



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
HUMAN RESOURCES DEPARTMENT

Phone No, (022) 26598595/26595000
Fax:- (022)26598587/26592001

Plot No, C-19, Prakashganga, 2nd floor
Bandra-Kurla Complex,
Bandra (E), Mumbai-400051.

MSETCL/HR/MC/FL/

No 0 2 9 2 5

Date: 23 FEB 2011

To,

- 1) All C.E. in field office.
- 2) A.G.M. (HR-Tech)/(HR-NT), Corporate Office, Mumbai.
- 3) A.G.M. (HR), EHV CC O&M Zone, Aurangabad/Amravati/Pune

Sub: Provision for leave encashment on retirement.
Submission of details thereof..

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The MSETCL has given assignment to M/s. K.A. Pandit, Consultant & Actuaries, Mumbai for valuation of liability of Earned Leave encashment on retirement for making provision for leave encashment as per Accounting standard 15 i.e. (AS15). The information is now required for one year i.e. on 31.03.2011.

You are, therefore, requested to forward the data **Circlewise/Major Storewise in MS Excel format** in respect of employees/officers those who are in the service as on 31.03.2011 in the enclosed format.

The consolidated information of Zone in hard copy with C.D. should reach the Assistant General Manager (HR-Claims), Corporate Office, Mumbai within a one week positively after 31.03.2011 or email on mgr4hr.mahatransco.in.


Asstt. General Manager (HR-Claims)

Copy to:-

The Senior Manager (HR), MSETCL, EHV Constn. Cum O&M Zone,
Nashik / Nagpur / Washi / Karad / Aurangabad / Nagpur / Amravati/
Pune/SLDC, Kalwa.

Sr. No.	Name of the Employee & CPF No.	Date of Birth	Date of Joining	Salary entitlement for				Gross Salary	Accumulated EL	Accumulated HAP	Remarks
				Basic	DA	CLA	FB				
1	2	3	4				5	6	7	8	9