

TAMILNADU GENERATION & DISTRIBUTION CORPORATION LTD.  
(Administrative Branch)

144, Anna Salai  
Chennai - 2.

Circular Memo.No.052505/203/G16/G161/2020, dated.21.08.2020.

Sub : TANGEDCO – Additional Charge – Sanction of Additional Pay - Avoidance of delay in sending the proposal – Instructions – Issued – Reiterated.

Ref : (i) Memo No.CED/15274/A1/80-1, dated 17.11.1980.

(ii) Circular Memo No.124964/802/G.16/G.161/2003-3, dated 10.02.2002.

(iii) Letter No.132614/655/G.16/G.162/2007-3, dated 04.02.2008

(iv) Memo No.046221/444/G.16/G.16-1/2010-1, dated 09.06.2010.

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In the reference (i) cited, instructions have been issued that the proposals for sanction of additional pay shall be submitted by the employees concerned within a period of 1 (One) month from the date of termination of the Additional charge arrangements. The Controlling Officer shall countersign the said proposal and transmit the same to the Superintending Engineer within 10 (Ten) days. The Superintending Engineers concerned, in turn, shall forward the proposal for sanction of Additional pay to the Chief Engineers concerned within a period of 3 (Three) months from the date of termination of additional charge arrangement.

2. Instructions have already been issued vide references (ii) to (iv) cited, to avoid sending the proposals for condonation of delay for sanction of additional pay to the employees concerned.

3. In spite of the instructions referred to above, certain proposals for condonation of delay have been received. This shall be avoided and the condonation of delay will not be entertained in future.

4. All the Chief Engineers/Superintending Engineers are hereby instructed to periodically review the additional charge arrangements and ensure that the additional pay has been sanctioned within the time. They are also instructed to direct the officials under their control to strictly adhere to the aforesaid instructions in future. Stringent action be initiated against the officials on whose part the delay is attributable.

5. Any deviation in this regard will be viewed seriously.
6. Receipt of the circular memo should be acknowledged.

M.A.HELEN  
DIRECTOR/DISTRIBUTION

To

All Chief Engineers,  
All Superintending Engineers,  
TANGEDCO.

// TRUE COPY // FORWARDED BY ORDER //

*Sh. Subramanyam Srinivasan*  
24/8/2020  
SUPERINTENDENT.