

PUNJAB STATE ELECTRICITY BOARD
(FINANCE SECTION)

FINANCE CIRCULAR
NO. 35/1993

To

- 1) All Engineers-in-Chief & Chief Engineers,)
- 2) All Superintending Engineers,) PSEB
- 3) All Executive Engineers,)
- 4) All Sub Divisional Officers, in the PSEB.

Memo No.15192B/153293 /VI/213/V-4

Dated: 7-9-1993

Subject: Recording/Checking of measurements and finalisation of accounts.

It has been observed through reports of Chief Engineer/T.A. that works of recording/checking of measurements and finalization of material at site Accounts is being neglected/ignored. The position in case of Bhikhiwind Sub Division is found to be desperately poor where only 7% measurements of material consumed were recorded in years 90-91, 91-92 & 92-93, with regard to works completed, but not even a single measurement stood checked by the S.D.O. during this period thereby exposing to risk of pilferage/misappropriation of material.

In order to take stock of the situation, it has been decided that Kens/Divisional Accountants/S.D.Os/J.Es/S.D.Cs primarily responsible for accumulation of arrears should devote additional time to clear the backlog at their level.

1. At first instance for rural areas, work of recording/checking of measurement should be completed for 1990-91, 91-92 & 92-93 and in urban areas, this work be completed for last five years i.e. 1988-89, 89-90, 90-91, 91-92 and 1992-93. This work should be completed upto 31.12.93 by all means. If, in any Sub-Division, these targets are completed earlier due to less pending work, they can move to earlier years for this purpose. Pending accounts of earlier years, if any, may be completed/cleared from 1.1.94 to 31.3.94.

All Kens/SDOs/JE-I should check measurements as per standing instructions on every Saturday. Some working days can also be utilised but Saturday should be permanently fixed for this purpose. SDCs/Divisional Acctts. should also work on Saturdays to check accounts and work out shortages, if any.

After 31.12.93, disciplinary proceeding may be initiated against Kens/DAs/SDOs/JEs/SDCs, who fail to clear backlog on this account. All CIs/SEs should discuss this arrear work in monthly review meeting w.e.f 9/93. Services of A.Es Leave Reserve/Officers/JEs-I of different Sub Divisions can be pooled to clear the backlog under specific orders of concerned Ken/SE.

Concl. 2, 2

2. To have a proper check over the material drawn by JEs, "Material Control Register" for the year ended 31.3.93 (Format enclosed) may be maintained in the Sub Division, where the account of each JE in regard to material drawn by him shall be kept. The register will also indicate nomenclature of work, Sanctioned Estimate No. and Date, Amount of estimate and provision for material in the estimate. The register is to be kept JE wise for the Sub Division as a whole and separate folio may be set apart for each work. Initially, the registers should be prepared by the SDC from 1988-89 to 92-93 and checked by the Divisional Accountant with reference to entries made in the works Register (CE-21). Separate register for Capital and O&M Works are to be maintained for each year. In case, a work had been spilled over to the next financial year, the particulars would also be carried over to that register of next year.

The work of preparing the "Material Control Register" with regard to drawal of material against each work for last 5-years and its checking by Divisional Accountant be completed upto 31.10.93. Duplicate copies of Material Control Registers be kept in Division office year wise and Sub Division wise.

3. Once measurement has been checked, no Store Return Warrant be allowed to be operated thereafter.

4. Some J.Es try to cover up shortages in Capital Works by drawing material against Maintenance Works in excess to requirement. S.D.Os should also check Material Estimate Control Register (MAT-28) for maintenance works regularly and they should ensure that material is drawn against Maintenance Works as per actual requirement. Material for Maintenance Works should not be allowed to be misutilised. The shortages of material against Mtc. Works be also worked out in MECR (MAT-28) in accordance with instructions as applicable in case of Capital Works.

5. An account of all material drawn is maintained in Form CE-26 "Register of Initial (Works) Accounts" for works estimated cost of which is one lakh or more. For works estimated cost of which is less than Rs. One lakh, the account is kept in Form MAT-28 "Material Estimate Control Register" (Previously known as Form-4). It may be further mentioned that MAS Account of all major works are required to be finalized by the Divisional Office. But so far as position of minor works is concerned, the record of which is kept in MECR (MAT-28), the Material Accounts are finalized at Sub Division level and the Register at no point of time reaches the Divisional Office

and therefore, no check is exercised by the Divisional Acctt./Ken, except during Annual Inspection of Sub Division by the Ken and Divisional Acctt.

6. Likewise, an account of all materials actually used on the works is required to be kept in the " Measurement Book of Material used on electric work (CE-30) and the procedure for checking the material issued direct to an estimate for Electrical Works as laid down in Chapter XVI of the Manual on Capital Expenditure and fixed Assets has to be followed. The Measurements are recorded in this book by the JE and checked by the S.D.O. This book also remains confined to Sub Divisional Office. However, in case of all major works, SDO is to check measure the entries in Part-IV of Initial Works Register before being submitted to the Divisional Office. Therefore, at present, Divisional Accountant is not accountable for the finalisation of measurements/check measurements recorded in case of minor works, which account for more than 90% of the value of material in case of DS Divisions.

7. Now, it has been decided to make Ken/Divisional Acctt. accountable for finalization of Accounts both in respect of Minor Works(Capital) and Maintenance Works. Accordingly, Kens/Divisional Acctts. shall finalize the material accounts of major works and monitor the progress of finalization of minor works at the level of SDO/SDC, through Material Control Register. They should ensure that the material drawn/purchased by various JEs under the Division, has been recorded in relevant register, measurements recorded/checked and accounts finalised, as detailed in the Material Control Register, maintained in the Sub-Division.

8. There should be brief sketch of each line on back of EMB/IWR showing spanwise length, size of conductor and nos. of poles etc. to facilitate checking at site.

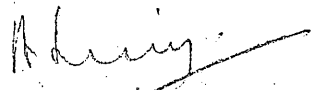
9. SEs/CEs will also monitor progress and should ensure that the backlog in respect of material accounts is cleared by 31.12.93 by devoting additional time by the staff.



10. The Material Control Register should be prepared simultaneously for current year and so on. No further arrear work be allowed to be created by observing the instructions contained in Finance Circular No. 27/93.

The above instructions regarding time bound programme for clearance of backlog of MAS Accounts, (both major & minor works) should be strictly followed and compliance watched by the Controlling Officers i.e. at the level of SES/CEs.

DA/One

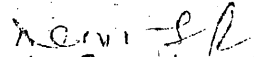

Secretary,
Punjab State Elec. Board,
Patiala.

Endst. No. 153294/153579 /VI/213/Vol-403 Dated: 7.9.1993

A copy of the above is forwarded for information to the:-

1. Chief Controller/Finance, PSEB, Patiala.
2. Chief Accounts Officer, PSEB, Patiala.
3. Chief Auditor, PSEB, Patiala.
4. Cost Controller, PSEB, Patiala.
5. IG/V&S, PSEB, Patiala.
6. OSD/T to Chairman, PSEB, Patiala.
7. Accounts & Finance Manager GNDTP, Bathinda.
8. All Dy. CAOs/Dy. CAs and Dy. FAs.
9. All Dy. Secretaries and Under Secretaries PSEB.
10. All Sectional Heads in the HQs offices.

DA/One


Deputy Secretary/Finance,
PSEB, Patiala.

CC:- Sr. PS to Chairman/Members
and Secretary.

MATERIAL CONTROL REGISTER

Name of Sub Division _____ 1. Name of Work _____
 Year _____ 2. Estimate No. & Dt. _____
 Name of Junior Engineer _____ 3. Amount of Estimate _____
 _____ 4. Provision for material in Estimate _____

Sr. No.	S. R. No. Vr. No.	Date	Amount	Remarks
1.				
2.				
3.				
4.				
5.				
6.				
and so on				

Prepared by S.D.C. _____ Total _____
 (Full Signature) Less S.R.W. No. _____
 & Date _____
 Checked by Divnl. _____ Net Amount _____
 Accountant. (Full Signature)

Entered in EMB/IWR No. / _____ Page No. _____
 Form 4 for mtc. works

Checked by AE/AEE Er. _____ on _____
 Checked by SDC Sh. _____ on _____
 Net shortage (if any) Rs. _____
 Net surplus (if any) Rs. _____

Reasons for surplus ~~supplied by consumer~~ supplied by consumer etc.
 Reference of documents vide
 which shortage/adjusted. J.V.No. _____ Date _____
 Action taken to recover the
 amount in case of shortage. _____

PUNJAB STATE ELECTRICITY BOARD
OFFICE OF THE SECRETARY

(FINANCE SECTION)

Finance Circular
No. 36/1993.


OFFICE ORDER NO. 455/Fin-772

Dated:- 20-9-93

In partial modification of this office order No. 454/Fin-772 dated 19.8.93, the P.S.E.B. has further considered the matter and pleased to decide to sanction two months pay advance (Pay +D.A.) to class-IV work-charged 'Directly Flood Effected Employees' and amend para(i) of the ibid order as under:-

- i) " To sanction one month pay advance (Pay plus 'D.A.') to the 'Directly Effected Employees' Class-I, II & III including work-charged Establishment & two months pay (pay plus D.A.) to Class-IV including work-charged "Directly Flood Affected Employees". The above advance would be recoverable in ten monthly equal instalments from their pay starting from the month of November, 1993 onwards."

2. All other conditions circulated vide O.O. No. 452/Fin-772 dated 20.7.93 & 454/Fin-772 dated 19.8.93 will remain unchanged.


Dy. Secretary/Finance.

Endst. No. 160175/160885/Fin-772

Dated:- 20-9-1993

Copy of the above is forwarded to the following for information and further necessary action please:-

1. All Engineers-in-Chief/GM/CEs (Incl. Hydel Irr.)
2. IG/V&S, P.S.E.B., Patiala.
3. Chief Controller/Finance, PSEB, Patiala.
4. OSD/Security-cum-Director/Hospitality, PSEB, PTA.
5. All SEs/Directors (Incl. Hydel Irr.)
6. All Xens/Dy. Directors (-do)
7. OSD/T to Chairman, PSEB, Patiala.
8. SE/T to Member/Hydel, Member/D, SE/T(i) & (ii).
9. SA/Accounts to Member/F&A.
10. CAO, PSEB, Patiala.
11. CAO/P&A, PSEB, Patiala.
12. CAO/EAD, PSEB, Patiala.
13. Chief Auditor, PSEB, Patiala.

Contd. P/2.

14. SA/T to Administrative Member,
15. Accounts & Finance Manager, GNDTP, Bhatinda.
16. Cost Controller, PSEB, Patiala.
17. RAO, PSEB, Patiala.
18. Dy. CAO/HQs, PSEB, Patiala.
19. Dy. CAO/O&M, GG STP, Ropar.
20. Dy. CAO/Const., GG STP, Ropar.
21. Dy. CAO/Projects, Hydrel, Patiala.
22. Dy. CAO/MM, PSEB, Patiala.
23. Dy. CAO/M&MHP, PSEB, Patiala.
24. Sr. AO/ASIP, Anandpur Sahib.
25. Sr. AO/Mukerian Hydrel Projects, Talwara.
26. AO/Pre-audit (Thermal Design), PSEB, Patiala.
27. All Senior A.O.'s/AO's in the pre-audit offices and field offices.

Jarwal
Supdt./Finance.

Endst.No. - 160886/161206 /Fin-772

Dated:- 20-9-1993

A copy of the above is forwarded to the following for information and necessary action:-

1. Commissioner for Finance and Secretary to Govt. of Punjab, Finance Deptt. (Member PSEB), Punjab Civil Sectt., Chandigarh.
2. Secretary to Govt. of Punjab, Deptt. of Irrigation, and Power (Energy Branch), Chandigarh.
3. Additional Secretary, BBMB, Chandigarh.
4. Secretary/BCB, 45-Kaka Nagar, New Delhi.
5. CE/Transmission, BBMB, Chandigarh.
6. CE/Electrical, Chandigarh Admn., CHD.
7. Engineer-in-Chief/Generation, BBMB, Nangal T/Ship.
8. FA & CAO, BBMB, Nangal.
9. FA & CAO, Beas Project, Talwara T/Ship.
10. Finance Secretary, Chandigarh Admn., CHD.
11. CE/Electrical, Beas Project, CHD.
12. GM/BCB, Talwara Township.
13. Director/Public Relations, PSEB, PTA.
14. Director/Training, TTI, PSEB, Patiala.
15. Legal Advisor, PSEB, Patiala.
16. All Deputy Secretaries/Under Secretaries/PSEB.
17. Deputy Secretary/Co-ordination, D-1019, New Friends Colony, New Delhi.
18. PS to Chairman/Members/Secretary.
19. Sr. I.R.O., PSEB, Patiala.
20. All Branch Officers and Heads of Sections.

Jarwal
Supdt./Finance.

PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

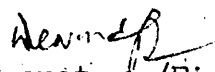
(FINANCE SECTION)

Finance Circular
No. 37/1993.

OFFICE ORDER NO. 456 /Fin-385/Vol.4

Dated:- 1.10.93

The Punjab State Electricity Board is pleased to extend the period of amended Generation Incentive Scheme notified vide office order No. 447/Fin-385/Vol.III dated 15.1.93 upto 31.3.1994 on the same terms & conditions.


Dy. Secretary/Finance.


Enast.No. 173993/94 /Fin-385/Vol.4

Dated:- 1.10.93

A copy of the above is forwarded to the following in continuation of this office endst.No. 11482/11607/Fin-385/Vol.III dated 15.1.93 for information & necessary action:-

1. General Manager/Thermal,GNDTP,Bhatinda. with reference to his memo No. TH/CE-74/7859 dated 24.3.93.
2. Chief Engineer/O&M,GG STP,Ropar with reference to his memo No. 295/X/E-30 dated 18.8.93.

They are requested to send the proposal for extension of the amended Generation Incentive Scheme beyond 31.3.94, if considered necessary, well in time.


Dy. Secretary/Finance.

Endst.No. 173995/174145 /Fin-385/Vol.4

Dated:- 1.10.93

A copy of the above is forwarded to the following in continuation of this office endst.No. 11482/11607/Fin-385/Vol. III dated 15.1.93 for information & necessary action:-

1. All Engineers-in-Chief/GM/CEs(including Hydel Irr.) (except G.M./Thermal,GNDTP,Bhatinda & C.E./O&M, GG STP,Ropar).
2. Chief Controller(Finance),P SEB,Patiala.
3. I.G./V&S,P SEB,Patiala.
4. OSD/Security-cum-Director/Hospitality,P SEB,Patiala.
5. All SEs of GNDTP,Bhatinda.
6. OSD/T to Chairman,P SEB,Patiala.
7. SE/T to Member/Hydel, Member/D and Member/C.
8. SA/Accounts to Member/Finance & Accounts.
9. SA/T to Administrative Member.
10. C.O,P SEB,Patiala.
11. C.O/PWA,P SEB,Patiala. (10 spare copies)
12. C.O/EAD,P SEB,Patiala. (15 spare copies)
13. Chief Auditor,P SEB,Patiala. (5 spare copies)

14. Cost Controller, PSEB, Patiala.
15. Resident Audit Officer, PSEB, Patiala.
16. Dy. CAO/HQs, PSEB, Patiala.
17. Dy. CAO/O&M, RTP, Ropar. (5 spare copies)
18. Dy. CAO/Const., RTP, Ropar. (5 spare copies)
19. Dy. CAO/M&MHP, PSEB, Patiala.
20. All Sr. AOs/AOs in the Pre-audit offices and field offices.
21. Supdt./Bills, PSEB, Patiala.

Yashpal
Supdt./Finance.

Endst.No. 174146/174201 /Fin-385/Vol.4 Dated:- 1.10.93

A copy of thea above is forwarded to the following in continuation of this office endst.No. 11608/568/Fin-385/Vol.III dated 15.1.93 for information & necessary action:-

1. Commissioner for Finance & Secretary to Govt. of Punjab, Finance Deptt. (Member PSEB), Punjab Civil Sectt. Chandigarh.
2. Secretary to Govt. Punjab, Deptt. of Irrigation & Power, (Energy Branch), Chandigarh.
3. Director/Public Relations, PSEB, Patiala.
4. Director/Training, TTI, PSEB, Patiala.
5. All Deputy Secretaries/Under Secretaries/Inquiry Officer, PSEB.
6. Senior I.R.O., PSEB, Patiala.
7. PS to Chairman/Members/Secretary.
8. Secretary/PRC, PSEB, Patiala.

Yashpal
Supdt./Finance.

Os

ਵੱਲ

1. ਸਾਰੇ ਇੰਜੀਨੀਅਰ-ਇਨ-ਚੀਫ਼/ਜਨਰਲ ਮੈਨੇਜਰ।
2. ਸਾਰੇ ਮੁੱਖ ਇੰਜੀਨੀਅਰ(ਹਾਈਡਲ ਸਮੇਤ)
3. ਮੁੱਖ ਕੰਟਰੋਲਰ/ਵਿੱਤ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
4. ਸਾਰੇ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ(ਹਾਈਡਲ ਸਮੇਤ)
5. ਸਾਰੇ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ
6. ਮੁੱਖ ਲੇਖਾ ਅਫ਼ਸਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
7. ਮੁੱਖ ਆਡੀਟਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
8. ਲੇਖਾ ਅਤੇ ਵਿੱਤ ਮੈਨੇਜਰ, ਗੁ:ਨਾ:ਦੇ:ਬ:ਪ:, ਬਠਿੰਡਾ।
9. ਸੀਨੀਅਰ ਆਈ. ਆਰ. ਓ. ਪਟਿਆਲਾ।
10. ਡਾਇਰੈਕਟਰ/ਟੈਕਨੀਕਲ ਟੀ. ਟੀ. ਆਈ. ਪਟਿਆਲਾ।
11. ਡਾਇਰੈਕਟਰ/ਲੋਕ ਸੇਵਕ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
12. ਆਈ. ਜੀ. ਵੀ ਤੇ ਐਸ. ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
13. ਉਪ ਵਿੱਤ ਸਲਾਹਕਾਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
14. ਸਾਰੇ ਉਪ ਮੁੱਖ ਲੇਖਾ ਅਫ਼ਸਰ, ਸਮੇਤ, ਰੱਖੜ ਸ਼ਾਮਲ ਪਠਾਣ।
15. ਸੀਨੀਅਰ ਲੇਖਾ ਅਫ਼ਸਰ ਰੱਖੜ ਬਰਮਲ ਪੁਜੋਕਟ, ਪਟਿਆਲਾ।
16. ਸਾਰੇ ਲੇਖਾ ਅਫ਼ਸਰ/ਪੀ ਆਰ ਓ ਟ ਟ ਟ ਅਤੇ ਬੀ. ਐਮ. ਐ. ਐ.
17. ਲੇਖਾ ਅਫ਼ਸਰ/ਪਨਸਨ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।

ਮੀਮੋ ਨੰ: 79682/180377 / ਵਿੱਤ/ਪੀਆਰਸੀ

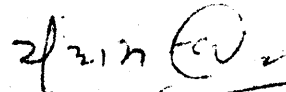
ਮਿਤੀ: 8.10.1993.

ਵਿਸ਼ਾ: ਪ੍ਰਵੀਨਤਾ ਤਰੱਕੀ ਦੇਣ ਸਬੰਧੀ ਸਪਸ਼ਟੀਕਰਣ।

ਪੰਜਾਬ ਸਰਕਾਰ ਪ੍ਰਸੋਨਲ ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸੁਧਾਰ ਵਿਭਾਗ ਪ੍ਰਸੋਨਲ, ਪਾਇਲਟੀ-1
ਸ਼ਾਖਾ ਦਾ ਪੱਤਰ ਨੰ: 7/89/91-5 ਪੀਪੀ-1/18626 ਮਿਤੀ 28.10.92 ਦੀ ਨਕਲ
ਸੁਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਲਈ ਭੇਜੀ ਜਾਂਦੀ ਹੈ ਜੀ।

ਇਹ ਪੱਤਰ ਪੰਜਾਬ ਰਾਜ ਇਜਲੀ ਏਰਡ ਨੇ ਇਨ ਇਨ ਅਪਣਾ ਲਿਆ ਹੈ।

ਲੱਖੀ/ਉਪਰੋਕਤ ਅਨੁਸਾਰ


ਉਪ ਸਕੱਤਰ/ਵਿੱਤ

ਪਿਠ ਐਕਟ ਨੰ: 180378/180698 / ਵਿੱਤ/ਪੀਆਰਸੀ-1988/ਲੂਜ-6 ਮਿਤੀ: 8.10.93 .

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਸਰਿਲਗ ਸਮੇਤ ਹੇਠ ਲਿਖੇ ਦਫ਼ਤਰਾਂ ਨੂੰ ਸੁਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ
ਕਾਰਵਾਈ ਲਈ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ/ਪ੍ਰਵਰ ਟੀ. ਐਮ. ਐ. ਐ., ਚੰਡੀਗੜ੍ਹ।
2. ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਬੀ. ਸੀ. ਐ. ਐ., ਚੰਡੀਗੜ੍ਹ।
3. ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ, ਬੀ. ਐ. ਐ. ਐ., ਚੰਡੀਗੜ੍ਹ।
4. ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ/ਇਲੈਕਟ੍ਰੀਕਲ ਸੁਚਕਲ ਚੰਡੀਗੜ੍ਹ।
5. ਰੈਜ਼ੀਡੈਂਟ ਆਰਡਰ ਅਫ਼ਸਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
6. ਵਿੱਤ ਸਲਾਹਕਾਰ ਅਤੇ ਮੁੱਖ ਲੇਖਾ ਅਫ਼ਸਰ, ਟੀ. ਐਮ. ਐ. ਐ., ਨੰਗਲ ਟਾਊਨਸ਼ਿਪ।
7. ਵਿੱਤ ਸਲਾਹਕਾਰ ਅਤੇ ਮੁੱਖ ਲੇਖਾ ਅਫ਼ਸਰ, ਵਿਆਸ ਪੁਜੋਕਟ ਤਲਵਾਰਾ।
8. ਸਾਰੇ ਸ਼ਾਹ ਅਫ਼ਸਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
9. ਸਾਰੇ ਉਪ ਸਕੱਤਰ/ਆਈ ਓ ਸਕੱਤਰ, ਪੰ:ਰਾ:ਇ:ਬ: ਪਟਿਆਲਾ।
10. ਓ. ਐਸ. ਡੀ. (ਟੀ) ਟੂ ਚੇਅਰਮੈਨ।
11. ਐਸ. ਐ. (ਟੀ) ਟੂ ਸਕਾਰ (ਹਾਈਡਲ) ਮੈਂਬਰ(ਡੀ) ਅਤੇ ਮੈਂਬਰ(ਸੀ)
12. ਐਸ. ਏ. (ਅਕਾਊਂਟਸ) ਟੂ ਮੈਂਬਰ/ਵਿੱਤ ਤੇ ਲੇਖਾ।
13. ਐਸ. ਏ. (ਟੀ) ਟੂ ਪ੍ਰਬੰਧਕੀ ਮੈਂਬਰ।
14. ਸਹਾਇਕ ਡਾਇਰੈਕਟਰ/ਕਾਨੂੰਗ ਵਿਭਾਗ, ਪਟਿਆਲਾ।
15. ਡਾਇਰੈਕਟਰ/ਵਿ-ਆਰਡੀ ਨੰਸਨ, ਪੰ:ਰਾ:ਇ:ਬ:, ਨਿਊ ਫਰੰਡਜ਼,
ਕੁਲੁਠੀ, ਨਵੀਂ ਦਿੱਲੀ।
16. ਵਿੱਤੀ ਸਕੱਤਰ/ਵਿ-ਆਰਡੀ ਨੰਸਨ/ਪੈ-ਕਰ/ਪੈ-ਕਰ

ਨੰਬਰ: 7/89/91-5-ਪੀਪੀ-1/18626.

ਪੰਜਾਬ ਸਰਕਾਰ
ਪ੍ਰੋਸੇਨਲ ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸੁਧਾਰ ਵਿਭਾਗ
(ਪ੍ਰੋਸੇਨਲ ਪਾਇਲਟੀ-1 ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ,

ਪੰਜਾਬ ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ
ਸਮੂਹ ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ, ਕਮਿਸ਼ਨਰ (ਅਪ੍ਰੀਨਜ਼),
ਰਾਜਸਟਰਾਰ, ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈਕੋਰਟ,
ਸਮੂਹ ਜਿਲ੍ਹਾ ਸੈਸ਼ਨ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਜ਼,
ਅਤੇ ਉਪ ਮੈਂਬਰ ਅਕਸਰ (ਜਿਵਲ)।

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ 28 ਅਕਤੂਬਰ 1992

ਵਿਸ਼ਾ: ਪ੍ਰਵੀਨਤਾ ਤਰੱਕੀ ਦੇਣ ਸਬੰਧੀ ਸਪੱਸ਼ਟੀਕਰਣ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗ਼ੁਸਤੀ ਪੱਤਰ ਨੰ: 7/14/88-5-
ਪੀਪੀ1/16200, ਮਿਤੀ 1.9.1989 ਦੀ ਲਗਾਤਾਰਤਾ ਵਿਚ ਮੈਨੂੰ ਇਹ ਲਿਖਣ ਦੀ ਹਦਾਇਤ
ਹੋਈ ਹੈ ਕਿ ਇਹ ਸਪੱਸ਼ਟੀਕਰਣ ਮੰਗਿਆ ਗਿਆ ਹੈ ਕਿ ਜੇਕਰ ਕਿਸੇ ਰਕਮਗਾਰੀ ਨੂੰ ਪਿਛਲੀ
ਮਿਤੀ ਤੇ ਨੋਸ਼ਲ ਤਰੱਕੀ ਦਿੱਤੀ ਜਾਂਦੀ ਹੈ, ਅਰਥਾਤ ਸਿਵਾਏ ਬਕਾਇਆ ਦੇਣ ਦੇ ਬਾਕੀ
ਸਾਰੇ ਪੱਖਾਂ ਜਿਵੇਂ: ਸੀਨੀਅਰਤਾ ਅਤੇ ਤਨਖਾਹ ਫਿਕਸੇਸ਼ਨ ਦਾ ਠਾਭ ਦਿੱਤਾ ਜਾਂਦਾ ਹੈ ਤਾਂ
ਕੀ ਨੋਸ਼ਲ ਤਰੱਕੀ ਦਾ ਕਮਾਂ ਪ੍ਰਵੀਨਤਾ ਤਰੱਕੀ ਦੇਣ ਲਈ ਗਿਣਿਆ ਜਾਣਾ ਹੈ ਜਾਂ ਨਹੀਂ।
2. ਇਸ ਸਬੰਧ ਵਿਚ ਸਾਰੇ ਮਾਮਲੇ ਤੇ ਵਿੱਤ ਵਿਭਾਗ ਦੀ ਸਲਾਹ ਭਾਣ
ਵਿਚਾਰ ਕੀਤਾ ਗਿਆ ਹੈ ਅਤੇ ਇਹ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਹੈ ਕਿ ਨੋਸ਼ਲ ਤਰੱਕੀ ਦਾ ਕਮਾਂ
ਜੋ ਸਿਵਾਏ ਬਕਾਇਆ ਦੇਣ ਦੇ, ਬਾਕੀ ਸਾਰੇ ਪੱਖਾਂ ਅਰਥਾਤ ਸੀਨੀਅਰਤਾ, ਤਨਖਾਹ
ਫਿਕਸੇਸ਼ਨ ਦੇਣ ਲਈ ਗਿਣਿਆ ਜਾਂਦਾ ਹੈ, ਨੂੰ ਪ੍ਰਵੀਨਤਾ ਤਰੱਕੀ ਦੇਣ ਲਈ ਗਿਣਿਆ
ਜਾਵੇ, ਕਿਉਂਕਿ ਇਸ ਪ੍ਰਕਾਰ ਦੇ ਠਾਭ ਵਾਸਤੇ ਕਾਡਰ ਵਿਚ ਸੇਵਾ ਉਸ ਕਾਡਰ ਵਿਚ ਸੀਨੀਅਰਤਾ
ਦੀ ਮਿਤੀ ਤੇ ਹੀ ਗਿਣੀ ਜਾਣੀ ਚਾਹੀਦੀ ਹੈ।

3. ਇਸ ਪੱਤਰ ਦੀ ਪਹੁੰਚ-ਰਸੀਦ ਭੇਜੀ ਜਾਵੇ।

ਵਿਸ਼ਵਾਸ਼ਪਾਤਰ,

ਸਹੀ/-

(ਕਰਮ ਚੰਦ ਆਰੁਜਾ)
ਅਧੀਨ ਸਕੱਤਰ ਪ੍ਰੋਸੇਨਲ (ਟੇ)

PUNJAB STATE ELECTRICITY BOARD

(FINANCE SECTION)

ORDER

FINANCE CIRCULAR NO. 39/93

No. 296 / Fin-757

Dated: 18/10/93

FC 39/19

The Punjab State Electricity Board is pleased to decide to grant of Special Pay to Computer Operators and Key Punch Operators posted at Guru Gobind Singh Super Thermal Plant, Repar (Operation & Maintenance) @ Rs. 80/- per month and Rs. 60/- per month respectively, with effect from 1-10-93.

Sd/-
Deputy Secretary/finance

Endst.No. 182345^{14P} / FIN-757

Dated: 18/10/93

A copy of the above is forwarded to the following for information and necessary action:-

1. Chief Engineer/Thermal, O & M, ESSSTP, PSEB, Repar.
2. Chief Accounts Officer, PSEB, Patiala.
3. Resident Audit Officer, PSEB, Patiala.
4. Deputy Secretary/Meetings, PSEB, Patiala, with reference to his UB No. 3131/M-9/93/15 dated 14-10-93.
5. Sr. IAS, PSEB, Patiala.

c-45

re
Deputy Secretary/finance

2/14
15/X/93

PUNJAB STATE ELECTRICITY BOARD

(FINANCE SECTION)

FINANCE CIRCULAR
NO. 40/93

ORDER

No. 297 / PRC/R-129/Ann/88-89 Dated: 19.10.93

The Punjab State Electricity Board is pleased to sanction the initial start of Rs. 1920/- in the scale of Rs.1800-3200 with effect from 1-1-86 to those Senior Asstts./ Senior Scale Stenographers who were placed in the pre-revised scale of pay of Rs. 800-1400 on 31-12-1985.

2.- It has further been decided that additional amount on this account will be paid in cash from October, 1993 onwards and arrears credited to GPF Account of the concerned employees.

3.- Other terms and conditions for the fixation of pay in the revised scales would be same as contained in O/O No.129/Fin/PRC-1988 dated 11-11-88 amended from time to time.


Deputy Secretary/Finance

Endst.No. 183432/183692 / PRC/R-129/Ann/88-89 Dt:-19.10.93

A copy of the above is forwarded to the following for information and further necessary action :-

1. All Engineers-in-Chief/GM/CEs (including Hydel Irr.)
2. IG/V&S, PSEB, Patiala.
3. Chief Accounts Officer, PSEB, PTA.
4. Chief Auditor, PSEB, Patiala.
5. Financial Advisor, PSEB, Patiala.
6. OSU/Security-cum-Director/Hospitality, PSEB, PTA.
7. All SEs/Directors (including Hydel Irr.)
8. Deleted-----
9. SE/T to Member/H & T, Member/D, SE/T(i) & (ii).
10. OSU/T to Chairman, PSEB, PTA.
11. CAO/P&A, PSEB, Patiala.
12. CAO/L&U, PSEB, Patiala.
13. SA/Accounts to Member/F & A.
14. SA/T to Administrative Member.
15. Accounts & Finance Manager, GNODP, Bathinda.
16. RAO, PSEB, Patiala.
17. Cost Controller, PSEB, Patiala.
18. Dy.CAO/HQs, PSEB, Patiala.
19. Dy.CAO/MM, PSEB, PTA.
20. Dy.CAO/O&M, GGSSTP, Ropar.
21. Dy.CAO/Const., GGSSTP, Ropar.
22. Dy.CAO/Projects, Hydel, Patiala.
23. Dy.CAO/M&MHP, PSEB, PTA.
24. Sr.AO/ASHD, Andnapur Sahib.
25. Sr.AO/Mukedian Hydel Projects, Talwara.
26. AO/Pre-audit(Thermal Design), PSEB, PTA.

STATE ELECTRICITY BOARD

(FINANCE SECTION)

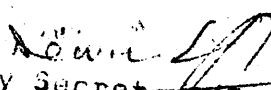
ORDER

FINANCE CIRCULAR
No. 41/1993

No. 298 /PRC/R-105

Dated:- 18.10.93

The Punjab State Electricity Board is pleased to substitute the basic entry scale of Steno Typist Gr-II Rs.1025-25-1200-30-1560-40-1800 with effect from 19-7-91 in place of Rs.950-1800 (with initial start of Rs. 1000/-) existing at Sr. o.1 (Group-IV) of Page-12 of the office order no.223/Fin/PRC-1988 dated 3-10-1990.

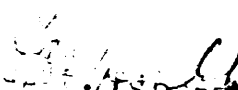

Deputy Secretary/Finance

Endst.No. 182350/183066 /PRC/R-105

Dated:- 18.10.93.

A copy of the above is forwarded to the following for information and necessary action :-

1. All Engineers-in-Chief/GM/CEs (incl. Hydel Irr.)
2. IG/V&S, PSEB, Patiala.
3. Financial Advisor, PSEB, Patiala.
4. US/Security-cum-Director/Hospitality, PSEB, PTA.
5. All SEs/Directors (Incl. Hydel Irrigation).
6. All Xens/Jy. Directors (do-)
7. US/T to Chairman PSEB, PTA.
8. SE/T to Member/Hydel, Member/J, SE/T(i) (ii).
9. SA/Accounts to Member/F & A.
10. CAO, PSEB, Patiala.
11. CAU/P&A, PSEB, Patiala.
12. CAU/CAO, PSEB, Patiala.
13. Chief Auditor, PSEB, Patiala.
14. US/T to Administrative Member.
15. Accounts & Finance Manager, GNDR, Bathinda.
16. Cost Controller, PSEB, Patiala.
17. SMC, PSEB, Patiala.
18. Jy. CAO/Hqs, PSEB, Patiala.
19. Jy. CAO/D&M, GGSSTP, Ropar.
20. Jy. CAO/Const., GGSSTP, Ropar.
21. Jy. CAO/Projects, Hydel, Patiala.
22. Jy. CAO/MM, PSEB, Patiala.
23. Jy. CAO/M&MHP, PSEB, PTA.
24. Sr. NO/MSHP, Gondnapur Sahib.
25. Sr. NO/Mukerian Hydel Projects, Talwara.
26. NO/Pre-audit (Thermal Design), PSEB, PTA.
27. All Sr. NO's/NO's in the Pre-audit offices and field offices.


Deputy Secretary/Finance

Endst.No. 13303/13357 /PRC/R-105

Dated:- 13.10.93

A copy of the above is forwarded to the following for information and necessary action :-

1. Commissioner for Finance and Sec...

Govt. of Punjab, Finance Deptt. (Member PSEB)
Punjab Civil Sectt., CHD.

- 2. Secretary to Govt. Punjab, Deptt. of Irrigation and Power (Energy Branch), Chandigarh.
- 3. Additional Secretary, BBMB, Chandigarh.
- 4. Secretary/BCB, 45-Koka Nagar, New Delhi.
- 5. Secretary/BCB, BBMB, Chandigarh.
- 6. CL/Transmission, BBMB, Chandigarh.
- 7. CL/Electrical, Chandigarh Admn. Chandigarh.
- 8. Engineer-in-Chief/Generation, BBMB, Mangal Townshir.
- 9. FA & LAO, Beas Project, Talwara T/Ship.
- 10. FA & CAO, BBMB, Mangal.
- 11. Finance Secretary, Chandigarh Admn. CHD.
- 12. CL/Electrical, Beas Project, CHD.
- 13. GM/BCB, Talwara T/Ship.
- 14. Director Public Relations, PSEB, PTA.
- 15. Director/Training, TII, PSEB, PTA.
- 16. Legal Advisor, PSEB, PTA.
- 17. All Deputy Secretaries/Under Secretaries, PSEB.
- 18. Deputy Secretary/Coordination, D-1019, New Friends Colony, New Delhi.
- 19. PS to Chairman/Members/Secretary.
- 20. Sr. IRO, PSEB, Patiala.
- 21. All branch Officers and Heads of sections.

By Secretary/Meetings, PSEB, PTA. with reference to his No. 3136/M-93/25 dated 14-10-93.

Y. S. Gill
Supt. Finance

(Signature)
15/10/93

* MANMOHAN *