

TRIPURA STATE ELECTRICITY CORPORATION LIMITED

(A Govt. of Tripura Enterprise)



MEMORANDUM

In its desire to eradicate the dissatisfactions and grievances of a section of employees working in Tripura State Electricity Corporation Limited (TSECL) regarding awarding of CDCs to the next higher posts time to time, Board of Directors of the Company in its 85th meeting held on 18th February, 2020 approved the '**TSECL Policy for providing full charge of duty in the next higher post in the same office or same line of promotion – 2020**' (copy enclosed as Annexure - 1).

All concerned are hereby requested to perform accordingly henceforth.

(Dr. M. S. Kele)

Managing Director

Tripura State Electricity Corporation Limited

No.F.CMD/92.0/TSECL/ 302-23

Dated, ___/02/ 2020

Copy to:

1. PS to the Deputy Chief Minister, Government of Tripura for kind appraisal of the hon'ble Minister please.
2. The Principal Secretary, Power Department, Government of Tripura for kind information.
- 3 – 4. The Director (Technical/ Finance), TSECL.
5. The Company Secretary, TSECL.
6. The General Manager (Technical), TSECL.
- 7-19. The Additional General Manager, DP & C/ C & SO/ Generation Circle/ Transmission Circle/ EC- I, Agartala/ EC-II, Agartala/ EC-Sepahijala/ EC- Gumati/ EC-Belonia/ EC-Khowai/ EC-Dharmanagar/ EC-Unakoti/ EC- Dhalai for onwards circulation among all under their span of control.
- 20-21. The Deputy General Manager (Corporate/ HRD), Corporate Office, TSECL for compliance.
22. The Deputy General Manager (IT), Corporate Office, TSECL to upload the '**TSECL Policy for providing full charge of duty in the next higher post in the same office or same line of promotion – 2020**' as annexed herewith in the official website of TSECL.

Managing Director

Tripura State Electricity Corporation Limited

TSECL POLICY FOR PROVIDING FULL CHARGE OF DUTY IN THE NEXT HIGHER POST IN THE SAME OFFICE OR SAME LINE OF PROMOTION – 2020

1. Preamble:

Tripura State Electricity Corporation Limited (TSECL) has started its journey on the 1st day of January 2005 inheriting the physical, financial and human resources from Power Department, Government of Tripura. Over the period of time, TSECL has established itself as a growth oriented public utility service providing PSU of Tripura. During corporatization in 2005 almost all the engineering officers of Power Department were deputed to TSECL with a condition that their service will be regulated in terms of employment conditions of their parent Department. Records reveal that some posts were also created in TSECL for recruitment of engineering officers at entry level [Manager (Electrical/ Mechanical/ Civil/ Electronics)] in 2007 onwards besides the posts of top management like Chairman (Non-Executive), Managing Director, Director (Technical), etc. But the posts like General Manager (Technical), Additional General Manager, Deputy General Manager, and Senior Manager are filled-up by the employees of Power Department who are on deputation in TSECL. Never the less, many posts were created in such levels under Power Department during restructuring of the Corporation through Tripura Power Engineering Service Rules, 1987 (7th Amendment 2017); majority of such posts are lying vacant due to legal complications pending in the Hon'ble Supreme Court of India. As such, in the organogram of TSECL, two types of posts available – some created under Power Department and others created under TSECL. Statistics reveal that presently, more than 53% engineering posts of Power Department and over 32% engineering posts of TSECL are lying vacant. Resultantly, there is a vacuum created in the Corporation specifically in the middle management. Against this backdrop, with a view to running the organization smoothly, there is a long practice of providing full charge of duty in the next higher post in the same office or same line of promotion with honorarium on lump sum basis which is popularly known as Current Duty Charge, CDC in short in the Corporation. But the Corporation does not have any policy for providing such benefits to its employees which has become a cause of dissatisfaction and grievance among the deprived employees. As such, the following guidelines are hereby formulated for providing CDC to the engineering officers working in TSECL. These guidelines will be followed as policy in letter and spirit.



2. General Guiding Principles:

2.1 Full charge of duty in the next higher post in the same office or same line of promotion with honorarium i.e. CDC to the employees working in TSECL will be given on the basis of following criteria:

- a) Seniority.
- b) Experience: Generally, while giving CDC to the engineering officers in TSECL, experience criteria will be considered in a similar pattern as it is mentioned in Tripura Power Engineering Service Rules, 1987 (7th Amendment 2017). To be more specific, an engineering officer who has rendered his/ her regular service not less than 3 years as Manager, Grade – ‘A’ will be considered for giving the charge of Senior Manager on CDC. Similarly, not less than 7 years regular service as Senior Manager will be required for giving the charge of Deputy General Manager on CDC, not less than 7 years regular service as Deputy General Manager will be required for giving the charge of Additional General Manager on CDC, and not less than 5 years regular service as Additional General Manager will be required for giving the charge of General Manager on CDC. However, Selection Committee will have the full power to trim down the experience criteria up to any level on case to case basis for smooth functioning of the Corporation.
- c) Date of Retirement: Employees whose service is left for less than 6 (six) months will not be considered for providing CDC in spite of his seniority as he/ she becomes eligible for obtaining notice regarding his/ her retirement on superannuation.
- d) There should not be any adverse report in the Annual Confidential Reports (ACRs) of the employee concerned for last 3 (three) years.
- e) There should not be any Departmental Proceeding pending against the employee concerned.
- f) There should not be any Vigilance Proceeding pending against the employee concerned.
- g) There should not be any Criminal Proceeding pending against the employee concerned.

If any employee do not fulfills any of the above criteria, his/ her name will not be considered for giving CDC in spite of his/ her seniority.

2.2 *Employees' Freedom:* Holding of higher position on CDC is not obligatory on the part of employees. The employees will have full freedom not to hold higher

position on CDC. Management will not take any adverse action against employee(s) concerned for such denial. However, such employee(s) have to communicate their denial in black and white addressed to the Managing Director, TSECL with a copy to the General Manager (HR), TSECL.

2.3 *Reservation:* While giving full charge of duty in the next higher post in the same office or same line of promotion with honorarium to the employees working in TSECL, reservation for ST/ SC employees as per the policy of Government of Tripura will be followed. However, with a view to smooth functioning of the Corporation, if suitable ST employee is not available for any particular post, CDC may be given to suitable SC employee and vice-versa. Similarly, if neither suitable ST employee nor suitable SC employee is available for any particular post, CDC may be given to suitable employee belongs to UR category. However, effort should be made to maintain the reservation ratio as far as possible.

2.4 *Degree – Diploma Ration:* Distribution of higher posts on CDC among the Degree engineers and Diploma engineers will be maintained in such a ration for any particular post as mentioned in Tripura Power Engineering Service Rules, 1987 (7th Amendment 2017) as far as possible.

3. Selection Committee and Coram:

Full charge of duty in the next higher post in the same office or same line of promotion with honorarium i.e. CDC to the employees working in TSECL will be given by the MD, TSECL as per the recommendation of the Selection Committee as below:

- | | | |
|------|---|--------------------|
| i] | Managing Director | - Chairman |
| ii] | Director (Technical)/ General Manager (Technical) | - Member |
| iii] | Director (Finance)/ General Manager (Finance) | - Member |
| iv] | General Manager (Human Resource) | - Member |
| v] | Deputy General Manager (Corporate) | - Member Secretary |
| vi] | Any degree holder engineer belongs to ST category, not below the rank of DGM as a representative of both degree engineers and ST category employees
(to be nominated by the MD, TSECL) | - Member |
| vii] | Any diploma holder engineer belongs to SC category, not below the rank of DGM as a representative of both diploma engineers and SC category employees
(to be nominated by the MD, TSECL) | - Member |

For Coram of the Selection Committee, minimum 4 (four) out of above 7 (seven) members are require to remain present in the meeting of the Selection Committee wherein presence of Sl. No. i, vi, and vii are mandatory.

4. Honorarium & other Benefits of holding higher posts on CDC:

6.1 *Honorarium:* In pursuance of memorandum No.1(5)-FIN(EXPDT-II)/2019/1123-1267 dated, 26.08.2019 and earlier Memo No.No.F.1(1)-FIN(G)/81/P-I dated, 03.02.1997 and 19.09.1998 of the Finance Department, Government of Tripura, the Board of Directors of TSECL has already enhanced the rate of Honorarium from Rs.300/- to Rs.1000/- per month w.e.f. 1st September, 2019 for holding full duty charge of a higher post in the same office or in the same line of promotion for more than 3 (three) months; which has already been circulated by the TSECL Corporate authority vide memorandum No.F.9(9)-TSECL/Estt.-I/2019/29635-82 dated, 29.08.2019. This enhanced rate of Honorarium may further be enhanced from time to time with the concurrence of TSECL Board as well as the Finance Department, Government of Tripura.

6.2 *Other Benefits:* i] Employees holding full duty charge of a higher post in the same office or in the same line of promotion will be eligible for enjoying the benefits of mobile facility, vehicle facility, etc. as per company policy as applicable for the higher post;

ii] Employees holding full duty charge of a higher post in the same office or in the same line of promotion will exercise full administrative and financial power of the higher position to which he/she has been posted on CDC;

iii] Experience gathered in higher position on CDC will be considered as the experience of that higher post in case of direct recruitment in TSECL.

5. Guidelines for Implementation:

7.1 The above guidelines as 'TSECL Policy for providing full charge of duty in the next higher post in the same office or same line of promotion – 2020' will be effective with effect from the date of issue of memorandum in this regard by the TSECL Corporate authority on approval of the same by TSECL Board.

7.2 If any instruction/ guideline issued in this regard earlier by TSECL, it will be treated as superseded.

7.3 In implementing this policy, fairness and transparency should be maintained by all concerned in all respect with a positive frame of mind.



(Dr. M. S. Kele)
Managing Director