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JOINT ELECTRICITY REGULATORY COMMISSION FOR THE STATES OF MANIPUR AND MIZORAM

NOTIFICATION

No. A. 45014/1/08-JERC, the 20th October, 2008. In exercise of powers conferred by Section 91(3) of the Electricity Act, 2003, the Joint Electricity Regulatory Commission for the States of Manipur and Mizoram, with the approval of the Central Government, do hereby make the following regulations, namely :-

CHAPTER I

PRELIMINARY

1. Short Title and Commencement -

- a. These regulations may be called the Joint Electricity Regulatory Commission for the States of Manipur and Mizoram (Recruitment, Control and Service Conditions of Officers and Staff) Regulations, 2008.
- b. These regulations shall come into force from the date of publication of notification in the official gazette.

2. Application - These regulations shall apply to officers and other employees of Joint Electricity Regulatory Commission mentioned in regulation 5 of these regulations.

3. Definitions -

In these regulations, unless the context otherwise requires, -

- (a) "Act" means the Electricity Act, 2003;
- (b) "Central Government" means Ministry of Power in Union of India and include other Ministry/Departments in the Union of India.
- (c) "Appointing Authority" means -
 - (i) Chairperson, in respect of all posts from Sl. No. 1 to 8 of regulation 4.
 - (ii) Secretary in respect of all posts from Sl. No. 9 to 14 of regulation 4.
 - (iii) Assistant Secretary in respect of all other posts.
- (d) "Chairperson" means the Chairperson of the Commission;

- (e) "Commission" means the Joint Electricity Regulatory Commission for the States of Manipur and Mizoram.
- (f) "Disciplinary Authority" means -
- (i) Chairperson, in respect of all posts from Sl. No.1 to 8 of regulation 4.
 - (ii) Secretary in respect of all posts from Sl. No. 9 to 14 of regulation 4.
 - (iii) Assistant Secretary in respect of all other posts.
- (g) "Function" means and includes all work related to activities of the Commission;
- (h) "Member" means a Member of the Commission;
- (i) "Staff" includes both officers and employees of all categories appointed whether on deputation on foreign service terms or permanent absorption or on short-term contract basis or direct recruitment or promotion;

Words and expressions used in these regulations but not defined, shall have the same meaning as respectively assigned to them under the Act or by general orders issued by the Department of Personnel & Training of Union of India.

CHAPTER II

SANCTIONED STRENGTH

4. **Sanctioned Strength** - The staffing pattern in the Commission shall be categorised in different pay scales as given in the table below:-

S.N	Post	Scale of Pay	No. of Posts
1.	Secretary	Rs. 18400-500-22400	1
2.	Chief	Rs. 18400-500-22400	2
3.	Deputy Chief	Rs. 14300-400-18300	2
4.	Assistant Secretary	Rs. 10000-325-15200	1
5.	Assistant Chief	Rs. 10000-325-15200	2
6.	Bench Officer	Rs. 10000-325-15200	1
7.	Principal Pvt. Secretary	Rs. 10000-325-15200	2
8.	Pay & Accounts Officer	Rs. 8000-275-13500	1
9.	Private Secretary	Rs. 6500-200-10500	5
10.	Personal Assistant	Rs. 5500-175-9000	1
11.	Stenographer	Rs. 4000-100-6000	3
12.	Clerk-cum-Operator	Rs. 4000-100-6000	4
13.	Cashier/Bill Clerk	Rs. 4000-100-6000	1
14.	Despatch Clerk	Rs. 3050-75-4590	1
Total:			27

5. Mode of appointment -

5.1 Appointments against the sanctioned posts in the Commission may be made either through direct recruitment or on short-term contract basis or on deputation followed by absorption or on promotion basis as under:

Post	Mode of appointment
Secretary	Deputation on foreign service terms/Absorption
Chief	Deputation on foreign service terms including short-term contract/Absorption
Deputy Chief	Deputation on foreign service terms including short-term contract/Absorption
Pay & Accounts Officer	Deputation on foreign service terms/Absorption
Assistant Secretary	Deputation on foreign service terms/Absorption
Assistant Chief	Deputation on foreign service terms including short-term contract/Absorption
Bench Officer	Deputation on foreign service terms including short-term contract/Absorption
Principal Private Secretary	Promotion failing which by Deputation on foreign service terms including short-term contract
Private Secretary	Promotion failing which by Deputation on foreign service terms including short-term contract
Personal Assistant	Promotion failing which by Deputation on foreign service terms including short-term contract
Stenographer	Direct Recruitment failing which by Deputation on foreign service terms including short-term contract/Absorption
Clerk-cum-operator	Promotion/Direct Recruitment failing which short term contract
Cashier/Bill Clerk	Promotion/Direct Recruitment failing which short term contract
Despatch Clerk	Direct Recruitment failing which Deputation including short term contract

5.2 The appointment on deputation on foreign service terms/short-term contract basis shall be made initially for a period of three years. Extension beyond this period would be considered in consultation with the Central Government.

5.3 The staff appointed on a regular basis in the Commission before the commencement of these regulations shall be deemed to have been appointed under these regulations.

5.4 Provided that the Staff appointed on deputation and willing to get permanently absorbed in the Commission, may on completion of two years of deputation in the said post may exercise their option for permanent absorption in the Commission in the said post and the appointing authority may in its discretion, take such decision, as it considers appropriate.

6. Allocation of posts -

The inter-se allocation of the sanctioned posts among different functional areas shall be as decided by the Commission from time to time.

7. Power to keep posts vacant -

Nothing in regulation 5 shall be construed as requiring the Commission to have at all times, staff serving in all the categories or posts.

CHAPTER III**PROCEDURE FOR RECRUITMENT AND APPOINTMENT****8. Appointing Authority -**

All appointments of Officers and employees shall be made by the appointing authority as specified in clause (c) of regulation 3 of these regulations

9. Eligibility criterion for deputation -

The eligibility criterion for deputation shall be as given in Appendix-I

10. Eligibility criterion for direct recruitment -

10.1 The eligibility criterion for appointment by direct recruitment shall be as given in Appendix-II

10.2 The persons appointed through direct recruitment shall be on probation for a period of two years and shall be governed by guidelines issued by Central Government in this regard.

11. Eligibility criterion for Short-term contract appointment -

The eligibility criterion for short-term contract appointment shall be as given in Appendix-I & II

12. Eligibility criterion for appointment on promotion basis -

The eligibility criterion for appointment on promotion basis shall be as given in Appendix-III.

13. Announcement of vacancies -

The Commission shall announce the number of vacancies to be filled by deputation on foreign service terms/short-term contract basis or through direct recruitment and invite applications for appointment in the Commission by advertisement in the Employment News/Rozgar Samachar and also by inviting applications from all the departments, attached offices and subordinate offices of the Central Government and the Participating State Governments, Universities, recognized research institutions, public sector undertakings etc

14. Processing of Application -

The Selection Committee shall consider the applications received in the Commission and may shortlist candidates, based on the requirements of the job and the curriculum vitae of the candidates, for further processing. The Selection Committee may prescribe the mode of selection including written test or interview or any other method, for assessing the suitability of the shortlisted candidates.

15. Constitution of Selection Committee -

There shall be a Selection Committee for short listing the candidates and making recommendations for appointment.

- (a) For selection to all the posts from Sl No. 1 to 8 in regulation 4, the Selection Committee shall consist of the following :-

Chairman: Chairperson of the Commission.

Members: One Member of the Commission.

Convenor: Secretary of the Commission.

Note: Chairman of the Selection Committee may also co-opt one subject-specialist/Head of the Division of the Commission as a member of the Selection Committee.

- (b) For selection to all the posts from Sl No. 9 to 14 in regulation 4, the Selection Committee shall consist of the following :-

Chairman: Secretary of the Commission.

Member : Two Chiefs/Deputy Chiefs nominated by the Secretary of the Commission.

Convenor: Assistant Secretary of the Commission.

- (c) For selection to all other posts not indicated in regulation 4, the Selection Committee shall consist of the following :-

Chairman: Assistant Secretary of the Commission.

Member : Bench Officer / Assistant Chief of the Commission.

Convenor: Pay & Accounts Officer of the Commission.

16. Select list of candidates -

On the recommendation of the Selection Committee the appointing authority shall prepare a select list of candidates arranged in order of merit which shall remain valid for a period of one year.

17. Selection of candidates -

- a. Offers of appointment to candidates on the select list shall be issued in the order of merit shown in the select list specifying a time limit within which the candidate must join service, which may be extended at the discretion of the Appointing Authority.

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- b. The letter of offer of appointment shall specify the conditions to be fulfilled by the candidate, prior to appointment.
 - c. The appointing authority may withdraw its offer of appointment if the selected candidate fails to fulfill any of the conditions prescribed prior to appointment or if the candidate fails to join service within the specified time.
 - d. All appointments by direct recruitment shall be subject to verification of character and antecedents and certificate of fitness issued by a Medical practitioner not below the level of an MBBS.
 - e. Where an offer of appointment is withdrawn, in the manner prescribed in clause (c) above, an offer of appointment shall be issued to the candidate next below in the order of merit in the select list.

CHAPTER IV

18. PAY, ALLOWANCES AND CONDITIONS OF SERVICE

- 18.1 Pay, Allowances and Other Conditions of Service of the officers and staff of the Commission shall be governed in accordance with the Central government Rules and other general orders/instructions/guidelines issued by Central Government from time to time, in respect of comparable officers in each grade
- 18.2 Medical facilities shall be admissible in accordance with the Joint Electricity Regulatory Commission (Medical facilities) Regulations as may be notified by the Commission separately.

19. Placement of staff -

- a. The posting of staff, at any time, shall be as decided by the appointing authority in any post, not lower in the scale of pay than the post for which the staff member was recruited.
- b. A staff member may hold more than one post for which no extra remuneration shall be paid except as otherwise provided by the Central Government.

CHAPTER V

ANNUAL ASSESSMENTS, DISCIPLINARY PROCEEDINGS AND PENALTIES

20. Confidential reports -

In the matter of the annual confidential reports of staff, the instructions issued by the Central Government from time to time in regard to Central Government employees will be suitably adapted by the Commission for comparable officers.

21. Disciplinary proceedings and imposition of penalties -

In the matter of conduct, discipline and imposition of penalties, the Central Civil Services (Conduct) Rules, 1964 and the Central Civil Services (Control, Classification and Appeal) Rules, 1965 and the instructions issued by the Central Government from time to time will be suitably adapted by the Commission. The disciplinary authority in each case will be as specified in paragraph 3(f) of these regulations.

CHAPTER VI

MISCELLANEOUS

22. Training -

- a. Staff may be required to undergo such training as may be prescribed by the Commission.
- b. A staff member charged with misconduct during the period of training may be withdrawn from training and should be liable for appropriate disciplinary proceedings, as the appointing authority deems fit. Penalty in such cases may include recovery of the amount spent on the training by the Commission

23. Power of Relaxation -

The Commission may in the public interest and after recording reasons in writing and obtaining approval of the Central Government, relax any of the provisions of these regulations.

24. Interpretation -

If any question arises relating to the interpretation of these regulations, it will be referred to the Central Government for examination and decision of the Central Government will be final.

By Order of the Commission with the
prior approval of the Government of India


Assistant Secretary

Joint Electricity Regulatory Commission
for Manipur & Mizoram
Aizawl

**EDUCATIONAL QUALIFICATION, EXPERIENCE AND QUALIFYING SERVICE
FOR STAFF ON DEPUTATION ON FOREIGN SERVICE TERMS / SHORT-TERM CONTRACT**

S/No	Post	Scale of Pay	Minimum Educational Qualification	Nature of Experience	Qualifying Service
1	2	3	4	5	6
1.	Secretary	Rs. 18400-500-22400	Graduate Degree	Must have experience in Secretariat functioning in the Central Government as well as experience and knowledge of the functioning of State Governments Prior experience and exposure to regulation and infrastructure management will be preferable.	Officers under Central Government /State Government:- i) Holding analogous posts on regular basis; or ii) With 2 yrs regular service in the scale of Rs. 16400-20000 or equivalent; or iii) With 3 yrs. Regular service in the scale of Rs. 14300-18300 or equivalent
2.	Chief (Engineering)	Rs. 18400-500-22400	Degree in Engineering	Familiarity with the latest technological developments in transmission, generation system planning, designing and operation and preferably familiarity with techno-economic appraisal. Experience in any of these areas both hands on as well as design and planning.	- do -
3.	Chief (Finance)	Rs. 18400-500-22400	MBA in Finance or certified Chartered Accountant or certified Cost Accountant preferably with Engineering Degree	Tariff formulation or cost analysis or financial management.	- do -

4.	Deputy Chief (Economics)	Rs. 14300-400-18300	Post Graduate Degree in Economics with specialization in Econometrics or PG Degree in Mathematics with specialization in O.R. (Operation Research) or PG Degree in Statistics.	Application of regulatory Economics, demand forecasting or modeling.	Officers under Central Government/ State Government:- i) Holding analogous posts on regular basis; or ii) With 5 yrs. regular service in scale of Rs. 12000-16500 iii) With 10 yrs. regular service in scale of Rs. 10000-15200 equivalent; or With 15 years regular service in scale of Rs. 8000-13500 equivalent;
5.	Deputy Chief (Legal)	Rs. 14300-400-18300	Degree in Law preferably with specialization in regulation	Judicial/Quasi-judicial legal matters including proceedings, petitions, pleadings, listing of the case laws etc.	- do -
6.	Assistant Secretary	Rs. 10000-325-15200	Graduate Degree	Must have experience in Secretariat functioning in the Central Govt./State Govt. i.e. General Administration matters, Personal Management, maintenance of discipline.	Officers under Central Government/ State Government:- i) Holding analogous posts on regular basis; or ii) With 5 yrs. regular service in scale of Rs. 8000-13500 equivalent; or iii) With 6 yrs. combined regular service in the scale of Rs. 7500-12000 and Rs. 7450-11500 equivalent; or iv) With 8 yrs. regular service in scale of Rs. 6500-10500 equivalent.
7.	Assistant Chief (Engineering)	Rs. 10000-325-15200	Graduate Degree in Engineering with a relaxation to Diploma in Engineering for members of the CPE (Group 'A')	Hands-on experience in system planning and operation, transmission maintenance and operation, gas generation technologies, coal thermal or hydro power, preferably	-do -

Deputy Chief

					equivalent; or iii) With 8 yrs. regular service in t scale of Rs. 5500-9000;
12.	Private Secretary	Rs. 6500-200-10500	Must be Computer-literate, proficient in using MS Office.	Working as Secretariat Staff.	Persons under Central Governme /State Govt:- i) Holding analogous posts on regul basis; or ii) With 3 yrs. regular service in t scale of Rs. 5500-9000 equivalent; or iii) With 6 yrs. regular service in t scale of Rs. 5000-8000 equivalent iv) With 8 yrs. regular service in t scale of Rs. 4500-7000 equivalent
13.	Personal Assistant	Rs. 5500-175-9000	Preferably computer - literate and proficient in MS Office.	Working as Secretariat Staff.	Persons under Central Governme /State Govt:- i) Holding analogous posts on regul basis; or ii) With 3 yrs. regular service in t scale of Rs. 5000-8000 equivalent; or iii) With 3 yrs. regular service in t scale of Rs.4500-7000 or equivale or With 10 yrs. regular service in t scale of Rs.4000-6000 equivalent.

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Eligibility criteria for direct recruitment/short term contract.

1. **Stenographer:** Must have passed High School. Having strong skills in taking dictation directly onto the computer as well as in shorthand. Must be familiar with file keeping and record management. Must have a pleasing personality and must have proven capability in functioning as a team.

Age limits: The age of the applicant should be between 18 to 27 years as on the date of advertisement of the vacancies. However, usual age relaxation will be admissible to SC, ST, OBC, etc. as per Government Orders in force.

2. **Clerk-cum-operator:** Must have passed High School. The candidate must have a pleasing personality and good interpersonal skills. Proven capability of handling high density electronic and audio messages will be an asset. The candidate must have relevant experience in managing a telephone switch board, receipt/dispatch of mail, keeping leave records and attending to visitors. Proficiency in spoken English is essential.

Age limits: The age of the applicant should be between 18 to 27 years as on the date of advertisement of the vacancies. However, usual age relaxation will be admissible to SC, ST, OBC, etc. as per Government Orders in force.

3. **Cashier/Bill Clerk:** Must have passed 12 Standard. Must be capable of preparing salary and other bills, disbursement of pay and other allowances to the Staff of the Commission and maintaining books of accounts. Must have working knowledge of English and Hindi.

Age limits: The age of the applicant should be between age limit 18 to 27 years as on the date of advertisement of the vacancies. However, usual age relaxation will be admissible to SC, ST, OBC, etc. as per Government Orders in force.

4. **Despatch Clerk:** Must have passed High School. Must have clerical ability and aptitude.

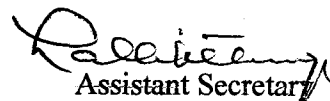
Age limits: The age of the applicant should be between age limit 18 to 27 years as on the date of advertisement of the vacancies. However, usual age relaxation will be admissible to SC, ST, OBC, etc. as per Government Orders in force.

Appendix – III

For appointment on promotion basis

S/No	Post	Scale of Pay	Qualifying Service (from the date of absorption in the Commission)
1	2	3	5
1.	Principal Private Secretary	Rs. 10000-325-15200	8 years regular service in the scale of Rs. 6500-10500.
2.	Private Secretary	Rs. 6500-200-10500	5 years regular service in the scale of Rs. 5500-9000 .
3.	Personal Assistant	Rs. 5500-175-9000	10 years regular service in the scale of Rs. 4000-6000.
4.	Clerk-cum-operator/Cashier/Bill Clerk	Rs. 4000-100-6000	8 years regular service in the scale of Rs. 3050-4590

By the Order of the Commission with the prior approval of the Government of India



Assistant Secretary

Joint Electricity Regulatory Commission
for Manipur & Mizoram
Aizawl

			Services promoted from feeder service.	familiarity with techno-economic appraisal.	
8.	Assistant Chief (Finance)	Rs. 10000-325-15200	MBA in finance or certified Chartered Accountant or certified Cost Accountant – preferably with Engineering Degree	Tariff formulation or cost analysis or financial management.	-do -
9.	Bench Officer	Rs. 10000-325-15200	Degree in Law	Judicial/Quasi-judicial legal matters including proceedings, petitions, pleadings, listing the case law etc.	-do -
10.	Principal Private Secretary	Rs. 10000-325-15200	Must be Computer-literate, proficient in using MS Office.	Working as Secretariat Staff	Officers under Central Government /State Government:- i) Holding analogous posts on regular basis; or ii) With 5 yrs. regular service in the scale of Rs. 8000-13500 or equivalent; or iii) With 6 yrs. regular service in the scale of Rs. 7500-12000 or equivalent; or iv) With 7 yrs. Regular service in the scale of Rs. 7450-11500 or equivalent; or iv) With 8 yrs. regular service in the scale of Rs. 6500-10500 or equivalent.
11.	Pay & Accounts Officer	Rs. 8000-275-13500	Graduate Degree preferably in Commerce.	Having knowledge of Central Government Accounting procedure such as the procedural details for budget, drawing and disbursement, receipts and payments, statutory recoveries, funds etc. their accounting & financial control.	Officers under Central Government /State Government:- i) Holding analogous posts on regular basis; or ii) With combined 3 yrs. regular service in the scale of Rs. 7500-12000 and Rs. 7450-11500. iii) With 4 yrs. regular service in the scale of Rs. 6500-10500 or