

OFFICE OF THE SECRETARY
Punjab State Electricity Board

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Subject:- Reorganisation of Vigilance & Security Wing in the PSEB.

Placed below are the minutes of meeting held on 14.12.95
in the Chamber of Chairman in connection with reorganisation of
V&S Wing of PSEB for persual and approval, please.

[Signature]
Secretary
16.12.1995

Chairman

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ADG (E & S)

in follow up action —
Regarding security matters by
Genl. P.
Regarding vigilance wing by
DAA & Insptt. I.

Severe
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[Signature]

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(2)

Subject:- Reorganisation of Vigilance & Security Wing in the PSEB.

A meeting was held on 14.12.1995 in the Chamber of Chairman, PSEB at Patiala which was presided over by the Chairman and the following officers were also present:-

- 1) Sh.G.S.Bhullar, IPS(Retd.), Administrative Member.
- 2) Sh.S.K.Verma, IPS, ADGP/V&S, PSEB; Patiala.
- 3) Sh.Anirudh Tewari, IAS, Secretary, PSEB.

Vigilance Wing

At present there are one DSP and 6 Vigilance Inspectors located at Amritsar, Jalandhar, Ludhiana, Moga, Sangrur and Patiala. They have a small nucleus staff comprising mainly of Constable/Head Constable. Recently 3 more Inspectors have also been assigned Vigilance work to have expeditious inquiry and to add some element of surprise also. This needs rationalisation. It has been decided in the meeting that there should be one Superintendent of Police, two DSPs and 4 Inspectors alongwith a small but necessary supporting staff such as Reader or Stenographer. All will be taken on deputation from the State Police. They will be provided one Car and 2 gypsies by the Board. In addition, there will be 4 motor-cycles which can be provided on the pattern of loan from the Board. However, it may be mentioned that since at present 6 Inspectors are doing Vigilance duty the two Inspectors would be relieved of the vigilance duties and as such the financial liability would be reduced. (Net financial liability will be calculated).

A proposal had earlier been mooted by ADGP/V&S that XEN level officer should be attached with the Vigilance Wing either on temporary basis or on permanent basis. The matter was discussed at length and it has been decided that one XEN will be permanently attached as XEN/Vigilance under ADGP/V&S. Besides, there will be a panel of 4 XEN level officers who will be available for consultation and other Vigilance duties.

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ADGP/V&S has been requested to put up a proposal regarding implementation of certain aspects of Regular Vigilance Inquiries as they are prevalent in the State Vigilance Bureau.

Security Wing

It has generally been observed in the meeting that Security Wing needs thorough re-structuring. The number of static guards, particularly at Stores etc. needs to be re-deployed for better utilisation according to the present security need. It has also been considered necessary in the larger interest of the Board to strengthen Enforcement Wing for effective control over theft and pilferage of electricity. Meanwhile, a proposal for establishing PSEB Police Station has been recommended by the Director General of Police, Punjab, Chandigarh and it is pending with the Government(Home Department) for final approval. ADGP/V&S has been requested to prepare plan for setting-up of this Police Station at Patiala. Administrative and logistic arrangement needs to be made for establishing the Police Station and making it operational.

In view of the new look and requirement of security, the following decisions have been taken:-

- i) A large contingent of force which will be withdrawn from static guards from Sub-Stores and Central Stores will be deployed by ADGP/V&S at strategic places such as Patiala, Ludhiana, Jalandhar, Amritsar, Bathinda etc. For their administrative and logistic arrangement ADGP/V&S has projected a demand for Tents, Home Guards etc. He will send a regular proposal for this purpose.
- ii) The present OSD/Security will now be placed under ADGP/V&S exclusively for security duty.
- iii) As proposed and projected by ADGP/V&S, certain facilities provided to the Police Personnel which are at present not given in the PSEB will be reviewed and they will be protected on the pattern of Police Department.
- iv) It has been agreed that the present and future vacancies arising out of superannuation or due to any contingency in the rank of Constable and above will be filled up by taking on deputation from the Police Department.

~~Punjab~~ Regulations 113 ①
Pb. State Elec. Board, Patna

Punjab State Electricity Board

OFFICE ORDER NO 324/Reg-267

Dated 29-12-1976

In exercise of the powers conferred by clause (c) of Section-79 of the Electricity (Supply) Act, 1948, the Punjab State Elec. Board is pleased to make the following Regulations governing the recruitment and conditions of service of persons appointed to the PSEB Security Force Services, namely :—

1. SHORT TITLE, COMMENCEMENT AND APPLICATION :

(1) These Regulations may be called the "Punjab State Electricity Board Security Force Services Regulations, 1976".

(2) They shall come into force at once.

(3) They shall apply to all posts specified in Appendix 'A' to these regulations.

2. DEFINITIONS :

(1) Unless there is anything repugnant in the subject or context in these regulations :—

a) "**Board**" means the Pb. State Elec. Board constituted under Section 5 of the Electricity (Supply) Act, 1948.

b) "**Government**" means the Govt. of State of Punjab.

c) "**Service**" means the Punjab State Electricity Board Security Force Service.

d) "**Direct Appointment**" means an appointment made otherwise than by promotion to the service, or by transfer

of an officer already in the service of any other Board or Government or any Undertaking of the Government.

e) **"Selection Committee"** means the Committee set-up by the Board for the purpose of selection of candidates for appointment to the service.

f) **"Medical Authority"** means the standing Medical Board of the Punjab State Government or such other authority as may be appointed by the Board.

g) **"Recognised University"** means any University incorporated by law in India or any other University which may be declared by the Board to be a recognised University for purposes of these regulations.

h) **"Appointing Authority"** means the authority competent to make appointment to the Service or the post held by the employee of the Board.

i) **"Chairman"** means the Chairman of the Punjab State Electricity Board appointed under Section-5(5) of the Act.

j) **"Secretary"** means the Secretary of the P.S.E.B.

k) **"D.I.G."** means Dy. Inspector General (V&S), Punjab State Electricity Board.

l) **"Supervisory Officer"** means any of the officers appointed by PSEB as Supervisory Officer of the Force.

m) **"Commandant"** means the Commandant in the Security Force of P.S.E.B.

n) **"Members of the Force"** means the persons appointed to the Force under the Regulations other than Supervisory Officers.

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(2) Words and expression used in these Regulations but not defined shall have the meaning assigned to them in the P.S.E.B. Main Services Regulations, 1972 Vol-I, Part-I

3. CADRE OF SERVICE & CHARACTER OR POSTS COMPRISING IT :

The service shall comprise posts specified in Appendix-'A' to these Regulations :

Provided that nothing in these regulations shall affect the inherent right of Board to add to or reduce the number of such posts or to create new posts with different designations and scales of pay, whether permanently or temporarily.

4. CONSTITUTION OF FORCE :

There shall be constituted and maintained by the PSEB a Force to be called Pb. State Elec. Board Security Force for the better protection and security of the Board undertakings. This Force shall consist of such number of supervisory officers and members of the Force as appointed by the Board from time to time.

5. NATIONALITY & DOMICILE :

(1) No person shall be appointed to the Service unless he is :

- a) a citizen of India, or
- b) a subject of Nepal, or
- c) a subject of Bhutan, or
- d) a Tibetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India, or
- e) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon & East African countries

of Kenya, Uganda & United Republic of Tanzania (formerly Tanganyika & Zanzibar) with the intention of permanently settling in India :

Provided that :—

- i) a candidate belonging to category (b), (c), (d) & (e) shall be a person in whose favour a certificate of eligibility has been given by the Govt. of India, and
 - ii) if he belongs to category (e), the certificate of eligibility will be issued for a period of one year after which such a candidate will be retained in service subject to his having acquired the Indian Citizenship.
- (2) A candidate, in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Board or any other recruiting authority, on his furnishing proof that he has applied for the certificate and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government of India,
- (3) No person shall be recruited to any Service by direct appointment unless he produces a certificate of character from the principal academic officer of the university, college, school or institution last attended, if any, and similar certificates from two responsible persons, not being his relatives who are well acquainted with him in his private life and are unconnected with his university, college, school or institution.
- (4) No person—
- a) who has entered into or contracted a marriage with a person having a spouse living, or

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- b) who having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to the service :

Provided that the Board may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this Regulation.

6. RECRUITMENT TO THE SERVICE :

Recruitment to the service shall be made by the Appointing Authority by any of the methods indicated below as may be applicable in each case :—

16/6/32
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(i) Chief Security Inspector

12-6-32

The post shall be filled up by promotion or by deputation, provided that in the event of suitable persons not forthcoming, it can be filled up by direct recruitment.

- b) 60% by Direct Recruitment/Deputation of suitable personnel from the State Govt.

ii) ASST. SECURITY INSPECTOR :

- a) 40% by promotion from amongst Security Guards.

- b) 60% by Direct Recruitment/Deputation of suitable personnel from the State Govt.

iii) SECURITY GUARD :

Minimum of 70% by direct recruitment and remaining, if any, by deputation of suitable personnel from the State Govt.

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40% by promotion
60% by direct recruitment
ASST. SECURITY INSPECTOR

6.-A AUTHORITY EMPOWERED TO MAKE APPOINTMENTS :

The appointment to the Service (viz. ^{Chief Security Inspector,} Security Inspector, Asstt. Security Inspector, Security Guard) shall be made from out of the merit list to be prepared by the Staff Selection Committee of the Board from time to time by D.I.G. (V&S).

Provided that the appointing authority may delegate these powers to their subordinate officers in respect of appointments to posts in their offices for the purpose of this regulation.

7. AGE LIMIT :

No person shall be recruited to the service, if he is more than 40 years of age on the date of applying for the post or such other date fixed by the Board from time to time. The incumbents, however, required to have at least served for 5 years in the army or police.

Provided that in the case of candidates who belong to Scheduled Caste/Scheduled Tribes and other Backward classes, the upper age limit shall be 45 years.

8. QUALIFICATIONS FOR DIRECT RECRUITMENT :

The qualifications of persons for direct recruitment shall be such as may be determined by the Board from time to time.

8-A. No person shall be appointed to any post by direct appointment unless :—

- a) he has obtained from the Medical Authority a certificate of mental and physical fitness and is considered by the Medical Authority to be fit in all respects.

NOTE :— Fee to the Medical Authority shall be payable by the candidate.

- b) he has not more than one wife living or, in the case of a woman, she is not married to a person already having a wife living.

Provided that the Board may, if it is satisfied that there are special grounds for doing so, exempt any person from the operation of this condition.

- c) unless his character & antecedents are verified by the police of the area to be satisfactory so as to make him suitable for appointment to this service.
- d) he is not a dismissed Govt./Board/Govt. Undertaking employee or a person convicted of an offence involving moral turpitude.

8-B. VACCINATION :

Every member of the service shall get himself vaccinated and re-vaccinated when the Board so directs by special or general orders.

9. QUALIFICATION FOR APPOINTMENT BY PROMOTION :

The holders of posts carrying the different grades shall be eligible for promotion in the next higher grade against the posts, if considered suitable.

10. PROCEDURE FOR APPOINTMENT BY DIRECT RECRUITMENT :

- (1) For filling posts by direct appointment, the appointing authority will notify them to the Employment Exchange and/or will advertise them and invite applications directly.

- (2) All direct appointments to the Service shall be made by the Board after interview of the candidates by the Selection Committee constituted by the Board for the purpose.

11. APPOINTMENT BY PROMOTION :

- (1) Appointment by promotion shall be made on the basis of merit and suitability in all respects with due regard to seniority. No officer/official shall have any claim to promotion as a matter of right on the basis of mere seniority.
- (2) The appointing authority shall ensure that the grounds of ignoring a senior officer/official in favour of a junior one are invariably recorded in writing.

12. PROBATION :

- (1) a) Officers/officials appointed to the service shall remain on probation for a period of two years.
b) Officiating service shall be reckoned as period spent on probation, but no member who is officiating in any appointment, shall on completion of two years in the Service be entitled to be confirmed until he is appointed against a permanent vacancy.
c) Service spent on deputation to a corresponding or a higher post, shall count towards the period of probation fixed under this regulation.
d) The period of probation may be extended by the Board for one year in the case of a member whose work and/or conduct has in the opinion of the Board not been satisfactory.

Provided the total period of probation including extension, if any, shall not exceed 3 years in any case.

(2) On the satisfactory completion of the period of probation (Original or extended, as the case may be), the Board, may confirm such a member in his appointment. If his work and/or conduct has, in the opinion of the Board not been satisfactory during the probation period, the Board may dispense with his services, if recruited direct, or revert him to his former post or Department, as the case may be, if recruited otherwise.

12-A RANKS :

There shall be the following classes of the officers and other ranks among the members of the Force :—

- i) Chief Security Inspector in the rank of Inspector of Police.
- ii) Security Inspector in the rank of Sub-Inspector/Asstt. Sub-Inspector of Police, or its equivalent rank in the army. ✓
- iii) Asstt. Security Inspector in the rank of Head constable of Police, or its equivalent rank in the A.my. ✓
- iv) Security Guards equivalent to Constable of Police, or its equivalent rank in the Army.

12-B. APPOINTMENT & POWERS OF D.I.G. :

The D.I.G. Security on deputation with the PSEB shall be the Chief Executive of the Force and shall be responsible for maintaining it in a state of high efficiency, discipline, and morale of Force. He shall for that purpose take all such steps as he may consider necessary, by way of tours, inspections, examination of the records, calling for reports, issuing instructions and giving directives on all matters pertaining to the administration of the Force. The D. I. G. Security Force shall keep himself in touch with the

Chairman, PSEB and post himself from time to time with the problems and needs of the Force. He shall maintain liaison with the police and other authorities of the State so as to secure effective co-ordination between the State police and the Force in regard to matters pertaining to the protection and security of Board property.

12-C. ISSUE OF CERTIFICATE :

Every member of the Force shall receive on his appointment a certificate in the form specified in the Schedule, under the seal of the D. I. G. Security Force or Commandant Security Force in this behalf by virtue of which persons holding such certificates shall be vested with the powers of a member of the Force. This certificate shall cease to have effect when the person named in it ceases for any reason to be a member of the Force.

12-D DUTIES :

It shall be the duty of every Supervisory Officer and member of the Force to :—

- a) Promptly obey and execute all orders lawfully issued to him by his superior authority and the senior-most Engineering officer at station.
- b) Protect and safeguard the Board undertakings and installations including stores and other property.
- c) Protect and safeguard such transmission lines of PSEB which he may be specially required by the senior officers.
- d) Do every act conducive to better protection and security of the Undertakings of the Board.
- e) To do intelligence work.

12-E SUPERINTENDENCE AND ADMINISTRATION OF THE FORCE :

The Superintendence of the Force shall vest with the DIG Security of the Force and shall be carried on by him in accordance with the rules through the Supervisory Officers. The administration of the Force within such local limits as may be prescribed shall be carried on by the officers in accordance with the provisions and rules and every supervisory officer placed incharge of the protection and security of electricity and undertakings/property shall subject to any direction that may be given be the Board in this behalf, discharge his functions under the general supervision, direction and control of D.I.G. Security of the Force. The Supervisory Officer shall be responsible for the efficiency, discipline and morale of the Force in their respective units. They shall periodically inspect the units of the Force under their command.

A Superintendent of Police or in his absence any Gazetted Officer in the force shall be designated as Commandant. He shall be responsible for the efficiency, discipline, morale of the whole Battalion including members of the Force posted at Head-quarters, Thermal Plant Bhatinda and various other units, and the proper management of each branch of the Force under him. He shall periodically inspect each unit of the Force. All orders to the Force under him shall emanate from him and all communications from the Force under him shall pass through him. The Commandant shall regularly inspect the detachments of the Force posted outside the head-quarters and ensure that they remain in a high state of efficiency. The Commandant shall remain in close touch with the District Police as well as other heads of the

various departments of the District, the matters of urgent nature shall be brought to the notice by the Commandant by the quickest possible means to D.I.G. Security. He shall pay his personal attention to the working of the Intelligence Wing and ensure that the Intelligence is efficiently collected and conveyed promptly to the D.I.G. Security.

13. RESIGNATION :

A member of the Service may at any time resign his appointment by giving notice of his intention to do so. The period of such notice shall be three months' in the case of permanent employees and one month in the case of temporary employees. Failure to give such notice shall involve forfeiture of pay and allowances for the period of notice required.

14. TERMINATION OF SERVICE :

The Board may dispense with the services of any member of Force, if he was appointed to the service by direct appointment, after giving him one month notice in the case of temporary employee and 3 months notice in the case of permanent employee or revert him to his former post or Department, if appointed otherwise.

15. SENIORITY :

The seniority of the members of the service shall be determined as follows :—

(1) Prior to Confirmation : The seniority interse of members of the Service in a particular class of post shall be determined by the dates of their continuous appointments in that class.

Provided firstly, that in the case of members appointed by direct appointment, the order of merit determined by the Selection Committee shall not be disturbed so far as the seniority in the class of post to which direct appointment was made is concerned, and persons appointed as a result of an earlier selection shall be senior to those appointed as a result of subsequent selection.

Provided, secondly, that in the case of two or more persons obtaining the same number of marks on the same batch of selection, seniority shall be determined as follows :—

- a) In the order of age, the older being placed above the younger; and
- b) In the case of members of the service appointed by promotion, according to their relative seniority in the lower class from which they were promoted, unless a member of a lower class is promoted earlier than another member of that class who is senior to him and the latter has been passed over on the score of unsuitability or ineligibility for promotion in which case the member of the lower class first promoted shall take rank in the higher class above such other member of the lower class, if and when the latter is promoted.

Provided, thirdly, that a member of the service who is appointed by direct appointment shall be senior to all members of the service appointed by promotion from the lower class who may be appointed to the service after the appointment of any member by direct appointment in the same batch of selection.

Provided, fourthly, that the seniority of a member of the service appointed by transfer shall be determined by the Board on the merit of each case.

Provided, fifthly, that if a member of the service is promoted temporarily to a post earlier than his senior, for reasons other than the inefficiency of the senior person or his ineligibility for promotion they will rank interse according to their relative seniority in the class from which they were promoted and the junior person thus promoted shall not claim seniority over his senior.

(2) **After Confirmation :** Those who have been confirmed in a class, according to their respective date of confirmation;

Provided that where two or more members are confirmed on the same date, they shall retain the order in which they stood with respect to each other immediately prior to confirmation.

16. PAY OF MEMBERS OF SERVICE

The members of the service shall be entitled to such scales of pay as may be prescribed by the Board from time to time;

Provided that the Board may grant to any person appointed to the services an initial start higher than the minimum pay of the scales in recognition of additional qualifications and experience.

17. LEAVE, PENSION AND OTHER MATTERS

In respect of leave, pension and other cognate matters, not expressly provided for in these regulations the members of the service shall be governed by such regulations as may have been or may hereafter be framed by the Board under section-79. (c) of the Electricity (Supply) Act, 1948.

18. TRAINING.

The D.I.G. shall frame a Training Manual for the training of the Force in the following subjects or any other subject which he may deem desirable. The members of training staff for the Force will also be governed by the Service conditions of these Regulations:

- i) Correct wearing of Uniform.
- ii) Necessary provisions of the Criminal Procedure Code, Indian Penal Code, Indian Electricity Act, Official Secrets Act, D.I.R., M.I.S.A. etc.
- iii) Industrial Security including physical security, Internal Security, departmental security and security of personnel including search, manning gates, checking gates, checking gate Passes for material maintenance of Daily Diary.
- iv) System of collecting Intelligence.
- v) Fire Fighting, Civil Defence, First-aid, etc.
- vi) The Syllabi for each course and duration shall be given in the Training Manual.

19. LIABILITY FOR SERVICE/TRANSFERS:

Every member of the service shall be liable for service/transfer at any time from one place to another within the jurisdiction of the Board on administrative grounds by the D.I.G., or any other Officer specially authorised by him.

20. CONDUCT :

The conduct of the members of the Security Force shall be governed by the PSEB Employees Conduct Regulations, 1971 amended from time to time.

21. DISCIPLINE. PENALTY AND APPEAL :

1) In matters relating to discipline, penalties and appeals the members of the Service shall be governed by the Pb. State Electricity Board Employees (Punishment & Appeal) Regulations, 1971, as amended from time to time;

Provided that the nature of penalties which may be inflicted, the authority empowered to impose such penalties and the appellate authority shall be as specified in Appendix-B.

2) All members of the Force must remain in proper discipline. The member of the Security Force found guilty of any violation of duty or wilful breach or negligence of any lawful order or who withdraws from duty without permission or who absents from duty without reasonable cause or who engages in employment other than his own duty or who shall be guilty of an offence un-becoming of a member of the Security Force shall/may render him liable for dismissal/discharge from his duty.

3) **Petty Punishments.** Security Guards may also be awarded, as punishment, extra drill, guard, fatigue or other duty for a term not exceeding fourteen days.

EXPLANATION : Petty punishment shall ordinarily be awarded in Orderly Room by Gazetted Officers.

4) **Disciplinary Authority :** The disciplinary authority in respect of a member of the Force for a purpose of imposing any particular penalty or the passing of any disciplinary order shall be the authority under whose administrative control the member is serving and shall include any authority superior to such authority.

22. GENERAL :

In all matters, not expressly provided in these regulations and members of the service shall be governed by such general regulations as may have been, or may hereafter be framed by the Board, from time to time.

23. INTERPRETATION :

If any question arises relating to the interpretation of of the regulations, it shall be referred to the Chairman whose decision shall be final.

24. POWERS TO RELAX :

Where the Board is satisfied that the operation of any of these regulations caused hardship in any particular case, it may, by order dispense with or relax the requirements of that regulation to such extent, and subject to such conditions, as it may considered necessary for dealing with the case in a just and equitable manner.

By order of the Board,

SECRETARY
PUNJAB STATE ELECTRICITY BOARD,
PATIALA.

THE SCHEDULE

(See Regulation 12-C)

A.B. has been appointed a member of the Punjab State Electricity Board Security Force under the P.S.E.B. Security Force Service Regulations, 1976 and is vested with the powers, functions and privileges of a member of the Force.

D.I.G. (V&S)

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APPENDIX-'A'

(Referred to in Regulation 1 (3), Regulation-3 and Regulation-16)

Name of the Post

Chief Security Inspector
Security Inspector.

Assistant Security Inspector.
Security Guard.

APPENDIX-'B'

(Referred to in Regulation-21)

Sr. No.	Nature of Penalty	Authority empowered to impose penalty.	Appellate Authority.
1.	2.	3.	4.
	MINOR PENALTIES :	D.I.G.	P,S.E.B.
i)	Censure ;	(V&S)	
ii)	withholding of promotions ;		
iii)	recovery from pay of the whole or part of any pecuniary loss caused to the Board by negligence or breach of orders;		
iv)	withholding of increments of pay with or without cumulative effect;		
	MAJOR PENALTIES :	-do-	-do-
v)	reduction to a lower stage in the time scale of pay for a specified period, with further directions as to whether or not the Board employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will		

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11/8/2000

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