INDRAPRASTHA POWER GENERATION COMPANY LTD.

&

PRAGATI POWER CORPORATION LTD.

No. GM(HR)/2012-13/ 68

Date: 21-11-2012

CIRCULAR

A supplementary agenda has been placed before the BoD for effecting promotions in B.C & D in IPGCL-PPCL. The minutes of meeting of Boards of Directors of both the companies has been received along with the resolution.

The agenda along with Board Resolution No. 62.2.13 and 59.2.9 have been uploaded on the website of the company for information of all concerned.

This issues with the approval of Competent Authority.

Encl. as above

Copy to:-

- P.S. to Chairman
- P.S. TO Dir(Tech)/Dir(HR)/Dir(Fin)
- All GM’s/AGM’s & All HOD’s: With request to circulate the information.
- Manager(IT):- To hoist the enclosures on the website of the company
- All notice Board

Assistant Manager(HR)
SUPPLEMENTARY AGENDA NOTE FOR THE BOARD OF DIRECTORS

Sub:- Promotions in IPGCL/PPCL for Category B, C & D employees

1. BACKGROUND

1.1 Note on Agenda item dated 15.02.2012.

The Board of Directors of IPGCL & PPCL in their meeting held on 15.02.2012, considered the proposal on the promotions of Group-B, C & D employees vide Resolutions No. 56.4.2 & 59.4.2. After deliberations on the issue, the Board decided to seek views of employees, their representatives as well as the Directors and desired that the proposal be placed on the website of the company for inviting suggestions/comments. A copy of the said agenda item is available at Annexure-A.

A circular was issued vide No. GM(HR)/2012-13/42 dated 12.7.2012 for inviting suggestion/representation from the employees on the agenda note. A copy of this circular was also placed on the website of IPGCL/PPCL. In response to the above, 458 representations have been received. A summary of all the representations received from the employees and their suggestions is placed at Annexure-B.

The present proposals are in continuation and partial modification of the earlier proposals placed before the Board.
1.2 Main objectives of the proposal:

Promotions in the two Corporations were stopped through a decision of the Board leading to acute stagnation in various cadres. With the approval of the Board of Directors, promotions have now been resumed in the Executive cadre. The present proposals are meant for resuming the promotion for employees in Group B, C & D categories.

The main objectives of the proposal are-

- To right-size the strength of manpower in the two companies in view of proposed closure of Rajghat Power House and uncertainty regarding Bannauli project.
- To gainfully utilize the services of the existing experienced manpower by resorting to role restructuring, wherever possible.
- To resume promotions at various levels (even if there are no resultant vacancies due to closure of coal based power plant).
- To create additional avenues of promotion in streams/cadres, where there is acute stagnation.
- To fast-track promotion for the Degree/Diploma holders in technical wing Group C category in order to utilize their services at supervisory levels.
- To incentivize the switch over to ‘live’ streams from the defunct streams.
- To restructure and reduce the number of Grade Pays in order to bring uniformity among employees of operation and maintenance streams (without any financial implication).
- To provide for uniform Time Bound Promotion for all cadres.

1.3 The guiding principles:

IPGCL/PPCL are under obligation to honour the Tripartite Agreement signed at the time of unbundling of DVB. Under the Agreement, certain perks/benefits and terms of service of the employees are protected and cannot be altered unilaterally. So adequate care has been taken to ensure that these benefits are not disturbed. Besides, in framing this proposal, the HR department has relied on certain basic principles/guidelines with regard to the career of employees. These are :-
1. There should be uniformity in the pay structure as well as career progression of all employees beginning their career at the same level and having same qualification.

2. The career of an ITI holder employee beginning his service at a GP of Rs. 2800 should span up to the level of M.O. (Maintenance Officer, GP Rs. 5000). Those, who fail to reach this level, should be given assured financial up-gradation till the GP of Rs. 4600.

3. The career of a diploma holder employee in the technical cadre should be capped at the level of Manager with GP of Rs. 7600.

4. Technically qualified Group D employees (ITI, Diploma etc) should be given an opportunity to appear in a limited departmental examination to ascertain their up-gradation to Group C level. Thereafter, they can move further as any directly recruited Group C employee.

2. GRADE PAY RATIONALISATION

2.1 Revision in Grade Pay of Rs. 4200 by Govt. of India

Three pre-revised pay scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500 were merged by the 6th Pay Commission and replaced by Grade Pay of Rs. 4200. In the case of IPGCL/PPCL, Wage Revision Committee had recommended the replacement Grade Pays ranging from Rs. 4800 to Rs. 5500. However, the same were modified by the Government of Delhi and replaced by Grade Pays ranging from Rs. 3500 to Rs. 4200. The pre-revised scales of Rs. 6500-10500 and Rs. 6500-10900 were replaced by Grade Pay of Rs. 4200 and the pre-revised scale of Rs. 5500-9000 and Rs. 5000-8000 were kept lower in view of the fact that employees from lower grade pays get promoted to the higher grade pay.

Now vide Office Memorandum F.No.1/1/2008-IC dated 13th November, 2009, Government of India has decided that the posts which were in the pre-revised scale of Rs. 6500-10500 as on 1-1-2006 will be granted Grade Pay of Rs. 4600 in the PB-2 w.e.f. 1-1-2006 and their revised pay would be fixed again in accordance with the provisions of CCS (RP) Rules, 2008. The issue was also before the Anomaly Committee of Delhi Govt which has asked the Corporations to take remedial measures.
2.2 Rationalization of the Grade Pays in Category B, C & D.

Keeping in mind the above development, which is subsequent to the implementation of the Wage Revision Committee, and also in order to reduce the number of existing grade pays as proposed at Para 2 of Part -III of the original proposals, the following changes have been suggested:-

a) The existing Grade Pay (GP) of Rs. 4200 in IPGCL/PPCL be replaced by Rs. 4600 and pay of employees be re-fixed w.e.f. 1-1-2006;
b) GP of Rs.4000 corresponding to the pre-revised scale of Rs.5500-9875 as well as GP of Rs.3800 corresponding to the pre-revised scale of Rs.5500-9175 be replaced by Rs.4200 in order to bring parity with Govt. employees’ grade pay.
c) However, the GP of Rs. 3600 corresponding to the pre-revised scale of Rs. 5500-8650 is proposed to retained on functional requirement basis. Besides, the GP of Rs. 3500 corresponding to pre-revised scale of 5000-8750 is proposed to be modified to the GP of Rs. 3600.
d) The GP of Rs 3200 (in r/o most of the streams), and GP of Rs 3500 are proposed to be modified to Rs 3600.
e) The GPs of Rs 2900, Rs 3000 and Rs 3200 (in the case of drivers and junior coal mechanic)are proposed to be modified to Rs 3100.
f) The GP of Rs. 2900 in the case of Coal supervisor is proposed to be modified to Rs 2800.
g) In case of Group D employees, the GP of Rs 2200 is proposed to be replaced by Rs 2400 in order to grant them benefit in TBPS.

In all the above cases, there would be an adjustment in the grade pay by adding/deducting equivalent amount from the basic pay so that there is no net gain/loss to the employee and therefore, no financial implication for the company. It is clarified that the above proposals are not in violation of the spirit of orders of Delhi Govt. through which the recommendations of the Wage Revision Committee (WRC) were implemented. The existing parity with Govt. employees is proposed to be retained as far as GPs of Rs. 4600 and 4200 are concerned. There are no GPs between Rs. 2800 ahd Rs. 4200 in Govt. and therefore, any changes therein, have no impact on Govt. employees.
It is thus proposed to rationalize the grade pays as under:-

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<tr>
<th>Category</th>
<th>Pay Band</th>
<th>Grade Pay (Rs)</th>
<th>Nomenclature</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Existing</td>
<td>Proposed</td>
</tr>
<tr>
<td>Category-B</td>
<td>10900-34800</td>
<td>5000</td>
<td>5000</td>
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<tr>
<td></td>
<td></td>
<td>4200</td>
<td>4600</td>
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<td></td>
<td></td>
<td>4000, 3800</td>
<td>4200</td>
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<tr>
<td>Category-C</td>
<td>8500-26300</td>
<td>3600, 3500, 3200</td>
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<td>3200, 3100, 3000, 2900</td>
<td>3100</td>
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<td></td>
<td>2900, 2800</td>
<td>2800</td>
</tr>
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<td>Category-D</td>
<td>6000-20200</td>
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<td></td>
<td></td>
<td>2000</td>
<td>2000</td>
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2.3 Bunching/Grouping of similar posts in technical department:

An attempt has been made to bunch together similar streams and link the group to a 'live' stream on the basis of functional compatibility. Earlier, it was proposed to treat the difference in Grade Pay due to bunching as Special Pay; however, it is now proposed to absorb them in the basic pay in the Pay Band.

A detailed proposal in this regard has been worked-out and the same is enclosed at Annexure C.

3. PROMOTION

3.1 Vacancy position/Sanctioned strength at non-executive level

The earlier proposal has been modified slightly in order to create some meaningful vacancy at higher level. We have taken half of the actual existing manpower (and not the sanctioned strength) in Group C and D of IPGCL (as proposed earlier) and actual existing manpower in Group B (as against half of this proposed earlier) and added them to the sanctioned strength of Group B, C and D of PPCL.

A chart showing the tentative sanctioned strength at various levels is placed at Annexure-D. The sanctioned strength of IPGCL is proposed to be kept as 495. In addition, 87 posts of different categories in IPGCL, which are required on functional basis in PPCL is proposed to be added to the sanctioned strength of PPCL (405 in category B, C & D as approved by the Board vide its resolution No. 50.4.2. dt 29.09.2010). Thus, the combined total strength of Group B, C, and D employees in the two Companies would be 495+87+405 = 987 as against existing strength of 1032 in Group B, C & D. The BOD may authorize Functional Directors to make minor modifications in strength if required, which will be subject to ratification by the Board.

Needless to add surplus employees, if any, would continue to be on the rolls of the company till they separate on any account (retirement etc)
3.2 Existing hierarchy

In IPGCL/PPCL, the entry scale of employees in various categories are at different levels. Besides, some streams have very small promotional hierarchy because the posts available in middle positions of these streams have been abolished due to SVRS. Unfortunately, with abolition of posts, their levels/scales have also been abolished. Therefore, employees in such streams get promoted to the next higher level by jumping the abolished levels. This has resulted into fast-tracking of these streams in actual promotion and grant of higher TBP scale than was actually due to them. This has distorted the cadre and disturbed the well-settled parity with sister cadres.

In order to remove this disparity among various cadres, an attempt has been made to harmonize various streams in terms of promotion and grant of TBP scales. Keeping in view the industry benchmark, suitable posts have been proposed at the entry level as well as higher levels so as to form a cadre for each category in order to establish a career path for the employees. Fresh recruitments are proposed to be done in future only at the entry grades of Group B, C & D; however, the existing manpower shall be laterally placed at various levels.

3.3 Proposed hierarchy

The promotion would be as per new GPs proposed in Para 2.2. All the GPs are functional grade except the GP of Rs. 3100. A detailed chart on the existing grades of IPGCL, PPCL and proposed promotional hierarchy along with category, grade pay, posts, span, and rules of promotion is placed at Annexure- E.

3.4 Grant of Selection grade

In the agenda placed before the Board, it was proposed to operate three basic grades i.e. grade pay of Rs.2800, Rs.3500 & Rs.4200 as functional grades and it was also proposed that 30% of the sanctioned strength of lower grade may be placed in the higher Pay Band (Selection Grade). However, it is now proposed that only Rs. 3100 Grade pay may be treated as Selection Grade & all the employees (as against 30% proposed earlier) who meet the basic eligibility of Promotion may be granted the grade Pay of Rs.
3100 on completion of 5 years of regular service, subject to Fitness by DPC. This is similar to what has been approved by Bod for Executive cadre.

3.5 Promotion Procedure

The promotion Rules of PPCL provide for trade test/Interview at each level of Promotion. However, as proposed earlier, the promotion is to be granted on the basis of seniority subject to fitness (i.e. Qualification, Experience in Grade Service, PAR assessment, VC/DC Clearance etc.). Further, in case of change of category i.e. Group D to C and Group C to B, promotions may be done on the basis of performance appraisal and interview, wherever deemed desirable.

3.6 Effective date of promotion

The effective date of promotion to the Selection Grade is after completion of 5 years from date of entry in the GP of Rs. 2800, therefore, it would have retrospective effect. However, if the date of entry into the grade of Rs. 2800 is prior to the date of unbundling i.e. 01.07.2002, it would be counted from the date of unbundling only. All functional promotions would be granted prospectively from the date of approval of the recommendations of DPC. In case of retrospective promotion, fixation benefit would be given from the retrospective date; however, no arrears for the period shall be paid and employees will draw higher Basic and Grade Pay prospectively from the date of issuance of order.

3.7 Special provision for removing acute stagnation

During the discussion with individuals/representatives of the union, the problem of acute stagnation at the level of TAG-1 was emphasized time and again. It was noted that there are some officials working as TAG-1 since 1995. In order to utilize this pool of qualified and experienced talent, we are proposing their accelerated up-gradation from the highest level of Group C to the lowest rung of Group B, so that their services can be utilized at Supervisory levels. For this to happen, we have proposed temporary up-gradation of some Group C posts to Group B in order to make room there. Such upgraded posts are proposed to be co-terminus with the officers occupying them. Once these posts are vacated due to
promotion/retirement/resignation etc from their incumbents, they would revert to their original status. And to oversee this whole process, an empowered Committee of functional Directors has been proposed. The exact number of posts required to be upgraded can be decided by the Empowered Committee of functional Directors. However, the basic purpose is to promote at least those officials of TAG-1 level who are working since 1995. Since most of these officials are ITI holders and have only 20% quota for promotion to the Asstt. Controller level, some junior officers holding degree/diploma would also be promoted in the process.

4 TIME BOUND PROMOTION SCHEME

It is proposed to retain and operate the existing TBPS Scheme with certain clarification. In the existing scheme, an employee is entitled to financial upgradation after completion of ten, eighteen & twenty six years from the date of entry into the service(ad-hoc/regular) provided he has not got his respective promotions. However, while implementing the scheme, there has been some misreading/misinterpretation of the order issued in this regard and employees have been granted more than three TBPs. It is therefore, clarified that the TBP would be restricted to three in the entire career of an employee, and not in any particular category, as is presently being misunderstood. The proposed hierarchy for the TBP Scheme is as under:

<table>
<thead>
<tr>
<th>TBPS for employees directly recruited at the entry level of Group B.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Initial Pay Band + GP</strong></td>
</tr>
<tr>
<td>(at entry level)</td>
</tr>
<tr>
<td>1st TBPS</td>
</tr>
<tr>
<td>2nd TBPS</td>
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<tr>
<td>3rd TBPS</td>
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</tbody>
</table>
TBPS Scheme for employees inducted at Category C.

<table>
<thead>
<tr>
<th>Initial Pay Band + GP (Induction)</th>
<th>Rs. 8500-26300 + 2800</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; TBPS</td>
<td>Rs. 10900-34800 + 3600</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; TBPS</td>
<td>Rs. 10900-34800 + 4200</td>
</tr>
<tr>
<td>3&lt;sup&gt;rd&lt;/sup&gt; TBPS</td>
<td>Rs. 10900-34800 + 4600</td>
</tr>
</tbody>
</table>

TBPS Scheme for employees inducted at Category D.

<table>
<thead>
<tr>
<th>Initial Pay Band + GP (Induction)</th>
<th>Rs. 6000-20200 + 2000</th>
</tr>
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<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; TBPS</td>
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The employees, who are already getting the benefit of 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> TBPS in the existing hierarchy shall be placed in the corresponding hierarchy proposed above. Any difference of grade pay arising on account of switching over to the proposed hierarchy shall be absorbed in their basic pay.

5 MISCHELLEOUS

5.1 Isolated post

The Board of Directors may authorize the empowered Committee to take decision regarding up-gradation/further merger of Isolated posts (like Sr. Dresser, Jr. Mech.(Crane), Welfare inspector, Driver cum pump operator(DPO), carpenter cum mechanic etc).
5.2 Empowered Committee

In order to address various issues pertaining to this exercise and to remove difficulties, if any, a Committee under the chairmanship of Director(HR) with Functional Directors as Members may be constituted.

6 Specific Proposal to the Board of Directors:

Resolved that the Board of Directors is hereby accorded to approve the following:

1) Revised Grade pays to be operated for the various posts in Category B, C & D as proposed in Para 2.2

2) Bunching of cadres/streams as proposed in Para 2.3

3) Combined sanctioned strength of IPGCL/PPCL in Category B, C & D as proposed in Para 3.1

4) Proposals regarding promotion contained in Paras3.3 to 3.7

5) Grant of Selection grade at W-4 Level on Grade Pay of Rs.3100 for Category C.

6) Grant of TBPS in Category B, C & D

R.R Sinha
GM(HR)

Company Secretary
SUPPLEMENTARY AGENDA NOTE FOR THE BOARD OF DIRECTORS

Sub:- Promotions in IPGCL/PPCL for Category B, C & D employees

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1.1 Note on Agenda item dated 15.02.2012.

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R.R.
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A chart showing the tentative sanctioned strength at various levels is placed at Annexure-D. The sanctioned strength of IPGCL is proposed to be kept as 495. In addition, 87 posts of different categories in IPGCL, which are required on functional basis in PPCL is proposed to be added to the sanctioned strength of PPCL (405 in category B, C & D as approved by the Board vide its resolution No. 50.4.2. dt 29.09.2010). Thus, the combined total strength of Group B, C, and D employees in the two Companies would be 495+87+405 = 987 as against existing strength of 1032 in Group B, C & D. The BOD may authorize Functional Directors to make minor modifications in strength if required, which will be subject to ratification by the Board.

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