to be opened till the conclusion of the disciplinary case/criminal prosecution against Shri The proceedings of the DPC need only contain the note, "The findings are contained in the attached sealed cover". The same procedure will be followed by the subsequent DPCs convened till the disciplinary case/criminal prosecution pending against the employee concerned is finally concluded.

In the event of delay in the conclusion of the disciplinary proceedings/criminal prosecution, the delay not being attributable to the charged employee, and the disciplinary proceedings/criminal prosecution against the employee concerned are not concluded even after the expiry of two annual DPCs from the date of the meeting of the first DPC which kept its findings in respect of the employee in the sealed cover, the Appointing Authority may review the case of the employee on adhoc basis, provided his case was recommended by DPC keeping in view the totality of the case, the availability of vacancy etc. The order of promotion should make it clear that the promotion is purely on adhoc basis, till further orders and it confers no right on the employee for regular promotion and that the Competent Authority reserves the right to cancel/ revoke the adhoc promotion or to revert, at any time the employee to the post from which he was promoted on adhoc basis, without any formal proceedings.

2.10.3 On conclusion of disciplinary cases / criminal prosecution etc. the promotion of the employee will be regulated as under:

- (i) If the employee concerned is finally acquitted and is fully exonerated, the sealed cover recommendation shall be opened and in the event the employee was recommended for promotion by the Committee, the promotion shall be made effective from the date as would otherwise have been announced as if there were no proceedings against him. The financial benefits accruing due to promotion will be allowed with effect from the date promotion order is issued and no arrear will be payable on this account, unless specifically mentioned otherwise in the promotion order.
- (ii) If any penalty is imposed as a result of the disciplinary proceedings or if he is found guilty in the criminal prosecution against him, the findings of the sealed cover shall not be considered. His case for promotion may be considered by the next DPC in the normal course and having regard to the penalty imposed on him. Such employee shall, however, not receive promotion during currency of the punishment and where adhoc promotion has been given as at 2.8.2 above; it will be cancelled/ revoked.

3.0 **Procedure**

3.1 **Written Test/Trade Test/Interview**

The above wherever prescribed, for the candidates fulfilling all the eligibility conditions as mentioned hereinbefore will be conducted once in a year in the same order. The number of eligible candidates to be trade-tested will be limited to three times the number of anticipated vacancies and all those who qualify in the test will be allowed to appear for an interview before the Departmental Promotion Committee. The test will be conducted by a Committee comprising of Chief General Manager's nominee, representative of the Head of Department where the vacancy exists/is likely to occur, an officer of the Training Department and Assistant Manager/Dy. Manager as nominated by the concerned Head of HR. Where, in addition to Trade-test and interview, the candidates are required to appear for written test also, the number of eligible candidates to be called for the Written Test should be limited to four/five times the number of anticipated vacancies. Out of those who qualify in the Written Test, the number of candidates to be called for Trade-Test and/or Interview will be limited to three times the number of anticipated vacancies.

3.2 Departmental Promotion Committees for selecting candidates for promotion to various grades/posts will be constituted by the Competent Authority.

3.3 Promotions will generally be based on seniority-cum-merit and the relative weightage for the different factors will be as follows:

Seniority	30 marks
-----------	----------

Appraisal Report/Merit Rating	30 marks
Test, Trade Test & Interview	40 marks
Total	100 marks

In cases where no test and/or interview is involved the total maximum marks will be 60. The merit rating reports for the last three consecutive years will be taken into account for the above purpose.

- 3.4 Based on the seniority position, the Merit Rating/Appraisal Reports and results of the test/interview, the position of the candidates will be arranged in order of merit by the Committee. The qualifying marks will be 50% in each of the items in respect of which the candidates are evaluated. However, the qualifying marks for SC/ST/PwBD candidates will be 40% in each of the items assessed.
- 3.5 Based on the above mentioned criteria, the list of the successful candidates will be drawn up by the Committee on which every member of the Committee will affix his signature. Thereafter the panel will be put up for the approval of the competent authority.
- 3.6 The approved list as well as the concerned papers/documents will be kept in the custody of the concerned HR Department, and the promotion orders in respect of the successful candidates will be issued by the concerned HR Department as per the vacancies. The promotions will be effected from two standard dates, namely 1st of January and 1st of July of every calendar year. The promoted employees will be placed on probation for a period of six months in case of change of cadre from Workmen to Supervisor, which may be extended wherever necessary.

If the performance of an employee during such probation including the extended period is not found satisfactory, he shall be reverted to the lower post and he shall not be considered for promotion for one year from the date of his reversion.

3.7 **DPC Periodicity**

DPC may be conducted one in a year in the month of July with the following modalities:

DPC in July

Eligibility to be seen as on 1st Jan & 1st July

Combined vacancies would be released against which both groups i.e. 1st Jan & 1st July shall be considered.

Successful candidates shall be promoted from their date of eligibility i.e. 1st Jan or 1st July as the case may be.

Those found unsuitable would be considered for promotion after one (1) year. For example, if one is dropped in Jan 2007 he would be considered for promotion in Jan 2008 and similarly if dropped in July 2007 he would be considered for promotion in July 2008.

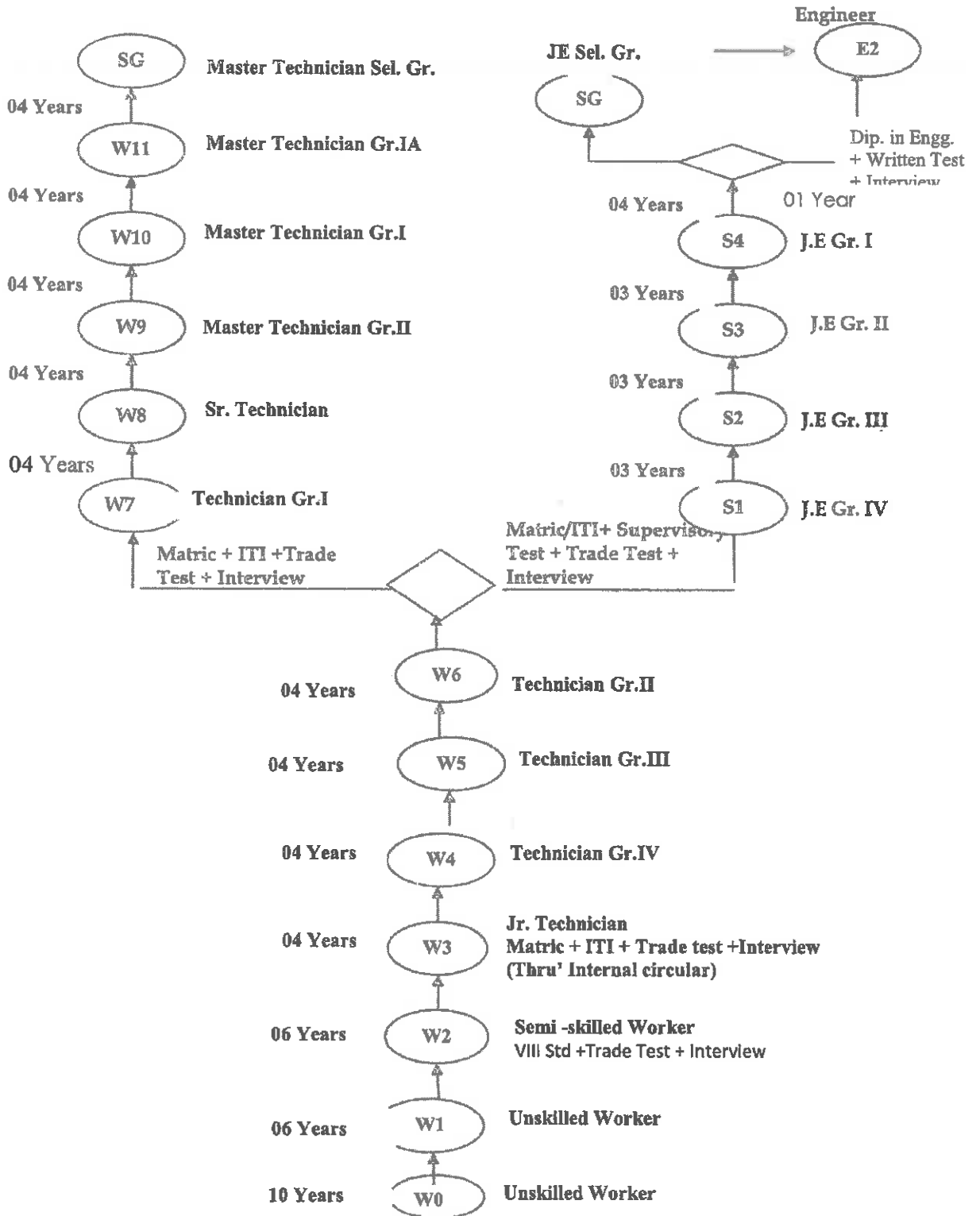
4.0 **Appeal**

An employee aggrieved due to his non-promotion may take recourse to the prescribed Grievance Procedure for redressal of the same.

5.0 **General**

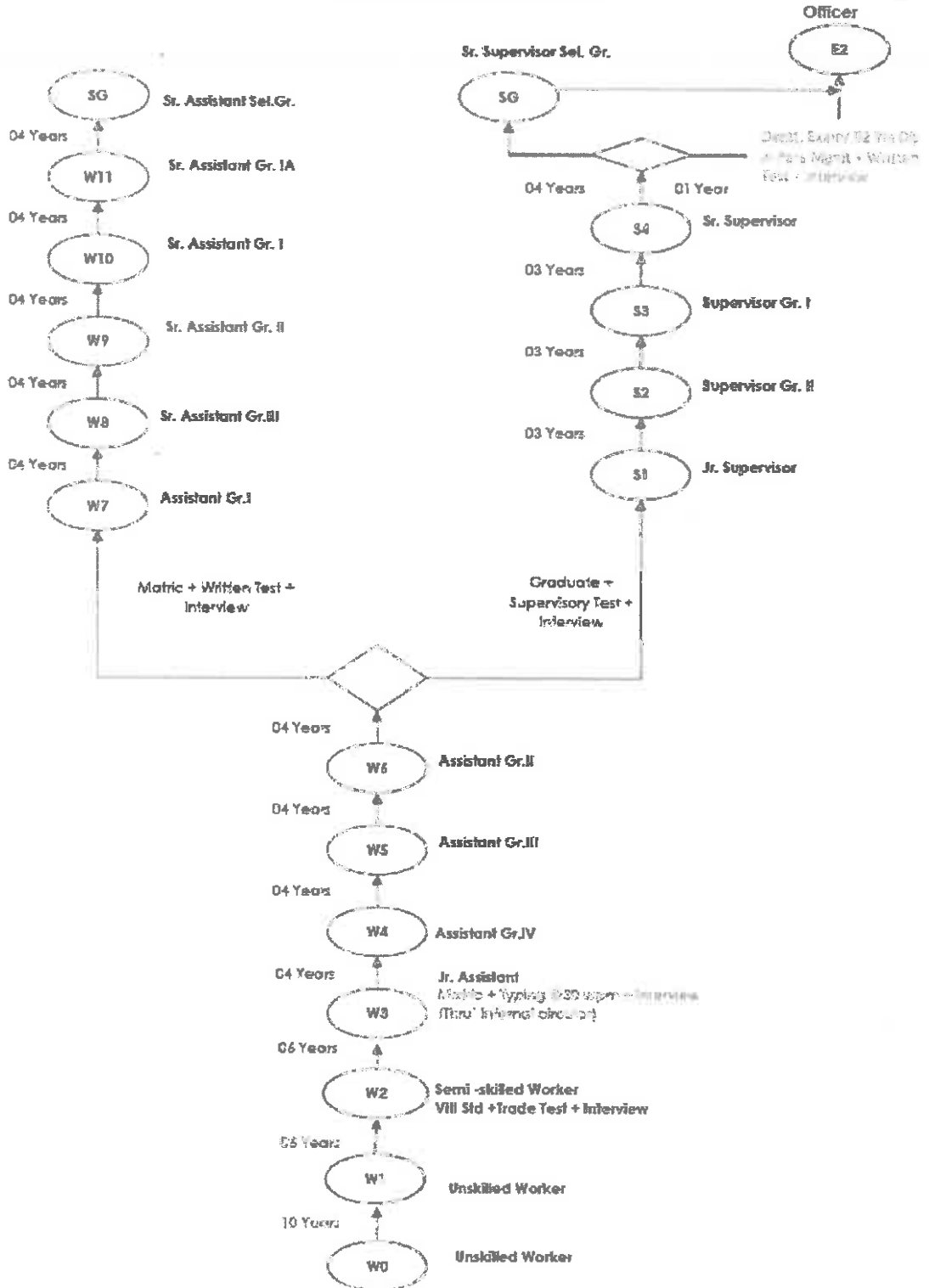
The management, reserves the right to modify, cancel add or amend any of these rules at any time.

Trade: Technician
Area: Transmission System

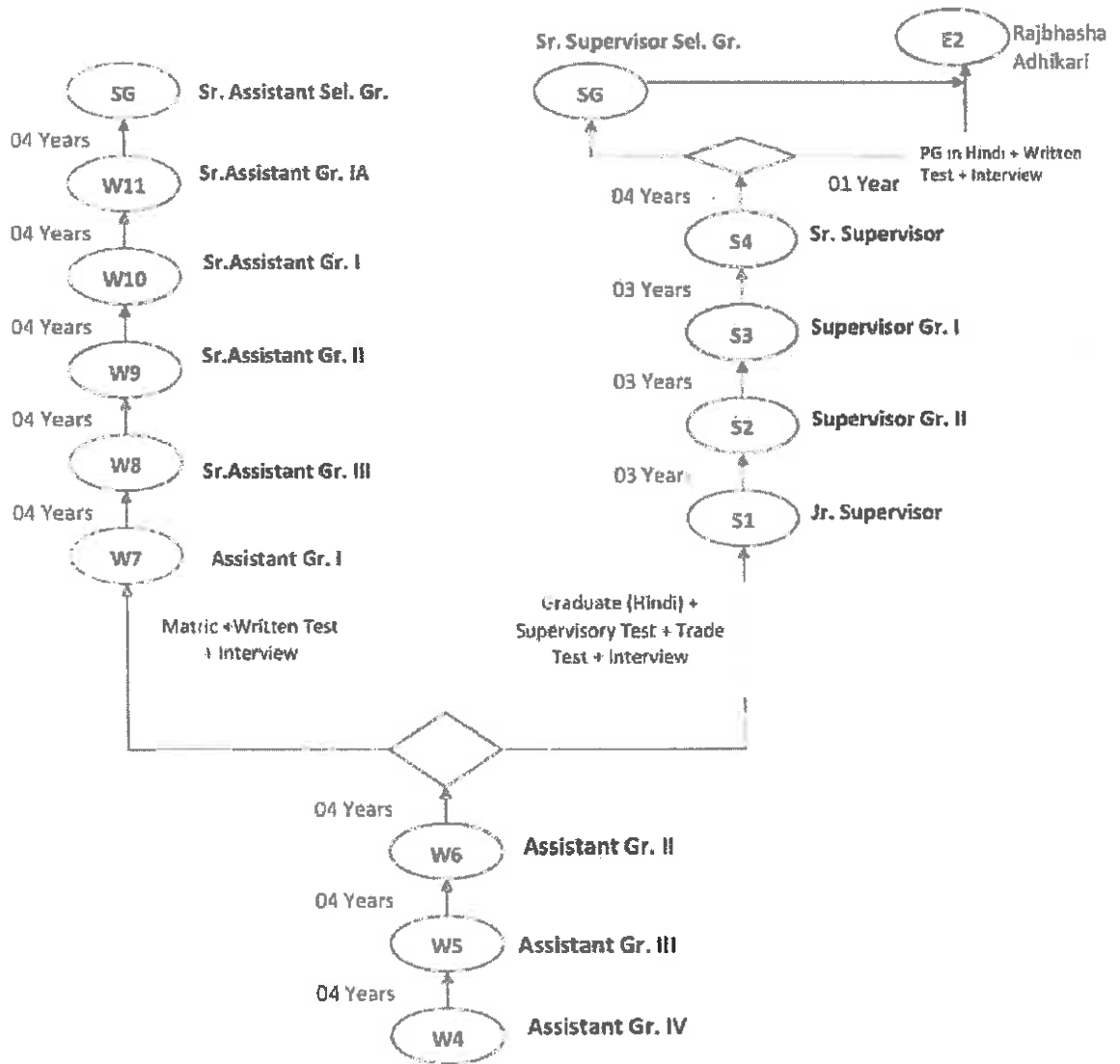


Trade: Assistant

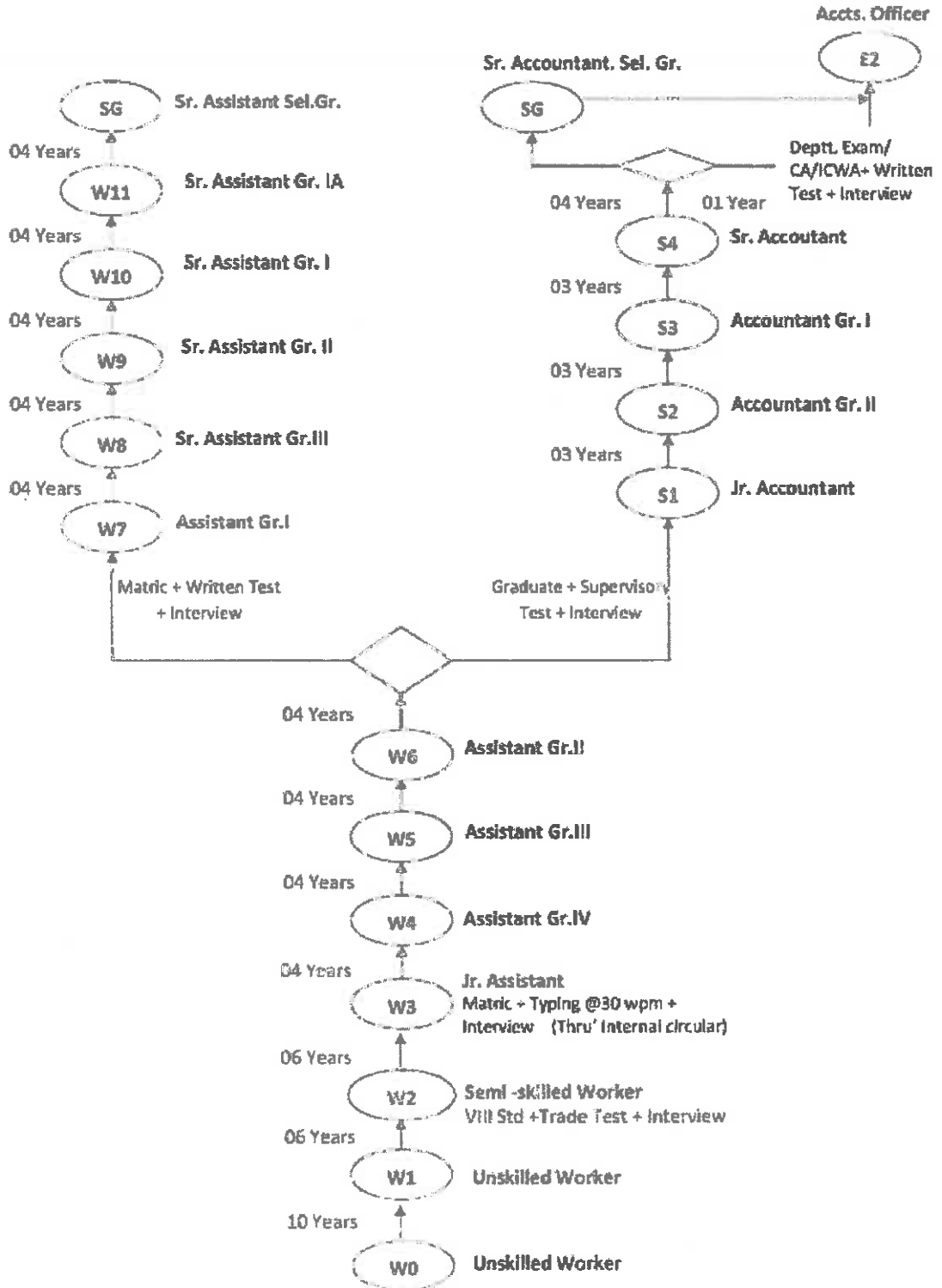
Area: General (HR & Admin)



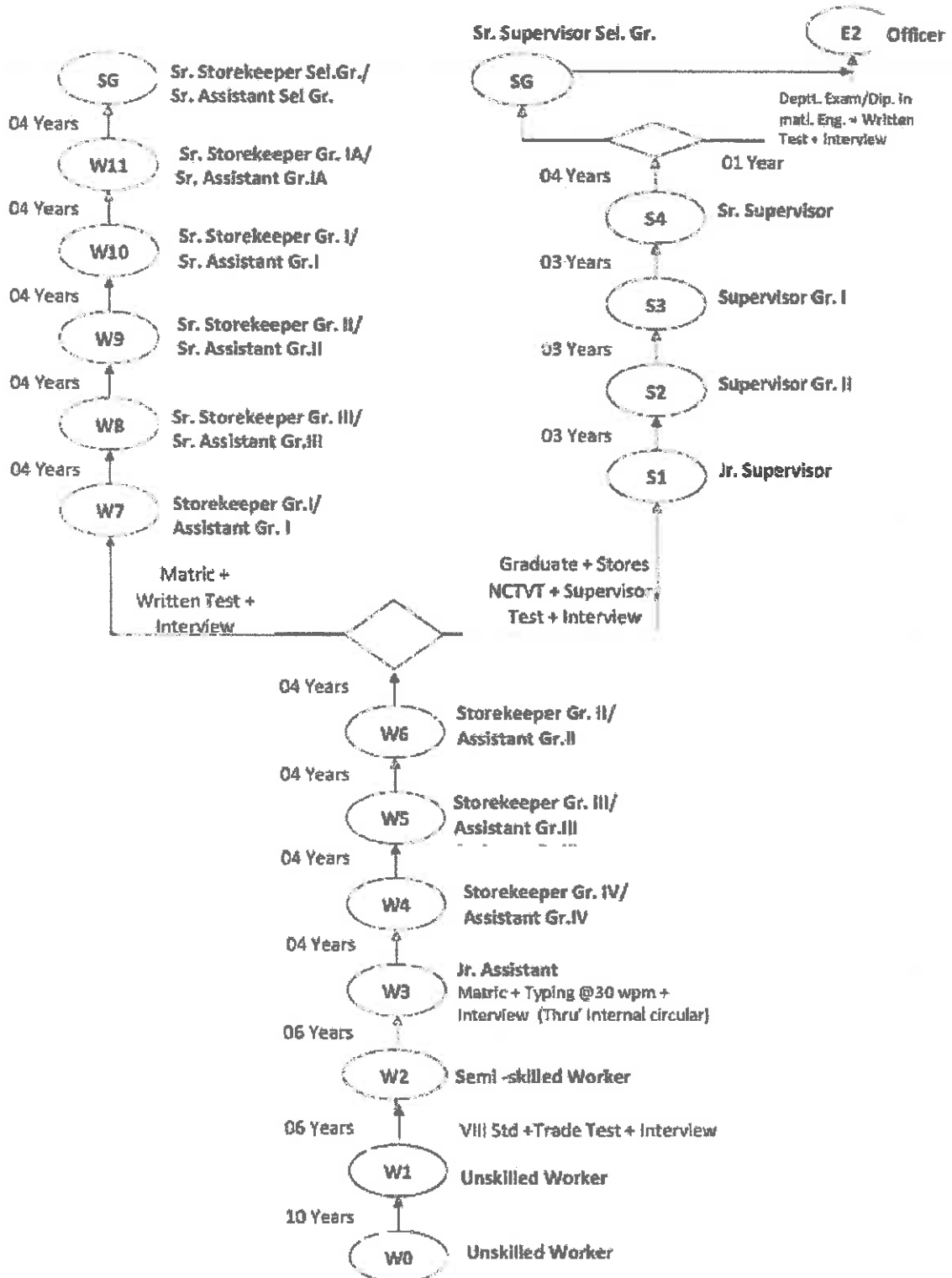
Trade: Assistant
Area: Raibhasha



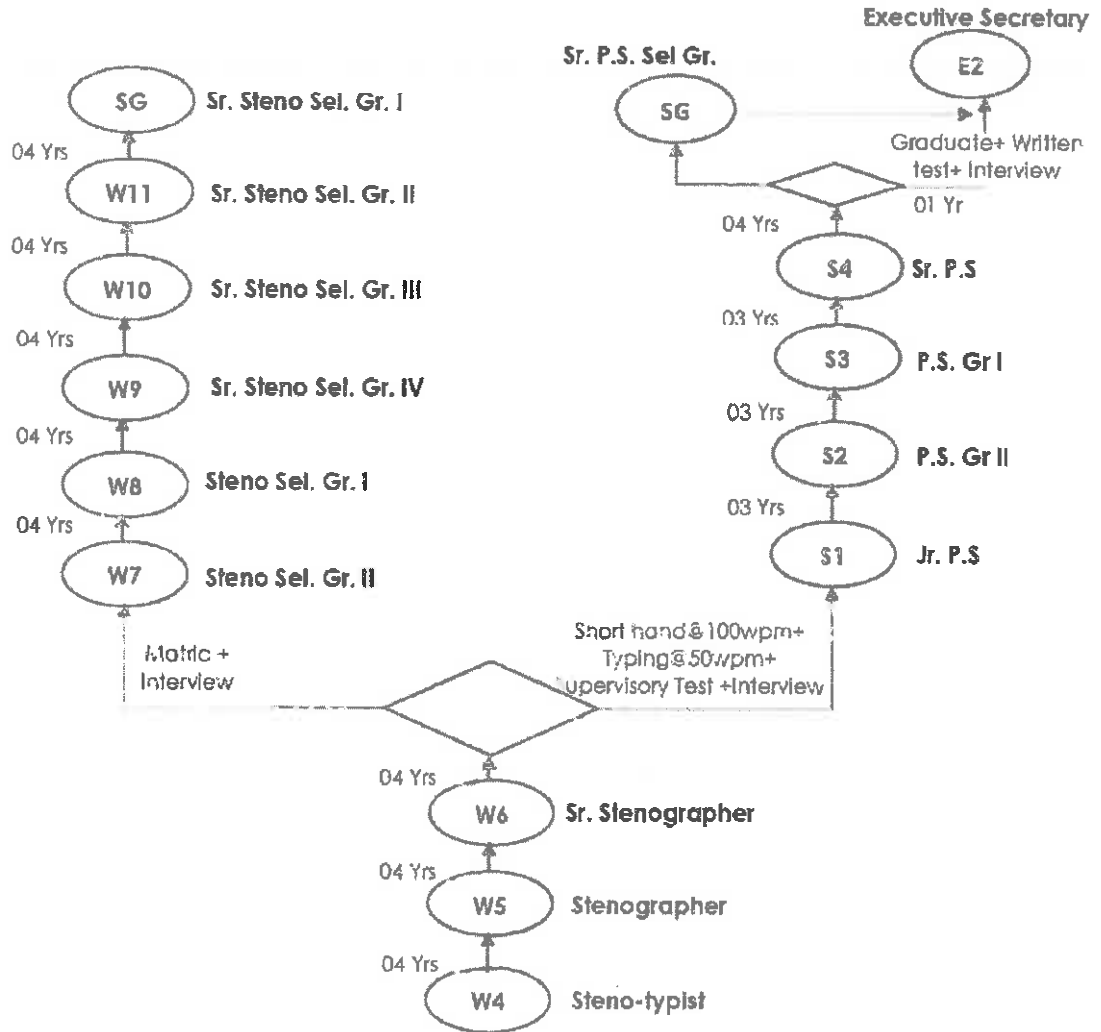
Trade: Assistant
Area: F & A



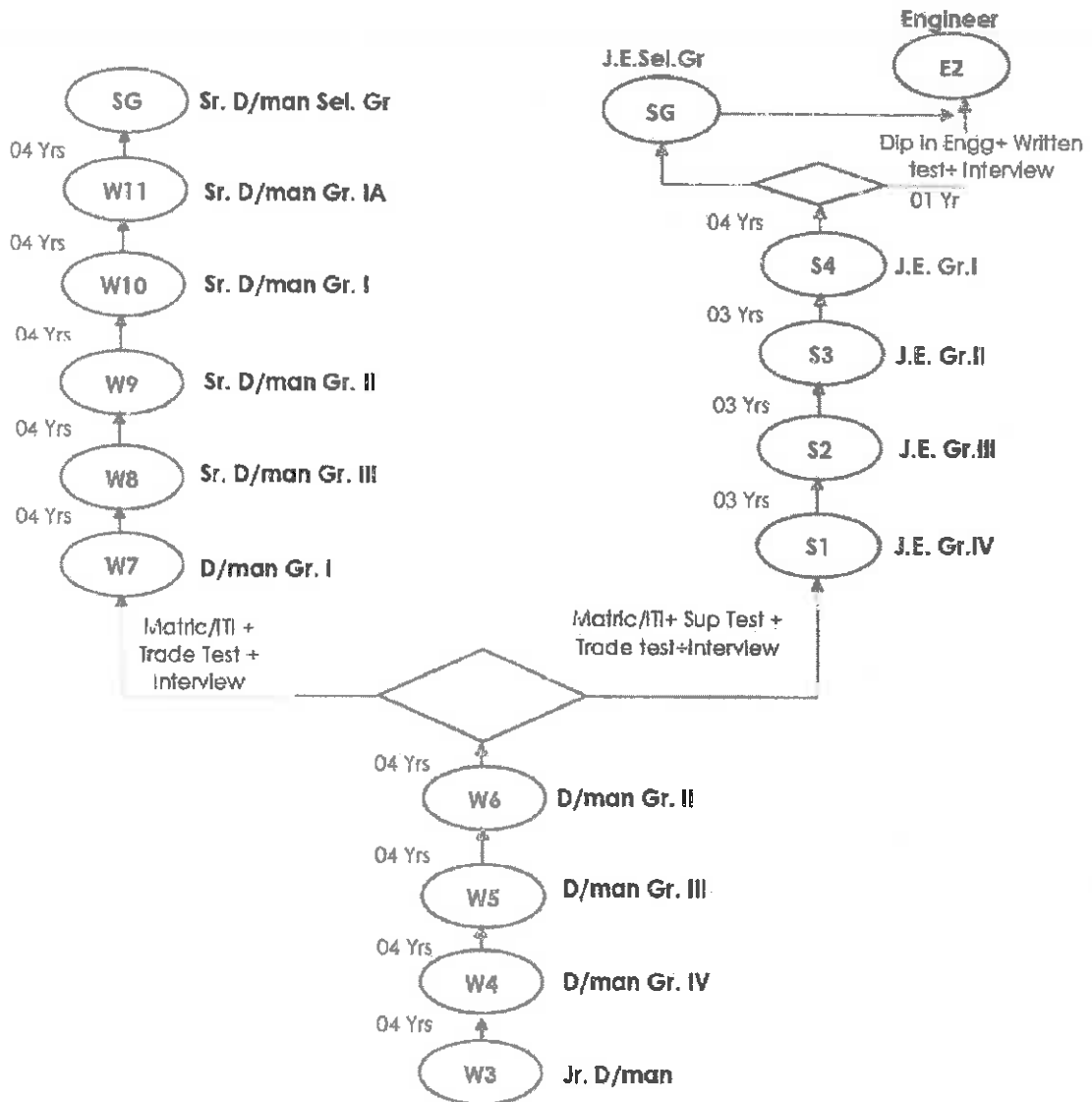
Trade: Storekeeper/Assistant
Area: Contracts & Materials



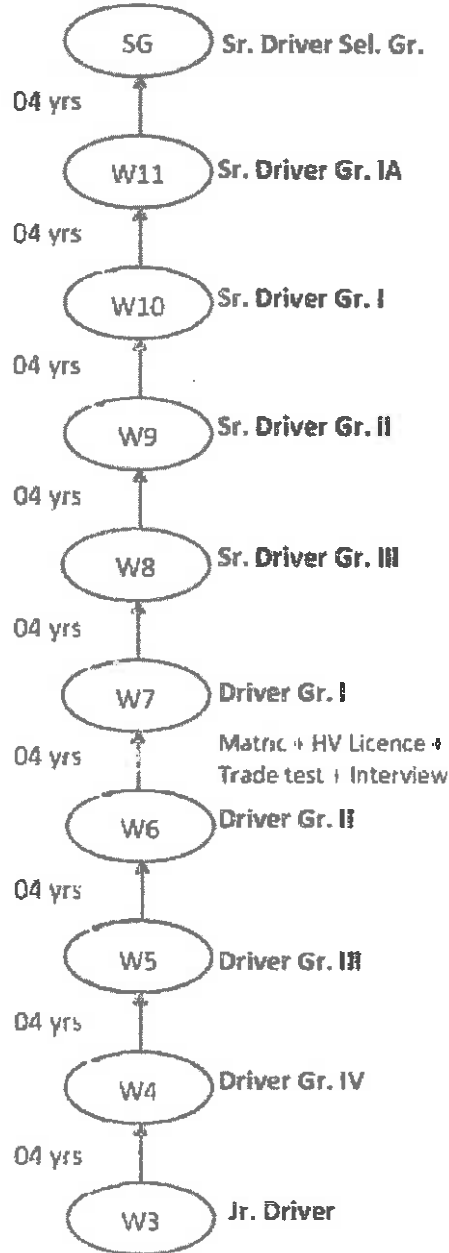
Trade: Stenographer
Area: Secretarial



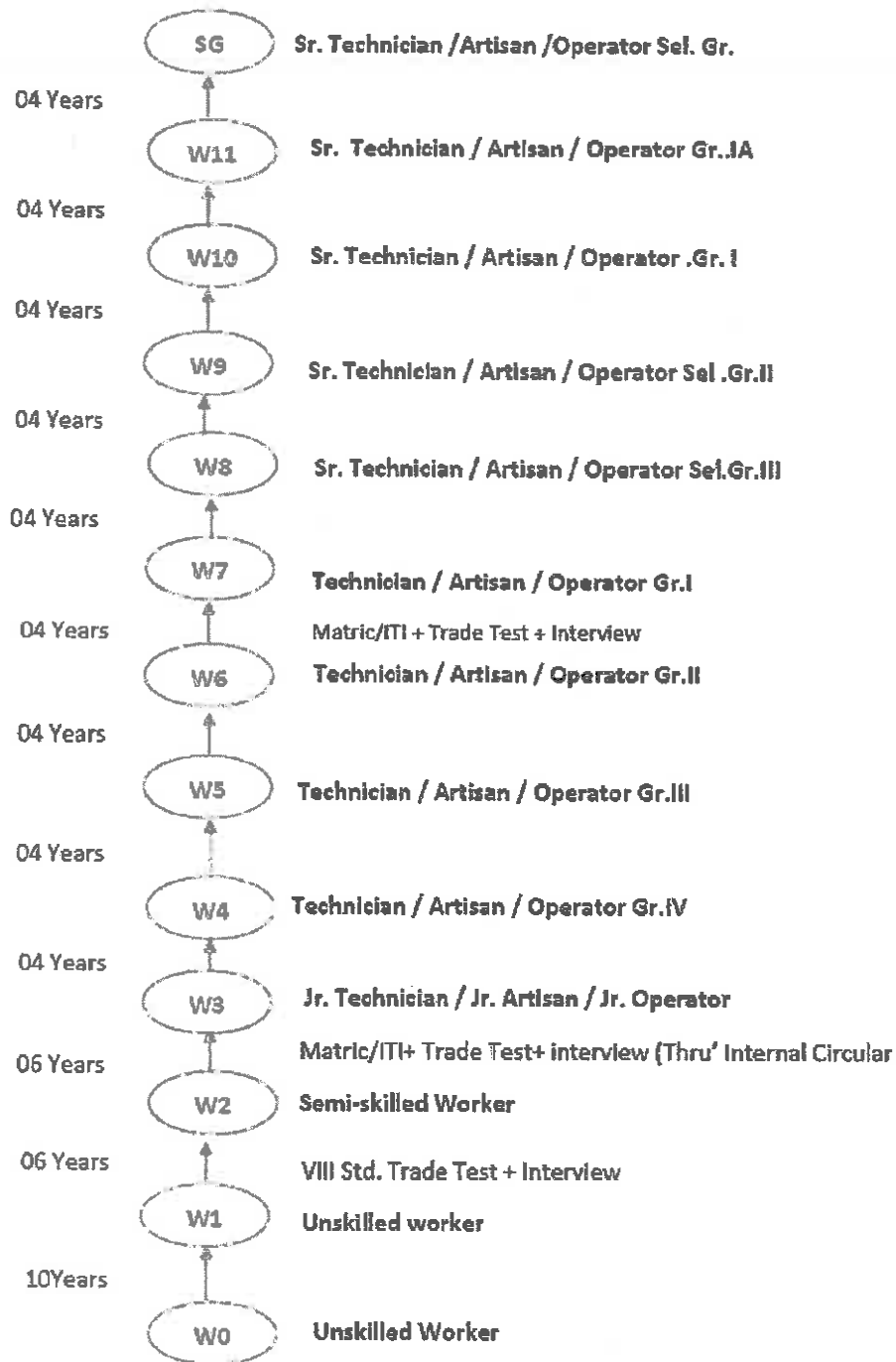
Trade: Draughtsman
Area: Engineering, Planning



Trade: Driver
Area: Vehicle Operation



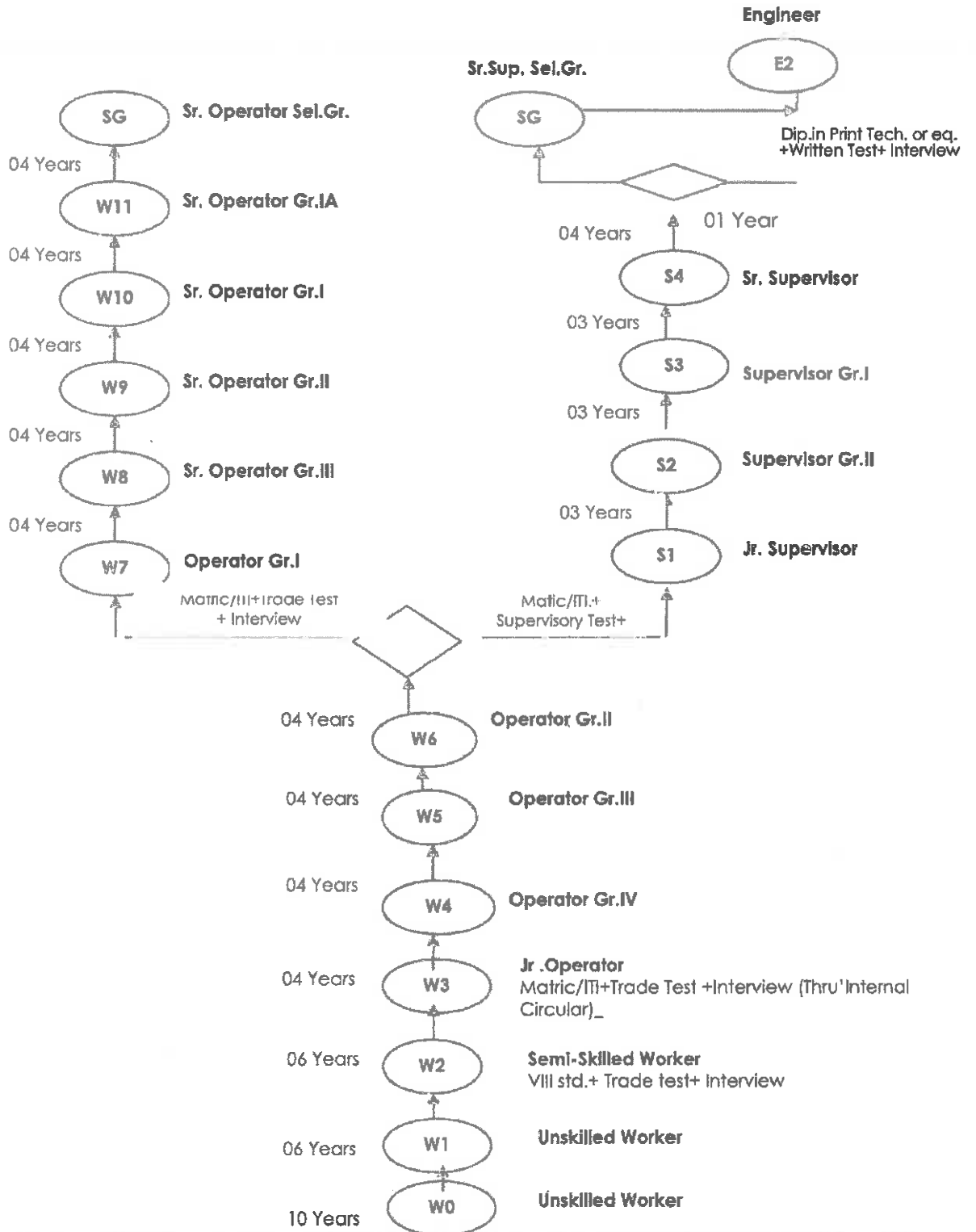
Trade: Artisan/Operator
Area: Utilities



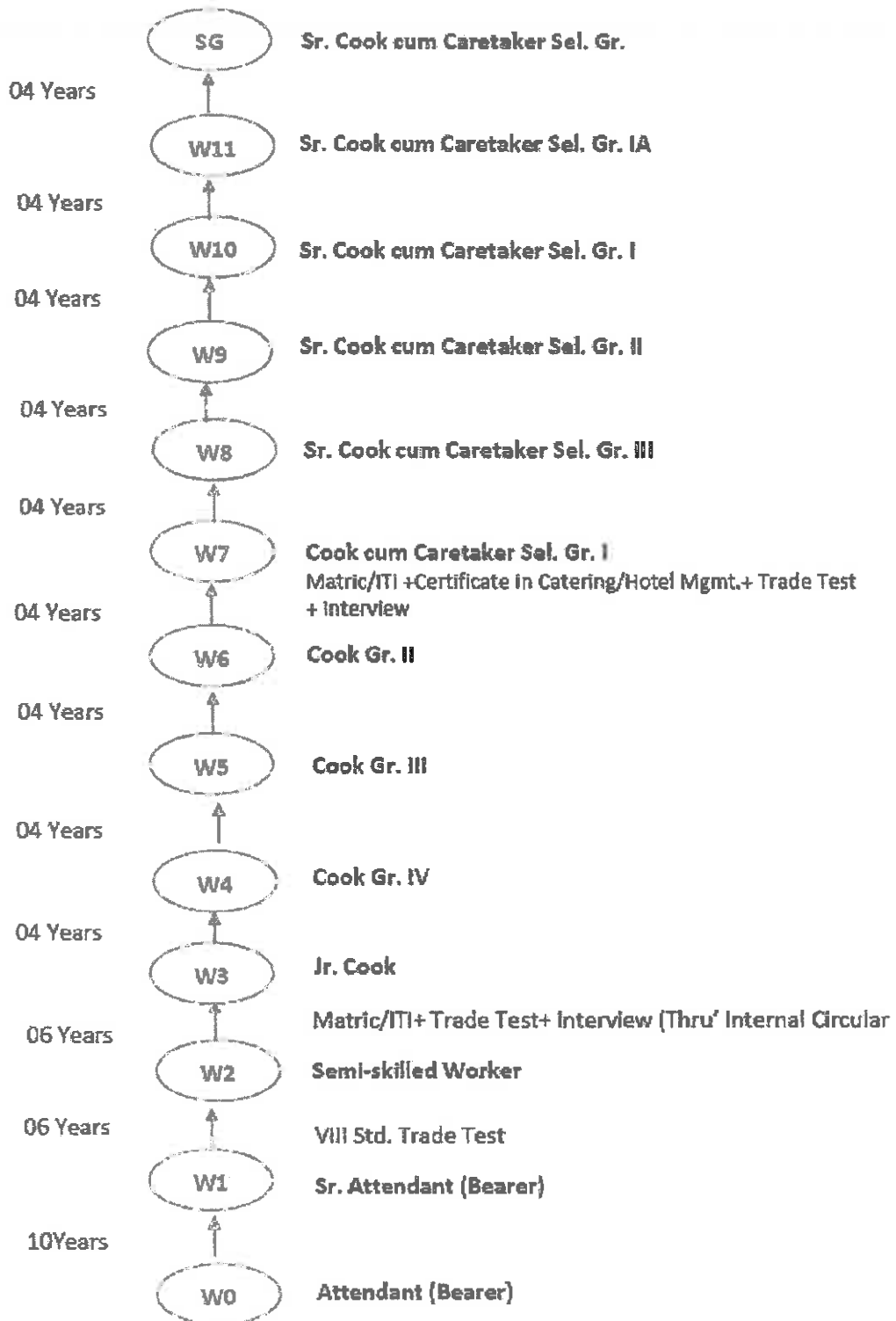
Trades: Artisan : Plumbers, Carpenters, etc
Operator : Water Supply Pump, DG Set, Crane, Lift ,etc.

Note : The movement to next higher level will be within one's respective trades.

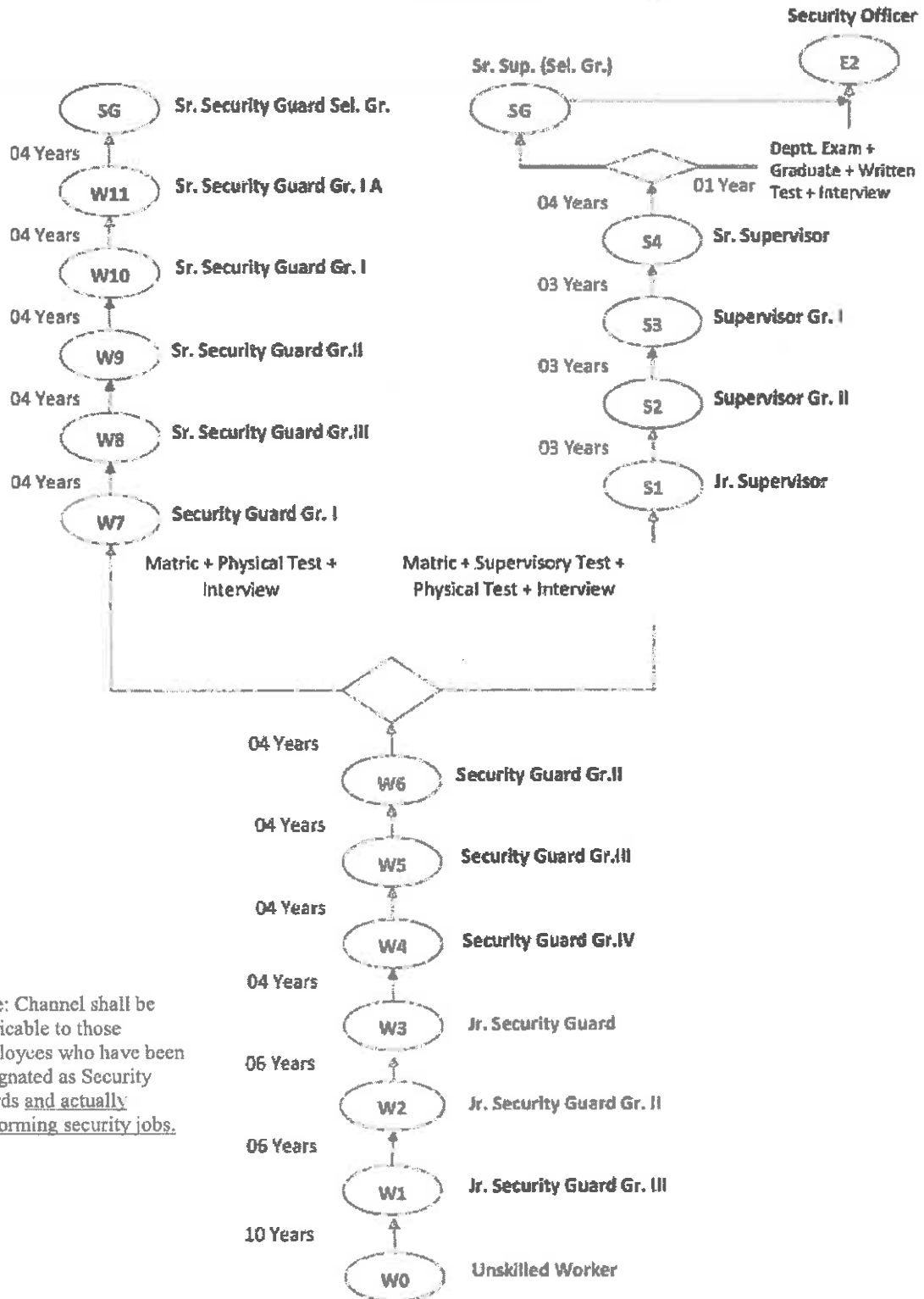
Trade: Operator
Area: Print Room Operation



Trade: Cook
Area: Guest House

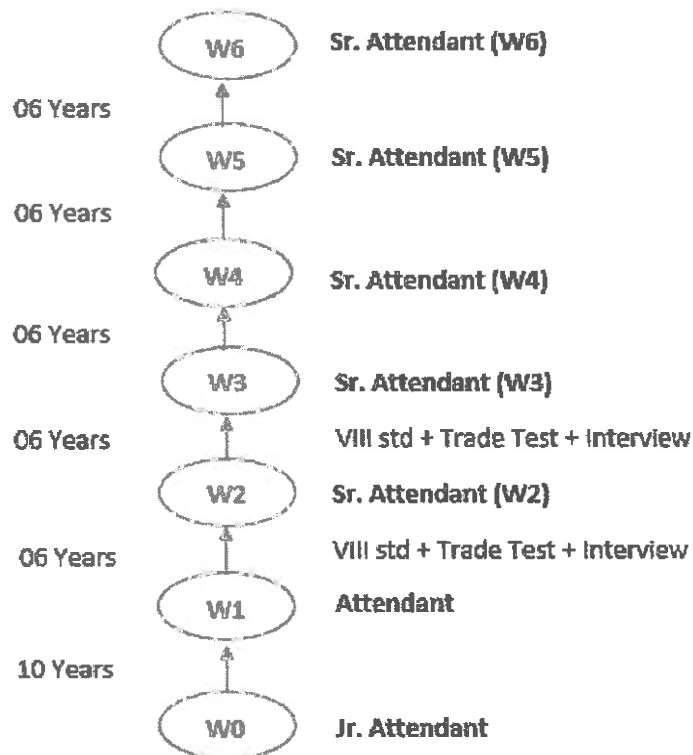


**Trade: Security Guard
Area: Security**



Note: Channel shall be applicable to those employees who have been designated as Security guards and actually performing security jobs.

Trade: Attendant
Area: General



Trade : Chemist
Area : Regional Test Laboratory

