

OFFICE OF THE SECRETARY  
( Finance Section )

Finance Circular  
No. 21/88

To

1. All Chief Engineers (including Hydel & Irr.).
2. Financial Advisor, PSEB; Patiala.
3. Chief Accounts Officer, PSEB; Patiala.
4. Chief Auditor, PSEB; Patiala.
5. D.I.G. (V&S), PSEB; Patiala.
6. Director/Public Relations, PSEB; Patiala.

Memo.No. 102154/184 /Fin-49

Dated: 23.5 /1988.

Subject: Economy in Expenditure.

-:00:-

In continuation of Finance Circular No. 17/88, issued vide this office Memo.No. 77635/665/Fin-49 dated 22.4.1988, it has been decided that the following additional measures may also be taken for affecting economy in expenditure during the year 1988-89 :-

i) Grant of Additional perquisites to the employees:

No new allowance or perquisites involving additional expenditure may be allowed to the employees unless the additional expenditure can be met out of profits of the Board.

ii) Control of Inventory:

Holding inventories in excess of current requirements leads to uneconomical blocking of scarce funds, especially when working capital is raised by loans at heavy rates of interest. The inventory should therefore, be kept at the minimum level. For this purpose, detailed scrutiny of all items of inventory may be under-taken and surplus stores be disposed off. The maximum limit of inventory during a financial year should be fixed with reference to actual requirements and this limit should not be exceeded under any circumstances. Maximum limits may please be got approved from the Board.

iii) Capital Expenditure:

A detailed examination may be carried out in respect of various schemes and activities for which provision has been made in the capital budget, in order to assess the extent to which these can be rescheduled or postponed without adversely affecting the functioning of the Board.

  
Deputy Secretary Finance.

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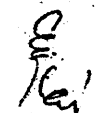
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Endst.No. 102185/103035 /Fin-49/76-77.

Dated: 23.5/1988.

A copy of the above is forwarded to the following for information and necessary action in continuation of this office Endst.No. 77666/78416/Fin-49/76-77 dated 22.4.1988 :-

1. All S.Es, Including Hydel Administration.
2. All Executive Engineers, in PSEB.
3. All Deputy Secretaries, PSEB; Patiala.
4. S.A. (Accounts) to Member/Finance & Accounts.
5. Legal Advisor, PSEB; Patiala.
6. Director/Training, TTI, PSEB; Patiala.
7. All Under Secretaries/Administrative Officer, PSEB.
8. Sr. Industrial Relations Officer, PSEB; Patiala.
9. Deputy Secretary/Co-ordination, PSEB, B-54, Greater Kailash-1, New Delhi-110048.
10. O.S.D. (T) to Chairman.
11. Director/Monitoring, PSEB; Patiala.
12. S.E. (T) to Member (D), Member/Hydel, Member/Commercial and S.A. (T) to Administrative Member.
13. Resident Audit Officer, PSEB; Patiala.
14. Deputy Chief Accounts Officers/Senior Accounts Officers, Accounts Officers in the PSEB.
15. Deputy Financial Advisor (Budget Section), PSEB; Patiala.
16. P.S. to Chairman/Members/Secretary.
17. All Sectional Officers/Sectional Heads of Head Office.
18. Director/Sports & Cultural Affairs, PSEB; Patiala.
19. Grievances Officer/Protocol-cum-Liaison Officer, PSEB; Patiala.
20. O.S.D./Accounts, PSEB; Patiala.

  
Superintendent/Finance.

Endst.No. 103036 /Fin-49/76-77.

Dt: 23.5/1988.

A copy of the above is forwarded to the Secretary to Govt. Punjab, Deptt. of Finance (Finance Budget-I Branch), Chandigarh, in continuation of this office Endst.No. 78417/Fin-49 dated 22.4.1988.

  
Superintendent/Finance.

Endst.No. 103037 /Fin-49/76-77.

Dt: 23.5/1988.

A copy of the above is forwarded to the Director, Institutional Finance and Banking and Bureau of Public Enterprises, Government of Punjab, Department of Finance, SCO No. 53-55/17-D, Chandigarh, for information, with reference to his letter No. 9(20)84-FD(BPE)SO-III/985-1014 dt. 29.4.1988.

  
Superintendent/Finance.

PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

( Finance Section )

Finance Circular  
No. 22 /88

To

1. All Chief Engineers (including Hydel Irr.)
2. Chief Accounts Officer, PSEB; Patiala.
3. Chief Auditor, PSEB; Patiala.
4. Financial Advisor, PSEB; Patiala.
5. D.I.G. (V&S), PSEB; Patiala.
6. All S.Es/Directors (including Hydel Irr.)
7. All Xens/Dy.Directors ( -do- )

Memo.No. 103225/695 /Fin-126/Vol-II.

Dated Patiala, the, 25-5 /1988.

Subject: Classification of Posts - Criteria thereof.

-:00:-

The Board, vide its circular Memo. No. 146622/7087/Fin-126/Vol-II dated 16.11.1984, adopted Govt. of Punjab, Deptt. of Personnel and Administrative Reforms (Personnel Policies Branch) I.D.No. 11/7/78-IPP/6073 dated 26.6.1984 in to-to, whereby due to the revision of scales of pay with effect from the 1st January, 1978, the criteria for the classification of posts previously laid down with effect from 1.2.1968, was re-determined on the basis of following norms :-

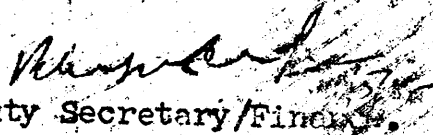
- Class-I : Posts carrying scale of pay (time scale) with a maximum of Rs. 1850/- and above .
- Class-II : Posts carrying scale of pay (time scale) with a maximum of not less than Rs. 1530/- but less than Rs. 1850/- .
- Class-III : Posts carrying scales of pay (time scale) with a maximum of not less than Rs. 600/- but less than Rs. 1580/- .
- Class-IV : Posts carrying scale of pay (time scale) the maximum of which is less than Rs. 600/- .

2. The Chief Engineer/Thermal, GNDTP, Bhatinda and General Manager/O&M, RTP; Ropar, have pointed out that the re-classification of services w.e.f. 1.1.1978, as mentioned in para F supra, has, in fact, operated harshly on the following categories of employees, who by virtue of their maximum pay scale being more than Rs. 120/- were earlier treated as class-III employees, but due to the revision of their pay scales w.e.f. 1.1.1978 and re-classification,

they have been made to fall under Class-IV. Consequently, in their case, the shift duty allowance has been reduced from Rs. 50/- to Rs. 35/- P.M.

Sr. No.	Name of category	Old Scale (Class-III)	New Scale (Class-IV)
1.	Skilled Workers	Rs. 85/124	Rs. 325-495
2.	Skilled Helpers	Rs. 85/124	
3.	Riggers.	Rs. 90/140	

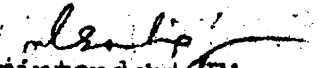
3. The matter has been considered and it has been decided that status quo in respect of categories as mentioned in para-2 above for the purpose of grant of shift duty allowance as admissible to these categories prior to the re-classification of posts may continue so that they may continue to get shift duty allowance @ Rs. 50/- per month instead of Rs. 35/- per month.

  
Deputy Secretary/Finance.

Endst.No. 103696/104096 /Fin-126/Vol-II Dated: 25-5-88

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

1. All Deputy Secretaries/Under Secretaries/ Administrative Officer, PSEB.
2. Under Secretary/Meeting, PSEB, Patiala with ref. to his UO No. 2205/M-5/88/22 dated 20-5-88.
3. All Deputy C.A.Os/Dy.C.As/Dy.F.As/Senior Accounts Officers/Accounts Officers (in the Head Quarters offices, Projects, Field and Pre-audit offices).
4. Accounts & Finance Manager, GNDTP; Bhatinda.
5. Resident Audit Officer, PSEB, Patiala.
6. O.S.D. (T) to Chairman.
7. SE/T to Member/Hydel, Member(D) and Member/Comm.
8. S.A./T to Administrative Member.
9. S.A.(Accounts) to Member/Finance & Accounts.
10. Sr. Industrial Relations Officer, PSEB, Patiala.
11. Legal Advisor, PSEB, Patiala.
12. Director/Public Relations, PSEB, Patiala.
13. Director/Sports & Cultural Affairs, PSEB, Patiala.
14. Director/T.T.I., PSEB, Patiala.
15. P.S. to Chairman/Members/Secretary.
16. All Branch Officers and Head of Sections.

  
Superintendent/Finance.

Endst.No. 104097/4110 /Fin.126/Vol-II Dated: 25-5-88

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

1. Secretary, BBMB, Chandigarh.
2. Secretary/BCB, Chandigarh.
3. Member/Power, BBMB, Chandigarh.
4. Chief Engineer/Elect., Beas Project, Chandigarh.
5. Chief Engineer/Beas Sutlej Link. Sunder Nagar(HD)

PUNJAB STATE ELECTRICITY BOARD  
OFFICE OF THE SECRETARY  
(FINANCE SECTION)

Finance Circular  
No. 23/88

ORDER

No. 417 /Fin 514

Dated : 30.5.1988.

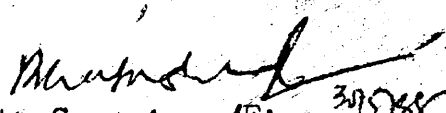
The Punjab State Electricity Board is pleased to sanction the grant of Project Allowance to the staff posted in the Ranjit Sagar Dam Project, Shahpur Kandi, on the lines of similar allowance sanctioned by the Punjab Government for the staff of Irrigation Department, at the rates mentioned below :-

Sr. No.	Pay Range	Rate of Project Allowance per month
1.	Upto Rs. 550/-	15% with a minimum of Rs. 50/- and maximum of Rs. 75/- per month.
2.	Rs. 551/- to Rs. 1000/-	12.5% with a minimum of Rs. 75/- per month.
3.	Above Rs. 1000/-	10% with a minimum of Rs. 125/- and a maximum of Rs. 200/-

2. The above Project Allowance is subject to the condition that either the Project Allowance at the above rates or the Local Allowances sanctioned by the Board from time to time would be admissible and not both.

3. The Project Allowance will come into force with effect from 1-6-87.

Endst.No. 107221/23

  
Deputy Secretary/Finance  
/Fin-514 Dt: 30.5.88

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

1. Chief Accounts Officer, PSEB, Patiala.
2. Resident Audit Officer, PSEB, Patiala.
3. Chief Auditor, PSEB, Patiala.

Endst.No. 107224/824

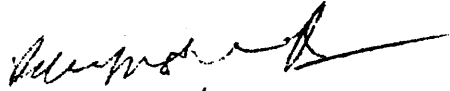
/Fin-514

Dated: 30.5.1988.

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

1. General Manager/Hydel, PSEB, Patiala.
2. General Manager/O&M, RTP; Ropar.
3. Engineer-in-Chief/Planning, PSEB, Patiala.

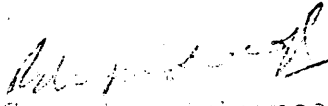
7. D.I.G./V&S, PSEB, Patiala.
8. Director/Sports & Cultural Affairs, PSEB, Patiala.
9. Financial Advisor, PSEB, Patiala.
10. Chief Accounts Officer, P&A Sec., PSEB, Patiala.
11. Chief Accounts Officer, EAD Sec., PSEB, Patiala.
12. OSD/T to Chairman.
13. SA/T to Members
14. Director/Ranjit Sagar Dam (Design Dte), Patiala.
15. Director/Plant Design Dte., PSEB, Shahpur Kandi.
16. All Dy. CAGs/Sr. AOs, PSEB .
17. Director Public Relations, PSEB, Patiala.
18. Legal Advisor, PSEB, Patiala.
19. All Dy. Secretaries/Under Secretaries, PSEB .
20. Sr. I.R.O., PSEB, Patiala.
21. PS to Chairman/Members/Secretary.
22. All Branch Officers and Heads of Sections.
23. Grievances Officer/Protocol-cum-Liaison Officer, PSEB.
24. Secretary, Pay Revision Committee, PSEB, Patiala.
25. Under Secretary/Meeting, PSEB, Patiala, with ref. to his UC No. 2184/M-5/88/5 dated 20-5-88.

  
Deputy Secretary/Finance

Endst.No. 107825/26. /Fin.514 Dated: 30.5.88.

Copy of the above is forwarded to the following for information :-

1. Commissioner for Finance and Secretary to Govt. of Punjab, Finance Department, Punjab Civil Sectt. Chandigarh.
2. Secretary to Govt. Punjab, Deptt. of Irrigation & Power Sector 35, Chandigarh .

  
Deputy Secretary/Finance

30/5/88

## OFFICE OF THE SECRETARY

( Finance Section )

Finance Circular  
No. 24 /88

To

1. All General Managers/Engineer-in-Chief and Chief Engineers including Hydel and Irrigation Works, Punjab.
2. Financial Advisor, PSEB; Patiala.
3. Chief Auditor, PSEB; Patiala.
4. Chief Accounts Officer, PSEB; Patiala.

Memo.No. 109153/9178 /FP-27/Vol-IV/L-3.Dated: 1/6 /1988.

Subject: Clarification regarding grant of bi-ennial increments.

--:00:--

Attention is invited to office order No.125/PRC/Fin. dated 28.3.1988 vide which an amendment has been made in sub regulation (2) to Reg. 7 of PSEB (Revised Scales of Pay) Regulations, 1980. The matter regarding the implementation of the provisions contained in above office order has been further considered and it is clarified that the bi-ennial increment is also to be allowed to an officer in the time scale or in the Selection Grade, as the case may be, even if no two posts are involved. For example, an S.E. shall get bi-ennial increment in the time scale as well as in the Selection Grade if it becomes due in either case.

Further action for fixation of pay of the concerned employees may please be taken accordingly.

*Bhambhani* 1/6/88  
Deputy Secretary/Finance.

Endst.No. 109179/9699 /FP-27/Vol-IV/L-3. Dt: 1/6 /1988.

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

1. All S.Es/Directors (including Hydel Irrigation).
2. All Xens/Dy.Directors ( -do- )
3. D.I.G. (V&S), PSEB; Patiala.
4. Director Sports & Cultural affairs, PSEB; Patiala.
5. O.S.D. (T) to Chairman.
6. S.E. (T) to Member/Hydel, Member (D) and Member (C).

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7. (Accounts) to Member/Finance & Accounts.
8. S.A. (T) to Administrative Member.
9. C.A.O./P&A Section, PSEB; Patiala (10 Spare Copies)
10. C.A.O./EAD Section, PSEB; Patiala (15 " " )
11. Accounts & Finance Manager, GNDTP; Bathinda. (15 " " )
12. R.A.O., PSEB; Patiala. (10 " " )
13. Dy.C.A.O./H.Qrs., PSEB; Patiala.
14. Dy.C.A.O./O&M, RTP; Ropar. (5 " " )
15. Dy.C.A.O./Const., RTP; PSEB; Ropar. (5 " " )
16. Dy.C.A.O./Projects, Hydel Irrigation Punjab, Chandigarh.
17. Dy.C.A.O./Material Management, PSEB; Patiala.
18. Deputy C.A.O./M&MHP, PSEB; Patiala.
19. Sr.Accounts Officer/ASHP; Anandpur Sahib.
20. Sr.Accounts Officer/Mukerian Hydel Project, Talwara.
21. Sr.Accounts Officer/Thermal Const., GNDTP; Bathinda.
22. A.O./Const. (Site Accounts Cell), GNDTP; Bathinda.
23. A.O./Pre-audit Thermal Design, PSEB; Patiala.
24. All Sr.Accounts Officers, Accounts Officers in Pre-audit Offices and Field Offices

*[Signature]*  
Superintendent/Finance.

Endst.No. 109700/110000 /FP-27/Vol-IV/L-3. Dt: 1/6 /1988.

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 Department (Member PSEB), Punjab Civil Secretariat, Chandigarh.
2. Secretary, BBMB; Chandigarh.
3. Secretary/NREB, F-Wing, Nirman Bhawan, New Delhi.
4. Secretary/BCB; Chandigarh.
5. Secretary/H.P.S.E.B; Simla-4.
6. Member/Power, BBMB; Chandigarh.
7. Chief Engineer/Elecl., Beas Project; Chandigarh.
8. Chief Engineer/Beas Sutlej Link, Sunder Nagar (HP).
9. Chief Engineer/Elecl., Chandigarh Administration, Chandigarh.
10. F.A./C.A.O., Beas Project, Talwara Township.
11. General Manager, BCB, Talwara Township.
12. Finance Secretary, Chandigarh Administration, Chandigarh.
13. General Manager, Delhi Electricity Supply Undertaking, New Delhi.
14. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha, Nehru Palace, New Delhi.
15. F.A. and C.A.O., BBMB; Nangal.

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Ex-gratia increment

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PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

( Finance Section )

No. 32/88

To

1. All General Managers/Engineers-in-Chief and Chief Engineers including Hydel and Irrigation Works, Punjab.
2. Financial Advisor, PSEB; Patiala.
3. Chief Auditor, PSEB; Patiala.
4. Chief Accounts Officer, PSEB; Patiala.

*see*  
32/88

Memo No. 108306/332 /FP-27/Vol-IV/L-3

Dated: 1/6 /1988.

Subject: Clarification regarding grant of ex-gratia increments.

-:00:-

Attention is invited to office order No. 127/ERC/Fin. dated 28.3.1988 vide which an amendment has been made to the PSEB (Revised Scales of Pay) Regulations, 1980. The matter regarding implementation of the provisions contained in the above order has been further considered in the light of instructions contained in Board's circular Memo.No.178723/179028/FP-27 dated 28.10.1980. Vide these instructions, it was clarified that the ex-gratia increment is to be treated as a part of basic pay. These instructions are to be read alongwith the provisions contained in Rule : 4.14 (2) of Punjab Civil Services Rules Vol-I/Regulation 4.15 (2) of PSEB Main Service Regulations Vol-I. Accordingly, the pay where required has to be re-fixed under regulation 4.15 (2) ibid. The cases falling between the period from 1.2.1981 to date will only be covered because upto 31.1.1981, notional formula remained in force and under that formula no re-fixation is permissible. Further, it should be within the scale i.e. re-fixation can be done if pay remains upto maximum of time scale. The notional formula was not applicable in the case of Class-I officers. As such, their pay will be re-fixed w.e.f. 1.1.1978 as and when required.

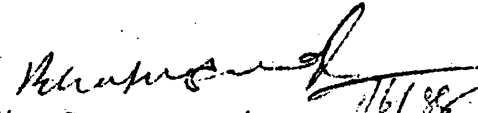
It is further clarified that on the grant of increment from the next date under sub clause (ii) of clause (1) of Regulation-7 of PSEB (Revised Scales of Pay) Regulations, 1980, the next increment is to be allowed after one year i.e. 1.1.1979; <sup>or as the case may be.</sup> The benefit of stepping up of pay as envisaged in

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the following circular instructions, shall no more be admissible, as these instructions are applicable only in cases prior to the revision of pay scales :-

1. Memo No. 223965/4315/FP-18/86-87 dated 21.11.1977.
2. Memo No. 199849/200100/FP-18/78-79 dated 21.9.1978.
3. Memo No. 48070/48422/FP-18/76-77 dated 7.4.1979.
4. Memo No. 149111/421/FP-18/76-77 dated 18.9.1979.

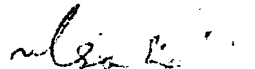
It is requested that further action for re-fixation of pay of the concerned employees may please be taken accordingly.

  
Deputy Secretary/Finance

Endst.No. 108332/852 /FP-27/Vol-IV/L-3 Dt: 1/6 /1988.

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

1. All S.Es/Directors (including Hydel Irrigation).
2. All Xens/Dy.Directors ( -do- )
3. D.I.G., (V&S), PSEB; Patiala.
4. Director Sports & Cultural affairs, PSEB; Patiala.
5. O.S.D. (T) to Chairman.
6. S.E. (T) to Member/Hydel, Member (D) and Member (C).
7. S.A.Accounts to Member/Finance & Accounts.
8. S.A. (T) to Administrative Member.
9. C.A.O./P&A Section, PSEB; Patiala (10 Spare Copies)
10. C.A.O./EAD Section, PSEB; Patiala (15 " " )
11. Accounts & Finance Manager, GNDTP; (15 " " )  
Bathinda.
12. R.A.O., PSEB; Patiala (10 " " )
13. Dy.C.A.O./H.Qrs., PSEB; Patiala.
14. Dy.C.A.O./O&M, RTP; Ropar. ( 5 " " )
15. Dy.C.A.O./Const., RTP; PSEB; Ropar. ( 5 " " )
16. Dy.C.A.O./Projects, Hydel Irrigation Punjab,  
Chandigarh.
17. Dy.C.A.O./Material Management, PSEB; Patiala.
18. Deputy C.A.O./M&MHP, PSEB; Patiala.
19. Sr.Accounts Officer/ASHP; Anandpur Sahib.
20. Sr.Accounts Officer/Mukerian Hydel Project, Talwara.
21. Sr.Accounts Officer/Thermal Const., GNDTP; Bathinda.
22. A.O./Const. (Site Accounts Cell), GNDTP; Bathinda.
23. A.O./Pre-audit Thermal Design, PSEB; Patiala.
24. All Sr.Accounts Officers, Accounts Officers in  
Pre-audit Offices and Field Offices.

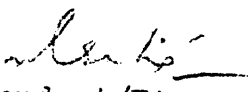
  
Superintendent/Finance.

Endst.No. 108853/9152 /FP-27/Vol-IV/L-3. Dt: 1/6 /1988.

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 Department (Member PSEB),  
Punjab Civil Secretariat, Chandigarh.

2. Secretary, BBMB; Chandigarh.
3. Secretary/NREB, F-Wing, Nirman Bhawan, New Delhi.
4. Secretary/BCB; Chandigarh.
5. Secretary/H.P.S.E.B; Simla-4.
6. Member/Power, BBMB; Chandigarh.
7. Chief Engineer/Elecl., Beas Project; Chandigarh.
8. Chief Engineer/Beas Sutlej Link, Sunder Nagar (HP).
9. Chief Engineer/Elecl., Chandigarh Administration, Chandigarh.
10. F.A./C.A.O., Beas Project, Talwara Township.
11. General Manager, BCB, Talwara Township.
12. Finance Secretary, Chandigarh Administration, Chandigarh.
13. General Manager, Delhi Electricity Supply Undertaking, New Delhi.
14. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha, Nehru Palace, New Delhi.
15. F.A. and C.A.O., BBMB; Nangal.
16. Legal Adviser, PSEB; Patiala.
17. Director/Public Relations, PSEB; Patiala.
18. Director/TTI, PSEB; Patiala.
19. All Deputy Secretaries/Under Secretaries/ Administrative Officer/Inquiry Officer, PSEB.
20. Sr.Industrial Relations Officer, PSEB; Patiala.
21. Dy.Secretary/Co-ordination, PSEB; B-54, Greater Kailash-1, New Delhi-110048.
22. P.S. to Chairman/Members/Secretary.
23. All Branch Officers and Heads of Sections.
24. Grievances Officer/Protocol-sum-Liaison Officer, PSEB; Patiala.
25. Secretary, Pay Revision Committee, PSEB; Patiala.

  
Superintendent/Finance.