

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED
(A Govt. of Maharashtra Undertaking)
CIN: U40109MH2005SGC153645

ISO 9001:2008

Office of the Chief General Manager (T&S)

Eklahare-Nashik

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No.CGM/T&S/NSK/Dept.Exam/Timetable/

Date:

000644 - 4 MAY 2017
C I R C U L A R

Sub: Time-table of various departmental examinations from July, 2017 to Dec, 2017.
Invitation of applications form, for enrollment of dept. examination.

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The Time-table of various departmental examinations from July, 2017 to Dec, 2017 is given as below.

Applications are invited from the eligible employees who intend to appear to respective examination. All dept. Examinations will be held at Nashik and Amravati.

Sr.No.	Name of Examination	Date of Exam.	Last Date for submission of application.
1	91 st Professional Exam.	22/23.07.2017	04.07.2017
2	124 th Lower GAD Exam.	27.08.2017	10.08.2017
3	97 th Lower Accounts Exam.	23/24.09.2017	07.09.2017
4	105 th Higher GAD Exam.	28/29.10.2017	12.10.2017
5	97 th Higher Accounts Exam.	25/26/27.11.2017	09.11.2017
6	105 th Marathi Language Exam.	17.12.2017	07.12.2017

The detailed subject wise /topic wise/paper wise/ examination wise/ date wise time table and prescribed application form is also appended herewith. The same is available on website www.mahadiscom.in, www.mahatransco.in, www.mahagenco.in. Emergency changes occurred in programme schedule will be intimated accordingly.

91st Professional Examination

Date of Exam.	Time of Exam.	Paper No.	Subject/topic
22.07.2017	10.00 to 13.00	1	Indian Electricity Rules 2005 Electricity Act 2003 (with books)(100 marks)
22.07.2017	14.00 to 17.00	2	Indian Telegraph Act 1885&Electricity Act 2003 (with books)(100 marks)
23.07.2017	10.00 to 13.00	3	Elements of Commercial Accounts & Cost Accounts (without books)(100 marks)
23.07.2017	14.00 to 17.00	4	Labour Laws & GAD matters, MSEB Service Regulations, CPF Regulations & Board's Standing Orders (with books)(100 marks)

Note: 1) For Civil Engineer, Paper I & II each will be of 50 marks and of 1.30 hrs duration. Paper III & IV will be of 100 marks and of 3.00 hrs duration.

2) It is necessary for Asstt. Engineer (T&D) to pass in Paper No. I (Electricity Act 2003 and Electricity Rules there under) and Paper II, III, IV for Dy.EE and above.

3) As per G.S.O. No 4 dtd.14-05-1955 no examination has been prescribed for Assistant Engineer (Civil) as they are not very much concerned with the provision of the Electricity Act in their duties on Civil Engineering works and Junior Engineers may be allowed to appear for the examination when they are promoted as Assistant Engineers.

4) The case of exemption in Paper III of Prof. Examination will be decided in pursuance of provision of Admin Circular No. 466 dtd 19-07-13. On production of documentary evidence i.e. Post Graduate Degree Certificate & Mark sheets must be attested by Pay Group I or II Officers with remark as "Verified from the Original Degree Certificate and Mark sheet found correct" with his/her signature and stamp etc.

124th Lower GAD Examination

Date of Exam.	Time of Exam.	Paper No.	Subject/topic
27.08.2017	10.00 to 13.00	Only one paper	GAD Matters, Store Matters, Commercial matters. (with books) (100 marks)

97th Lower Accounts Examination

Date of Exam.	Time of Exam.	Paper No.	Subject/topic
23.09.2017	14.00 to 17.00	1	Establishment Matters and Precise writing (with books)(100 marks)
24.09.2017	10.00 to 13.00	2	Office Procedure, Consumer Bill & C.P.F.Regulations (with books)(100 marks)
24.09.2017	14.00 to 17.00	3	Book Keeping & Elementary Costing (100 marks)(without books)

The cases of exemption in Paper III of Lower Accounts Examination will be decided in pursuance of provision of Adm.Cir No. 345 dtd. 23-06-2011 on production of documentary evidence i.e. degree certificate and marksheet must be attested by Pay Group I or II Officers, with remark as "Verified from the original Degree certificate and Mark sheet and found correct" with his/her signature and stamps etc.

In switchover cases a copy of the switchover order from the Competent Authority i.e. Appointing Authority must be attached along with the application form.

While forwarding the application of Higher GAD / Higher Accounts Examination of LDC or UDC recruited in direct recruitment should fill-in information of passing Lower Accounts /Lower GAD Examination in Col No 12 and attach relevant documents, which is mandatory. Unless submission of above information, Roll Nos. will not be allotted to the examinee.

105th Higher GAD Examination

Date of Exam.	Time of Exam.	Pap er No.	Subject/topic
28.10.2017	14.00 to 17.00	1	Noting & Drafting Procedure Relating to Pay, TA, etc. (with books)(100 marks)
29.10.2017	10.00 to 13.00	2	Establishment/Commercial/Stores Matters etc. (with books)(100 marks)
29.10.2017	14.00 to 17.00	3	Labour Laws & Electricity Acts and Rules (with books)(100 marks)

96th Higher Accounts Examination

Date of Exam.	Time of exam.	Pap er No.	Subject/topic
25.11.2017	10.00 to 13.00	1	Advanced Accounting & Auditing (without books)(100 marks)
25.11.2017	14.00 to 17.00	2	Stores & Works Accounting (with books)(100 marks)
26.11.2017	10.00 to 13.00	3	Cost & Management Accounting (100 marks) (Without books)
26.11.2017	14.00 to 17.00	4	Precis Writing, Service Regulations, Classification & Recruitment Regulations, Seniority Regulations & CPF Regulations (with books) (100 marks)
27.11.2017	10.00 to 13.00	5	Industrial Laws & G.Os. (with books) (100 marks)
27.11.2017	14.00 to 17.00	6	Electricity Act 2003 & MSEB Office Procedure(with books) (100 marks)

The cases of exemption in Paper I & III of Higher Accounts Examination will be decided in pursuance of provision of Admin Circular No. 345 dtd. 23-06-2011 on production of documentary evidence i.e. degree certificate and marksheet must be attested by Pay Group I & II Officers with remark as "Verified from the original Degree certificate and Mark sheet and found correct" with his signature/stamps etc.

Employee who have given exemption in Paper I and III in Higher Accounts Examination earlier, in that case employees concerned should write the information of exemption in detail along with reference no. and date against appropriate column which will be very helpful for declaring the result.

105th Marathi Language Examination.

Date of Exam.	Time of Exam.	Paper No.	Subject/topic
17.12.2017	10.00 to 11.30	1	Written Marathi Language Examination (50 marks)
17.12.2017	11.30 to 13.00	2	Oral Examination (50 marks)

105th Marathi Language Exam- (For employees of Class I ,II & III who have not passed SSC/HSC Examination with Marathi Subject, Written & Oral Exam is compulsory) for Pay Gr IV employees only Oral exam.

The employees who intend to appear to respective examination should submit their applications in their own hand writing in the prescribed form, which is available on website of www.mahadiscom.in / www.mahatransco.in / www.mahagenco.in below to this letter. Each candidate/examinee should write his full name and C.P.F. Account no. on the application form.

Each and every column of the application form should be filled in neatly and properly. No column should be left blank. Applicant should write his CPF A/c No. in the place provided. The applicant should mention all details of the examination i.e. Exam. No., Seat/Roll No., of the examination in the application form, without fail in which he has got exemptions in one or more papers to avoid back references and keeping their results in abeyance for want of required information. Applicant should take care that their applications are received in this office on or before the date mentioned against respective examination, in this circular.

Applications received after due date of submission, /incomplete applications, will not be accepted and will be summarily rejected. They will not be considered for allotment of Roll Nos. This should be brought to the notice of all applicants and such applications should not be forwarded to this office. Application sent by Fax will not be accepted please note.
Address for sending Applications:-

Asstt.Gen.Manager (HR),
Training & Safety
M.S.E.D.C.Ltd. Chummery No.I, At & Post Eklahare,
Taluka & District Nashik - 422 105

And email Id: amhrexam@gmail.com

(Note: Sending of application from on email-Id is only for correspondence. Submission of the "HARD COPY" of the application form is "COMPULSORY")

All Department Heads, Superintending Engineers & Executive Engineers are requested to bring this circular to the notice of employees working up to Sub divisional Offices. Copies of the circular should be sent to Sub Divisional Offices and wide publicity should be given to it.


No accommodation facility is provided.

Cognizance Letter/Hall Ticket is COMPULSORY in the prescribed format only.

The candidate must bring Hall Ticket/Letter of Cognizance (2 copies-Original and Duplicate) and only valid Identity Card of Company for appearing the examination in examination hall. Unless having above documents, employee will not be permitted to enter the examination hall for appearing the examination, under any circumstances.

This Circular is available on Company's Website hence, no hard copy is sent to any Office.

Encl: 1) Prescribed Application form.
2) Prescribed form Of Cognizance letter/Hall Ticket.
3) Prescribed application form for verification of marks as per
C.S.No.393 dtd. 27-06-1993.


Chief General Manager (T&S)
Eklahare.

Copy submitted with respect to:
The Exe. Director (HR) MSEDCL, MSETCL, MSPGCL Mumbai.
----- For kind information please.

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED
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Common Application Form for Departmental Examination (LOWER/HIGHERGAD/
LOWER/HIGHER ACCOUNTS/PROFESSIONAL EXAM/ MARATHI LANGUAGE EXAM) to
eligible employees working in MSPGCL, /MSETCL, / MSEDCL

Name of Exam _____ Exam No _____ Date of Exam ____/____/____

Mention particulars of Exam Name / Exam No / date for which appearing)

Note: Application to be filled in by the candidate in his own handwriting

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PART I (To be filled in by Exam Cell)

1. Sr.No. _____
Roll No / Seat No. _____

Affix recent
passport size
photo with duly
attested by
Controlling
Officer with
seal of Office.
(DO NOT
STAPLE)

PART- II

1. Name in full Surname/Shri/Smt :- _____
First Name :- _____
Fathers/Husbands Name :- _____
2. C.P.F.No :- _____
3. Mobile No. :- _____
4. Present Designation :- _____
5. Designation at the time of joining :- _____
6. Date of joining in the Board/Co :- _____
7. Date of joining in the present Post :- _____
8. Cadre to which allotted (Accounts/GAD/Stores/Civil/) :- _____
9. Present place of working S/Dn _____ Divn _____
Circle _____ Zone _____
- Office Contact No with STD Code :- (_____) (_____) _____
10. Company to which attached (GENCO/TRANSCO/DISCOM) :- _____
11. Examination Centre (NASHIK / AMRAVATI) :- _____
12. Educational Qualification :- _____
13. Details of passing Lower GAD/Accounts: A) Exam No & Dt Exam _____
B) Roll No _____
C) Result O.O.No & Date: _____

Employee Name & C.P.F No. :- _____

NAME & NO. OF EXAMINATION :- _____

PART III

14. Attempt No (in case of second or more attempts) give details

Attempt No	Roll No	Examination No	Date of examination

15. Whether appearing for all Papers (Yes / No) _____

(a) If no, papers appearing now _____

16. Whether appearing for part thereof, if so, give details of exemptions and previous exam passed.

(Attach attested Xerox copies of exemption order)

(All columns, should be filled in)

Exempted in which papers	No of exam	Roll No	Marks Out of 100	Result / Exemption Office Order No & Date

17. Whether permission given for switchover from Accounts to GAD Cadre or vice versa, if so give details as below

a) Give details of Office Order No & Date _____
(Also, attach attested Xerox copy of the switch over order)

Employee Name & C.P.F No. :- _____

NAME & NO. OF EXAMINATION :- _____

18. If permission as above is not granted, please mention whether necessary written undertaking as per G.O. 7 and C.S.No 6 dtd 02-07-73 to GSO 110 is submitted.

Or otherwise (Give details) _____

19. Date of submission of application _____

20. Remarks if any _____

DECLARATION

I, hereby declare that the information given above against each column is correct according to my knowledge and belief. The Xerox copies of exemption orders are also attached and duly attested by Pay Gr I Officer. If any discrepancy or incorrectness is found in the information, action as deemed fit may be initiated against me.

DATE.

Signature of the Candidate

PART -IV

Name & Address of Office

Outward No.GAD/EXAM/

DATE:

1. The details mentioned in the application by the above employee working in the division/ circle office/ zonal office have been verified from his/her Service Book and are found to be correct.

2. The Xerox copies of exemption order attested by pay group I officer of the Company are seen by me and they are found to be correct. The copies are attached herewith.

Signature of Certifying/Controlling Officer with
Name Of Office (Office Rubber stamp)
(To be signed not below the rank of
Executive Engr. / Dy.EE /A.E.)

NOTE: Application by fax will not be entertained on any ground as the fax matter cannot be read after some time. All columns should be filled in, if the columns are not applicable it should be written "Not applicable". Incomplete applications / Not submitted through Controlling Officers, are rejected/ filed without any action and correspondence, please note.

APPLICATION FOR VERIFICATION OF MARKS

Note : Candidate should attach original Money Receipt with application form & submit the same **through proper channel along with full office address.**

1. Name of applicant : _____
2. C.P.F. No. : _____
3. Designation : _____
4. Mobile No. : _____
5. Present place of working with : _____
Full address of Dn/Circle/Zone : _____
: _____
6. Exam Name & Number appeared : _____
7. Date of Exam : _____
8. Roll No. : _____
9. O.O.No. & Date under which Result has been declared. : _____
10. Name & No. of Paper in which Verification is sought. : _____
11. Marks obtained : () out of ()
12. Particulars of verification fees Paid. : (i) Amount _____
(ii) M.R.No. _____ (iii) Date _____ (iv) Office _____

Date:

Place:

Signature of Applicant.

Signature of the Officer
of the rank of Sub Divisional
Officer & above.

TO,
The Chief General Manager (T&S)
M.S.E.D.C.L. Eklahare, Nashik Rd