

UJVN Limited

UJVN Limited Junior Engineers (Electrical & Mechanical) Service Regulations, 2019

In exercise of the powers conferred by Article-49 read with Article-50 Sub Article (16) & (19) of Articles of Association of UJVN Limited, the Board of Directors of UJVN Limited, hereby make the following regulations regulating recruitment and conditions of service of Junior Engineers (Electrical & Mechanical).

PART – I GENERAL

1. Short title and commencement:

- (1) These regulations may be called, the UJVN Limited Junior Engineers (E&M) Service Regulations – 2019.
- (2) These shall come into force with immediate effect.
- (3) The UPSEB Subordinate Electrical and Mechanical Engineering Service Regulation, 1972 (as amended from time to time and orders issued) in force before the commencement of these regulations are hereby repealed.

2. **Applicability:** These Regulations shall apply to the Junior Engineers (E&M) Class III Service of UJVNL including those who have been transferred from 'U.P Jal Vidyut Nigam Limited' and have been absorbed in the service of UJVN Limited in pursuance of Uttar Pradesh Re-organization Act, 2000. The cadre includes the post of Junior Engineer.

3. **Overriding effect of these regulations:** In the event of any inconsistency in between these regulations and a specific rules or regulations pertaining to any of the aforesaid posts in the cadre:-

- (i) The provisions, contained in these regulations shall prevail to extent to the inconsistency in case the specific regulations were made prior to the commencement of these regulations, and
- (ii) The provisions, contained in the specific regulations shall prevail in case they are made after the commencement of these regulations.
- (iii) All those employees who were appointed under the regulations or regulations prevailing in erstwhile UPSEB, the terms of services of such employees shall not be inferior to the terms of services that were in vogue in UPSEB.

4. **Definitions:** In these Regulations, unless the context otherwise require;

- (i) 'Appointment' means appointment in the cadre by direct recruitment or by selection through departmental Promotion.
- (ii) 'Appointing Authority' for the members of the service shall be as specified in clause 7 of the regulation or any other authority if so notified by a separate order of the Board of Directors.
- (iii) 'Junior Engineer (E&M) means candidate appointed by the Appointing Authority as probationary Junior Engineer in accordance with these Regulations.
- (iv) 'Board' means the Board of Directors of the Company;
- (v) 'Company' means UJVN Limited formed under Companies Act-2013

- (vi) 'Chairman' means Chairman of the Board of Directors of the Company;
- (vii) 'Director' means full time or part time or ex-officio member of Board of Directors;
- (viii) 'Director (HR)' means the Director appointed or nominated to look after the matters relating to Human Resources Management & such other matters as may be assigned by the Chairman/Managing Director or Board from time to time.
- (ix) 'Disciplinary Authority' means the appointing authority or any other authority as may be specified to be the Disciplinary Authority in respect of any of the post/posts and includes all the authorities' superior to the appointing authority.
- (x) 'Government' means Government of Uttarakhand State;
- (xi) 'M.D.' means Managing Director of the company and shall also include any Director authorized to discharge the function of Managing Director either by delegation or otherwise by the State Government;
- (xii) 'Selection Committee' means a Committee specified in Regulation 18
- (xiii) Departmental Promotion Committee (D.P.C)' means a Committee specified in Clause 21(b)
- (xiv) 'Select List' means the list of candidates prepared in accordance with these Regulations;
- (xv) 'Waiting List' means the list of selected candidates waiting for appointment;
- (xvi) 'Year of Recruitment' means the year starting from 1st of July to 30th June of next calendar year;
- (xvii) 'Member of the service' means a person appointed in a substantive capacity under the provisions of these regulations and orders/regulations in force previous to the commencement of these regulations, to a post in the cadre of the service.
- (xviii) Cadre means the unit or class of posts of service of Junior Engineers (E&M)
- (xix) 'Service' means regular service in UJVNL.

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PART – II
CADRE

5. **Strength of service:** The strength of the service of Junior Engineers (E&M) and of each cadre of posts therein shall be such as may be determined by the Company from time to time with the approval by the State Government.

Provided the appointing authority may leave unfilled or may hold in abeyance any post or class of posts without thereby entitling any person to compensation.

6. **Classification of Cadres & Pay Scales**

(1) The scale of pay admissible to persons appointed to the cadres of posts in the Company whether on a substantive or officiating capacity or as a temporary measure shall be such as may be determined by the Government from time to time.

(2) The scales of pay at the time of commencement of these regulations are as follows:-

Sl. No.	Name of post	Pay Scale as per Sixth Pay Commission		Scale of Seventh Pay w.e.f. 01-01-2016
		Pay Band	Grade Pay	
1	Junior Engineer (E&M)	9300-34800	Rs.4600	44900-142400 (L-7)

7. **Appointing Authority:** 'Appointing Authority' for the members of the service shall be Director-HR.



**PART -III
RECRUITMENT**

8. **Sources of recruitment:** The sources of recruitment to the various categories of posts shall be as follows:

Post Name	Quota	Eligibility
Junior Engineer (E&M)	60 %	Direct Recruitment
	40 %	40% posts of Junior Engineer shall be filled by selection from the Members of operating staff in P4, P5 and P6 (TG-I/ TG-II) and will be required to have minimum 10 years of continuous service in any or all of these grades on 1 st day of July of the selection Year.

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PART -IV
QUALIFICATIONS FOR DIRECT RECRUITMENT

9. Reservation: Reservation for the candidates belonging to Scheduled Castes, Scheduled Tribes, and other categories shall be in accordance with the orders of the Government in force at the time of recruitment.

10. Nationality: A candidate for direct recruitment must be a citizen of India.

11. Age: A candidate for direct recruitment must have attained the age of 18 years and must not have attained the age of 42 years (or as amended by the State Govt. from time to time) as on 1st day of January if the advertisement for direct recruitment is published between 1st January to 30th June and on 1st day of July if advertisement is published between 1st July to 31st December of the year. There will be no upper age limit for departmental candidates.

Age for the purpose of these regulations shall be computed from the date of Birth. The evidence for the date of birth will be High School certificate or equivalent examination passed before entering the service.

Provided that the upper age-limit in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes and such other categories as may be notified by the Government from time to time shall be greater by such number of years as may be specified.

12. Academic/Technical qualification:-

Candidate should have any of the following essential qualification:-

General/other backward category candidates for direct recruitment to the posts of Junior Engineer (E&M) should have a regular three years Diploma in Electrical/Mechanical/Electronics/Electrical & Electronics/Electronics & Communication/Applied Electronics and Instrumentation with minimum 55% marks from a State Board of Technical Education or from any other Institution recognized by the Central/State Government or AICTE. Departmental candidates with 50% marks and SC/ST candidates with pass marks shall be eligible. Diploma/ Degree obtained through Distance mode/Off Campus, Franchisee/Non recognized Institutes shall not be eligible.

(i) Candidate should also have knowledge of reading, writing & speaking in Hindi language.

Note:- Branch wise number of vacancies of direct recruitment shall be worked out at the time of recruitment from time to time.

13. Relaxation for ex-servicemen and certain other categories: Relaxation, if any, from any maximum age-limit, educational qualifications or / and any procedural requirements of recruitment in favour of the Ex-servicemen, disabled military personnel, dependants of military personnel dying in action, dependants of the employee of the Company dying in harness and sportsmen & any other category shall be in accordance with the general regulations or orders of the Uttarakhand Government in this behalf in force at the time of recruitment.

14. Character: The character of a candidate for direct recruitment must be such as to render him suitable in all respects for employment under the Company. Persons dismissed by the State Government or the Union Government or by a local authority or a Nigam or a Body owned or controlled by the Union Government or a State Government shall be deemed to

ineligible for appointment to a post in the Company. Persons convicted of an offence involving moral turpitude shall also be ineligible.

15. Marital Status: A male candidate who has more than one wife living or a female candidate who has married a man already having a wife living, shall not be eligible for appointment to the Establishment. Provided that the Managing Director, if satisfied that there exist special ground for doing so exempt any person from the operation of this regulation.

16. Physical Fitness: No person shall be appointed by direct recruitment as a member of the Service unless he is in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties.

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PART -V
PROCEDURE FOR RECRUITMENT

17. Recruitment: Selection for recruitment under these rules shall be made as and when necessary and only when the vacancy arises.

18. Selection Committee for Direct recruitment -

Direct recruitment shall be made after the recommendation of Selection Committee constituted by the approval of appointing authority comprising of:-

- (1) General Manager-P&IR
- (2) One GM from Technical Discipline
- (3) An officer belonging to SC/ST not below the rank of DGM nominated by the appointing authority, if appointing authority or any member of the committee does not belong to SC/ST.
- (4) An officer belonging to OBC not below the rank of DGM nominated by the appointing authority, if appointing authority or any member of the committee does not belong to OBC.

19. Procedure for Selection /Direct Recruitment:-

Selection on the post of Junior Engineer (E&M) shall only be on the basis of merit of written examination. The detailed procedure of selection through direct recruitment shall be decided by the Managing Director with the approval of Chairman.

20. Select List:

- (i) On the basis of merit list of the written examination, the selection committee shall prepare a select list of candidates against the vacancies of each category.
- (ii) Waiting list of 25% vacancies in all categories shall be prepared.
- (ii) Select list and waiting list shall hold good for one year from the date of declaration of results.
- (iii) Chairman/MD/Appointing authority can cancel or keep in abeyance the recruitment process at any stage during the recruitment.

21. Departmental Promotion:

(1) Criteria of selection shall be as under;

- (a) 40% posts of Junior Engineer shall be filled by selection from the Members of operating staff in P4, P5 and P6 (TG-I/ TG-II) and will be required to have minimum 10 years of continuous service in any or all of these grades on 1st day of July of the selection Year.
- (b) Total marks allotted for selection will be 100 which will distributed as under:-
 - (i) High School Pass – 25 Marks
 - (ii) I.T.I Certificate in the relevant trade/Higher Technical Education (Diploma/Degree in place of I.T.I.) – 30 Marks
 - (iii) Experience – 45 Marks (Maximum).
(01 Mark for each year of Service rendered in the post of TG-II or equivalent in P-4 & above)
(Non high School employees in the above categories will not be taken in the zone of consideration)

(c)

- (i) It will be ensured by the Screening Committee that there is no punishment or disciplinary/vigilance proceeding pending or under contemplation and there is no adverse report of the candidate is available on record in Annual Confidential reports for the past 10 years immediately preceding the selection. A candidate whose performance or conduct during the period under consideration is found to be unsatisfactory will not be considered for selection even if otherwise he may be qualified for selection.
- (ii) Minimum qualifying marks shall be 40 out of 100 (Subject to fulfillment of other selection criteria).
- (iii) Merit list will be prepared based on 1:1.5 ratio of number of vacancies available for that selection year.
- (iv) The Inter-se seniority of candidates selected shall be arranged in accordance to the merit in the list prepared as per the above mentioned procedure.

(2) Procedure of Selection:

- (a) The appointing authority shall determine the number of vacancies to be filled during the selection year.
- (b) All the eligible candidates shall be sorted out and their list shall be drawn.
- (c) All the eligible employees shall be awarded marks for qualification & service rendered in the specified posts. One mark shall be awarded for each completed year of service. If there is eligible service period of less than a complete year but more than six months, the same shall be treated one complete year and one mark shall be awarded for the same. If the eligible service period is less than six month, the same shall not be considered for awarding mark for eligible service period.
- (d) On the basis of the total marks obtained by each candidate in qualification and experience, a merit list of the eligible candidates for consideration shall be drawn in the descending order of marks obtained by each candidate.
- (e) Candidates having equal marks shall be arranged in such a manner that the candidate in higher position will be placed higher position in the merit list.
- (f) If the candidates having equal marks are in the same position, in that case the candidate older in age shall be placed higher in the merit list.
- (g) After the interviews have been completed, the selection committee shall prepare final merit list of candidates appeared in the interview on the basis of marks obtained in qualification, eligible service and interview.
- (h) On the basis of final merit list, the screening committee shall prepare a select list of candidates against the vacancies.

(3) Screening Committee:

Selection shall be made to the post of Junior Engineer from amongst eligible candidates of operating cadre by the Screening Committee constituted as per the approval of the appointing authority consisting of the following members-

- (1) General Manager (P&IR)/HR
- (2) Dy. General Manager (E&M)
- (3) An officer belonging to SC/ST if the selection committee does not have SC/ST member.

PART-VI
APPOINTMENT, PROBATION, CONFIRMATION & SENIORITY

22. (i) Appointment as Junior Engineer:

- (a) All appointments shall be made only against sanctioned posts in the cadre.
- (b) The candidate shall be appointed as Junior Engineer against the vacant posts/ likely vacant posts of Junior Engineer (E&M) earmarked for direct recruitment.
- (c) The appointing authority shall make appointments from the select list of candidates in the order in which their names appear in the list.
- (d) If a candidate appointed from the select list does not join, a candidate from the waiting list shall be appointed in the order of merit. However if a candidate appointed from the select list joins and there after resigns within a period of one year, this vacancy shall not be filled from waiting list but shall be carried forwarded for the next recruitment.
- (e) Junior Engineer (E&M) will be required to pass a departmental test before confirmation.
- (f) If an Junior Engineer (E&M) fails to qualify the departmental test for confirmation as Junior Engineer (E&M), his/her period of probation may be extended and he/she may be given one more chance to pass the departmental test for confirmation as Junior Engineer (E&M) subject to a maximum period of one year, where after the services of the candidate shall be liable to be terminated/reverted forthwith without assigning any reasons.
- (g) Candidate will lose his/her seniority if he/she fails to qualify in the first test or subsequent tests.

(ii) Submission of Certificates/ Declaration by Candidates:

A directly recruited candidate shall be required to produce/submit the Certificates/ Testimonials/ Affidavits/ Bond and declarations in the prescribed formats at the time of joining as given here under. In the absence of the same joining shall not be accepted.

(iii) Certificates/ Testimonials/ Affidavits/ Bond:

- (a) Self attested photocopies of all the Academic/Technical/Professional qualifications from High School onwards & experience certificate along with originals for verification. The originals shall be returned after verification.
- (b) Proof of date of birth.
- (c) Character Certificates;



(iv) Candidate shall be required to produce:

- (a) A certificate of good character in original from the Proctor or the Principal/ Academic officer of the College or University last attended or his/her last employer.
- (b) Certificate of good character in original from two responsible persons (not being relatives) who are well acquainted with him and are not connected with his University, College or School:
- (c) Provided that the appointing authority may make further inquiries regarding the character and antecedents of a candidate in such manner and from such authorities as may be considered necessary.
- (d) Relieving letter/order from the last employer if the candidate was employed in any Government or Semi Government / Public Sector organization or Autonomous body or any other organization.
- (e) Certificate of medical fitness for service issued by the Chief Medical Officer.
- (f) SC/ST/OBC/FFD/Ex –Serviceman/Physically Handicap or any other certificate wherever applicable as per prevailing rules regarding reservations in the State of Uttarakhand.
- (g) Permanent resident / Original inhabitant of Uttarakhand State certificate wherever applicable.
- (h) A candidate selected against a substantive post has to execute a Service bond on a Non-Judicial Stamp Paper of Rs 100 at the time of joining together with a surety for Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand only) or such amount as may be specified by the Company from time to time, for serving the Company for at least three years from the date of initial appointment on the substantive post after Probation. In case the Probationer leaves the service of the Company before completion of three years service period from the date of initial appointment in substantive post, the Probationer and the surety will pay the amount of Bond money to the Company jointly as well as severally. The bond has to be verified before a Notary Public.

Or

The candidate can also get a Fixed Deposit of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) made with any Nationalised Bank / Scheduled Commercial Bank for a period of four years from the date of start of Probation and pledge the same in favour of the Company/deposit the same with the Company in original. Along with the FDR, he will be required to submit an authorization letter in the name of the Company on a Non Judicial Stamp Paper of Rs 10/- authorizing the Company to encash the FDR if the Probationer leaves the service of the Company before the completion of three years service after the Probation.

(v) Declarations /Nomination forms/ Affidavits:

- (a) Declaration about the marital status & of not having more than one wife living /not married or vice-versa to a person already married.
- (b) Declaration of his/her relationship to any person employed in the Company.
- (c) Declaration of debt if any.
- (d) Declaration of all movable or immovable property including house property owned or acquired by him/her or member of his/her family dependent on him/her. Full and accurate details of such property be given by him/her.
- (e) Oath of Allegiance to the Company on a Stamp Paper duly verified by the Notary Public.

- (f) Declaration of not having any affiliation/association with any political party.
- (g) Declaration of being /not being employed with any Govt./Semi Govt./Public Sector Organization.
- (h) Declaration of family members and dependents.
- (i) Details for Character and antecedents verification. (four copies)
- (j) Affidavit about the correctness and authenticity of the certificates / testimonials & declarations produced/ submitted by the candidates and declaration of not being insolvent on a stamp paper duly attested by the notary public.
- (k) Nomination for payment of gratuity as per The Payment of Gratuity Act, 1972.
- (l) Nomination under The Employees Provident Fund & Misc. Provisions Act, 1952 and The Employees Pension Scheme, 1995 as amended from time to time.

23. Probation:

- (i) All candidates, on appointment in or against a substantive vacancy, shall be placed on probation for a period of one year.

Provided that the appointing authority for reasons to be recorded in writing, may extend the period of probation in individual case for a maximum period of one year. An order of extension shall specify the exact date up to which the extension is granted, but continuance in service beyond this date would not, in the absence of a specific order to that effect, amount to confirmation.

The period of probation which may further be extended by the Appointing Authority not exceeding one year. In case the performance of the candidate is not found satisfactory during extended period of probation his/her services can be dispensed with without assigning any reason what so ever.

- (ii) If it appears at any time, during or at the end of the period of probation or extended period of probation that a probationer has not made sufficient use of his/her opportunities or if he/she has otherwise failed to give satisfactory performance, he/she may be reverted to his/her substantive post if he/she holds one, or if directly recruited, his/her services may be terminated.
- (iii) A person whose services are dispensed with during or at the end of the period of probation or extended period of probation above shall not be entitled to any compensation.

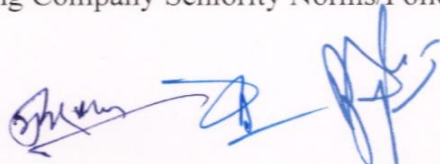
24. Confirmation:

A probationer shall be confirmed in his/her appointment at the end of the period of probation or extended period of probation, as the case may be if his/her work and conduct have been found to be satisfactory, the appointing authority considers him fit for confirmation and his/her integrity is certified. The employee shall be considered on probation until the orders for his confirmation are issued in writing.

A promotee shall be confirmed as per the prevailing confirmation norms/ policy/ regulation.

25. Seniority:

The seniority of the employees on their appointment to the Service shall be determined as per the prevailing Company Seniority Norms/Policy/Regulation.



PART-VII

PAY ETC

26. Pay & Allowances During Probation:

- (i) A person other than one already in the service of the Company service, appointed as Probationer to the service by direct recruitment shall during the probation period, receive the initial pay of the post against which he is appointed. He will also be entitled to Dearness Allowance & other admissible allowances. The Employees who have been recruited after 14th January 2000 shall be covered by The Employees Provident Fund & Misc. Provisions Act, 1952 as amended and The Payment of Gratuity Act, 1972 as amended.
- (ii) He/She will receive his/her next Annual increment on satisfactory completion of one year of his/her probation and subsequent increment on satisfactory completion of second year of probation provided that if the period of probation is extended on account of failure to give satisfaction, such extended period shall not count for increment unless the Appointing Authority directs otherwise.
- (iii) The pay during probation of person already in Company service shall be regulated by the relevant rules as amended from time to time.

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PART-VIII

OTHER PROVISIONS

27. Canvassing:

No recommendation for recruitment, either written or oral other than that required under these regulations shall be taken into consideration, and any attempt on the part of the candidate to enlist support, directly or indirectly, for his/her candidature will render him/her liable for disqualification.

28. Regulations of Pay, Allowances & Other Matters:

Except as otherwise provided in these rules or as specially covenanted in any Service Agreement, the pay, allowances, leave and other matters not specifically covered by these rules or by special orders shall be governed by such corresponding rules/ regulation and orders of the State Government applicable to similar category of officers as may be or may have been adopted by the Corporation or such general rules of the Corporation applicable to similar category of Employees.

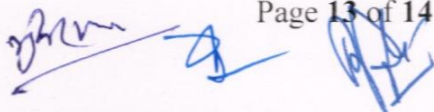
29. Relaxation from conditions of service:

- (1) When the Company considers it expedient to do so, it may make any appointment or appointments to the service in relaxation of these regulations or in partial relaxation of any or some of the regulations and, in case of any appointment which is not in strict accordance with these regulations, such appointments shall be deemed to have made in relaxation of these regulations.
- (2) Where the Company is satisfied that the operation of any rule regulating the conditions of service of persons appointed to the cadre causes undue hardship in any particular case, it may, notwithstanding anything contained in the rules applicable to the case, by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.
- (3) Nothing in these Regulations shall be construed to limit or abridge the power of the Company to deal with the case of any person appointed by the Company and governed by these regulations in such manner as may appear just and equitable.
- (4) Any relaxation as mentioned above can be given only with the approval of Board of Directors.

30. Savings:

Notwithstanding anything contained in these regulations: -

- (a) The conditions of service of persons who have been appointed or may be appointed to posts in cadre or to posts declared in addition to the cadres of the service, on foreign service from the State Government or on deputation from elsewhere shall be governed by such terms and conditions as may have been or may be settled between the Company and the State Government or other Appointing Authorities, as the case may be.
- (b) The selection and appointments already made to the posts / cadres of the Service before the promulgation of these Regulations shall be deemed to have been made in accordance with these Regulations.
- (c) The conditions of service of the persons of the Company, who have been taken over or may, in future, be taken over by the Company and who may be holding or who may hold posts in the cadre of the service or posts declared in addition to the



cadres of the Service shall be governed by the Company standard terms and conditions of service if they have been taken over by the Company on such terms, and conditions of Company, if they have been taken over on such terms, as the case may be, unless they are given option and they opt to be governed by such rules and regulations as may be promulgated by the Company hereafter in this behalf.

31. Delegation of Powers:

The Company may, whenever deem expedient, delegate any of its powers to any officer or authority under these Regulations or the powers conferred on any officer or authority under these Regulations to any other Officer or authority.

32. Interpretations of Rules:

In case of dispute in the interpretation of these rules then the matter will be referred to Board of Directors whose decision on the matter shall be final.

33. Power to Amend:

At any time, the Board of Directors of the Company may make such amendments/changes in the Regulation as deemed fit and expedient in the interest of the Corporation/Company.

34. General Clause:

All those employees who were appointed under the erstwhile UPSEB prevailing rules, the terms of their service shall not be inferior to the terms of services that were in vogue in UPSEB.

DRAFT REGULATION

