



M.P.PASCHIM KSHETRA VIDYUT VITARAN CO. LTD
GPH CAMPUS, POLOGROUND : INDORE - 452003
Fax No. 0731-2423300, WEBSITE : www.mpkvvcl.org

No. CMD/WZ/01/HR/ 597

Indore, Dated:

1 NOV 2011

CIRCULAR

In accordance with the approval given by the Energy Department, Government of Madhya Pradesh, Bhopal vide its approval No.8543 /13/2011/02 dtd.6.8.2011 read with No.9801/13/2011/02 dtd.26.9.2011, the Madhya Pradesh Paschim Kshetra Vidyut Vitaran Company Limited is pleased to adopt "Employee Service Conditions hereinafter referred to as Human Capital Manual".

This Human Capital Manual shall be applicable to all Regular Employees appointed by the Company since 2006 and working on Company Cadre. The MPSEB employees deputed/transferred in the Company shall not be governed by this Manual.

The Human Capital Manual shall be applicable with effect from 1st Dec'2011. However, the provision of MP Civil Services Conduct and Appeal Rule 1965 (with up to date amendments) shall also be applicable wherever provisions of these rules are not covered in the said manual.

The Human Capital Manual is available on Company's website www.mppkvvcl.org by giving following details:

- a) Permanent Retirement Account Number(PRAN)- as allocated by NSDL.
- b) Date of birth of the employee - as per the company's record.

This circular may be circulated widely amongst employees recruited by the Company.

By order
Sd/-
(G S Baghel)
Addl. Secretary

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GPH CAMPUS, POLOGROUND : INDORE - 452003
Fax No. 0731-2423300, WEBSITE : www.mpkvvcl.org

No. CMD/WZ/01/HR/ 595

Indore, Dated:

5 1 NOV 2011

CIRCULAR

In accordance with the approval of Energy Department, Government of Madhya Pradesh, Bhopal, Madhya Pradesh Paschim Kshetra Vidyut Vitaran Company Limited is pleased to adopt the "Wages and Allowances Manual".

This Wages and Allowances Manual shall be applicable to all Regular Employees appointed by the Company since 2006 and working on Company Cadre. The MPSEB employees deputed/transferred in the Company shall not be governed by this Manual.

The Wages & Allowances Manual shall be applicable with effect from 1st April'2012.

The wage revision shall be done for the applicable employees from 1st April 2012. The final salary computation, post pay fixation will be done for all applicable employees and their revised wage letter will be shared with them by March'2012.

The Wages & Allowances Manual is available on Company's website www.mppkvcl.org by giving following details:

- Permanent Retirement Account Number(PRAN)- as allocated by NSDL.
- Date of birth of the employee - as per the company's record.

This circular may be circulated widely amongst employees recruited by the Company.

By order

Sd/-

(G S Baghel)
Addl. Secretary



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Fax No. 0731-2423300, WEBSITE : www.mpkvvcl.org

No. CMD/WZ/01/HR/ 596

Indore, Dated: 1 NOV 2011

NOTIFICATION

Sub: Notification of Human Capital Manual

The Madhya Pradesh Paschim Kshetra Vidyut Vitaran Company Limited is adopting the Human Capital Manual approved by the Energy Department, Government of Madhya Pradesh, Bhopal vide No.8542 /13/2011/02 dtd.6.8.2011 read with No.9801/13/2011/02 dtd.26.9.2011 w.e.f 1st December 2011. This Manual shall be applicable for all Company Cadre employees who have been appointed by the Company since 2006. It is to be noted that this manual shall not be applicable for MPSEB employees who are deputed or transferred to the Company.

By order

Sd/-
(G S Baghel)
Addl. Secretary

No. CMD/WZ/01/HR/ 26863
Copy to:

Indore, Dated: 1 NOV 2011

1. The Secretary, MPSEB, Jabalpur.
 2. The Additional Secretary, GoMP, Energy Department, Bhopal.
 3. The Executive Director(O&M), MPPKVCL, Indore.
 4. The Chief Engineer(IR/UR), MPPKVCL, Indore / Ujjain
 5. The Chief Engineer(Civil), MPPKVCL, Indore
 6. The Chief Engineer(Comm./Pur), Corporate Office MPPKVCL, Indore.
 7. The Director(F&A) Corporate Office MPPKVCL, Indore.
 8. The Addl. Secretary, MP PKVCL / MP PGCL / MP PTCL / TRADECO Jabalpur.
 9. The Chief General Manager(HR), MPMKVCL, /, Bhopal.
 10. The Project Director(R-APDRP), Corporate Office, MPPKVCL, Indore.
 11. The Addl. Chief Engineer (Works/ADB/Project-II) Corporate Office, MPPKVCL, Indore.
 12. The Addl. Chief Engineer(O&M) Circle, MPPKVCL, Indore.
 13. All Section Heads, Corporate Office, MPPKVCL, Indore.
 14. The Superintending Engineer(Store/MT) MPPKVCL, Indore.
 15. All Superintending Engineer(City/O&M/Civil) MPPKVCL, _____
 16. All Executive Engineer(City/O&M/STM/STC/MT/Civil) MPPKVCL, _____
 17. The Executive Engineer(Computer), MPPKVCL, Indore. He is requested to display the above notification on the company's website.
 18. All Sr. / Regional Accounts Officer, MP PKVCL _____
 19. P.S to Secretary, Energy Department, GoMP, Bhopal.
 20. P.S. to CMD(WZ), MPPKVCL, Indore
 21. Shri/Ms. _____ Designation _____
through CE(IR/UR), MPPKVCL, Indore/Ujjain
- For information and necessary action.

(Madan Saraf)
Joint Secretary

M.P.PASCHIM KSHETRA VIDYUT VITARAN CO. LTD

GPH CAMPUS, POLOGROUND : INDORE - 452003

Fax No. 0731-2423300, WEBSITE : www.mpkvvcl.org

No. CMD/WZ/01/HR/ 594

Indore, Dated:

1 NOV 2011

NOTIFICATION

Sub: Notification of Wages and Allowances Manual

In accordance with the approval of Energy Department, Government of Madhya Pradesh, Bhopal, Madhya Pradesh Paschim Kshetra Vidyut Vitaran Company Limited is adopting the Wages & Allowances Manual w.e.f 1st April 2012. This Manual shall be applicable for all Company Cadre employees who have been appointed by the Company since 2006. It is to be noted that this manual shall not be applicable for MPSEB employees who are deputed or transferred to the Company.

By order
Sd/-
(G S Baghel)
Addl. Secretary

No. CMD/WZ/01/HR/ 26861

Indore, Dated: 1 NOV 2011

Copy to:

1. The Secretary, MPSEB, Jabalpur
2. The Additional Secretary, GoMP, Energy Department, Bhopal.
3. The Executive Director(O&M), MPPKVCL, Indore.
4. The Chief Engineer(IR/UR), MPPKVCL, Indore / Ujjain
5. The Chief Engineer(Civil), MPPKVCL, Indore
6. The Chief Engineer(Comm./Pur), Corporate Office MPPKVCL, Indore.
7. The Director(F&A) Corporate Office MPPKVCL, Indore.
8. The Addl. Secretary, MP PKVCL/ MP PGCL / MP PTCL/TRADECO Jabalpur.
9. The Chief General Manager(HR), MPMKVCL, /, Bhopal.
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- For information and necessary action.

(Madan Saraf)