



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.  
HUMAN RESOURCES DEPARTMENT

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MSETCL/HR/PADA/ 297

Date 21 JUL 2011

**CIRCULAR**

**Sub :** Submission of Property Return.

- Extension of date of submission of initial Property Return from 31.05.2011 to 31.08.2011.

**Read:** Administrative Circular No. 266 dated 10.05.2011.

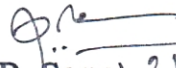
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As per the Administrative circular cited above, the initial property returns were to be submitted before 31.05.2011 by the employees in Pay Group I, II & III. The non submission of this return within one month of closing date i.e. 30.06.2011 was liable for fine as per para no.9 of the circular.

2. On review of the status of submission of property returns it is found that very less number of employees have submitted property returns. Therefore employees who have not submitted property returns shall be liable for fine.

3. However, considering the purpose of the circular to enable submission of property return and not to impose fine, the Chairman & Managing Director has granted extension to submit the property return up to 31.08.2011. The non-submission of property return thereupon shall be liable for fine as per para no.9 of the Admin. Circular cited above and no further relaxation/extension shall be granted.

4. It is re-iterated that it is binding on employees to submit initial and regular property return in form I & II and III & IV respectively. Hence, it is requested to comply with the same within stipulated time to avoid any administrative hassle.

5. All other terms & conditions of the Admin. Circular cited above shall remain unchanged.

  
(S.D. Sone) 21.7.11  
Chief General Manager (HR)

To,  
All as per mailing list of MSETCL.