



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**  
(Regd. Office: PSEB, Head Office, The Mall, Patiala-147001, Punjab, India.)  
Corporate Identity Number: U40109PB2010SGC033814  
**OFFICE OF DY.CE/HR & ADMN., SHAKTI SADAN, PATIALA**

FAX NO:- 0175-2220054

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Website : www.pstcl.org

Office Order No. 216 /Admn./PSTCL

Dated 20/03/2015

Service Regulations relating to direct recruitment/promotion of various categories of employees appointed in different services by PSTCL are hereby amended as per details below :-

**( A ) PSEB Ministerial Services Class-III Regulations- 1985**

**Amended criteria/qualifications**

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
Sr.No.4 of Regulation - 8	UDC (General) (Scale 6400-20200 + Rs.3800 Grade Pay with initial start of Rs.12560/-)	i) Direct Recruitment (40%)	Full time regular Graduation in Science/ Commerce/Arts with minimum 60% marks with one year course equivalent to PGDCA Course (O level certificate) of Department of Electronics & Accreditation of Computer Course (DOEACC) of Govt. of India or a Govt. recognized Institution which is ISO-9001 certified. or Full time regular BCA with minimum 60% marks.	--
		ii) By promotion from LDC (40% of vacant posts)	After passing of Ministerial departmental exams	3 year service of LDC
		iii) Unqualified quota (20% of vacant posts)	--	6 years' service in case of Matric & 3 years in case of graduation.

contd....

Apart from these, the following conditions will also apply: -

- 1) They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.
- 2) The designation of UDC (General) is to be renamed as Office Asstt. (General) Scale-2. Computer operation/ typing and record keeping will be part and parcel of their duties apart from other main duties assigned to them.
- 3) UDC (General) will be eligible for promotion as Circle Asstt. (renamed as Office Asstt.(General) Scale-1) after minimum 5 years of regular service as UDC(General) (renamed as Office Asstt.(General) Scale-2) and passing Departmental Examination. The further promotion channel will be Sr. Asstt. (to be renamed as Jr. Officer (General)) as per existing instructions.

**( B ) PSEB Ministerial Services Class-III Regulations- 1985 read with standing orders applicable to these categories:**

**Amended criteria/qualifications**

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
Sr.No.11 of Regulation-8	Law Officer Gr.2 (Scale: 10900-34800 + Rs. 5350 Grade pay with initial start of Rs.17450/-)	Direct Recruitment (100%)	(A) Full time graduation with minimum 60% marks and full time regular graduation in Law with professional three year course with minimum 60% marks or 5 years Integrated Degree Graduation in Law with professional course with minimum 60% marks (B) with Three years post qualification experience in law matters.	---

Apart from these, the following conditions will also apply: -

They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.

contd....

(C) PSEB Accounts and General Services(Class-I & II officers)  
Regulations-1972

Amended criteria qualifications

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
7(t)	Assistant Manager(HR) (Scale: 16650-39100 + Rs. 5800 Grade pay)	Direct Recruitment (100%)	2 years Full Time regular MBA with specialization in HR/ IR with at least 60% marks with one year post qualification experience in the relevant area of HR or IR.	--

Apart from these, the following conditions will also apply: -

- 1) They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.
- 2) Assistant Manager(HR) will be eligible for promotion as Dy. Manager/HR (with a quota of 30% posts of Under Secretaries to be renamed as Dy. Manager/HR) after minimum 4 years of regular service as Assistant Manager (HR). After 6 years as Dy. Manager/HR, they will be eligible for the promotion of Manager/HR equivalent to Dy. Secretary. Further promotion channel for them will be decided later on.
- 3) There shall be no departmental examination for the post of AM/HR.

(D) PSEB Accounts and General Services(Class-I & II officers)  
Regulations-1972

Amended criteria qualifications

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
7(u)	Assistant Manager (IT) (Scale: 16650-39100 + Rs. 5800 Grade pay)	Direct Recruitment (100%)	Full time regular BE/ B.Tech/B.Sc. Engineering in Computer Science/IT with a minimum 60% marks or equivalent degree in respective discipline recognized by AICTE or Full time regular MCA with atleast 60% marks or Full time regular Masters degree in IT with atleast 60% marks.	--

contd....

Apart from these, the following conditions will also apply: -

- 1) They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.
- 2) Assistant Manager(IT) will be eligible for promotion as Dy. Manager/IT in the scale of Rs.16650-39100 + Rs.6850/- Grade Pay after minimum regular service of 4 years as Assistant Manager(IT). They will be eligible for further promotion to Manager/IT in the scale of Rs.16650-39100 + Rs.8500/- Grade Pay after minimum regular service of 6 years as Dy.Manager(IT). Further progression and structure of IT organization shall be worked out later on.
- 3) There shall be no departmental examination for the post of AM/IT

**( E ) PSEB Accounts Service Class-III Regulations-1991**

**Amended criteria/qualifications**

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
Sr.No.3 of Regulation-8(A)	Divisional Accountant/ Accountant (Scale: 10900-34800 + Rs. 5400 with initial start of Rs.17960/-)	i) Direct Recruitment (40%)	CA Inter or ICWA inter or M.Com with minimum 60% marks with one year post qualifications experience in Finance and Accounts.	--
		ii) By Promotion (60%) from amongst LDCs/ UDCs (Accts.)/ Circle Asstts./ ARAs/ Head Office Asstts./ Head Clerks/ ASKs/ SKs/ Internal Auditors & Revenue Accountants who opt for the cadre of Divisional Accountant/ Accountant	After passing SAS Part-I Examination	2 year service.

Apart from these, the following conditions will also apply: -

They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.

contd....

**( F ) PSEB Accounts Service Class-III Regulations-1991**  
**Amended criteria/qualifications**

Regulation No.	Name of post	Proposed mode of appointment	Approved Qualification	Minimum Experience
Sr.No.7 of Regulation-8(A)	UDC Accounts (Scale 6400-20200 + Rs. 3800 Grade Pay with initial start of Rs.12560/-)	i) Direct Recruitment (60%)	Full time regular B.Com with minimum 60% marks.	--
		ii) By Promotion from LDC (40% of vacant posts)	After passing of Ministerial Departmental Exams.	3 years' service of LDC

Apart from these, the following conditions will also apply:-

- 1) They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.
- 2) The designation of UDC (Accounts) is to be renamed as Office Asstt. (Accounts). Computer operation/ typing and record keeping will be part and parcel of their duties apart from other main duties assigned to them.
- 3) UDC (Accounts) after regular service of minimum 2 years as UDC (Accounts) and passing SAS Part-I examination will be eligible for promotion as Divisional Accountant/Accountant.

**Service Regulations for remaining posts**

- 1) They will be covered under their respective existing PSEB Service Regulations amended to the extent indicated therein.
- 2) They will be imparted induction training as per the training policy of the Company which will be decided separately by PSTCL to include the same.

These regulations will be applicable to employees already recruited or to be recruited by PSTCL.

20/3/15  
 DY.CE/HR&Admn.,  
 PSTCL, Patiala

Endst.No. 4322/51 /Rectt./S.Reg./59

Dated: 20/3/2015

A copy of the above is forwarded to the following for information and further necessary action please:-

1. Sr. PS to CMD, PSTCL, Patiala;
2. Dy.Secy. to Director/Technical, Patiala;
3. Sr. PS to Director/ Admn., PSTCL, Patiala;
4. Sr. PS to Director/ F&C, PSTCL, Patiala;
5. All CEs, PSTCL;
6. All Dy.CEs/SEs of PSTCL;
7. Financial Advisor/CFO(Corporate), PSTCL, Patiala;
8. All ASEs/Sr.XENs of PSTCL;
9. Company Secretary, PSTCL, Patiala w.r.t. his U.O.No.903/ BOD/ 15.12 PSTCL Dated 05-09-2012, U.O.No.1328/WTD-47.7/PSTCL dated 27-12-2013 and U.O.No.613/BOD/25.17/PSTCL dated 09-06-2014;
10. Dy.Secy./Estt., PSTCL, Patiala;
11. All AEEs/AEs of PSTCL;
12. All Sr.AOs/AOs, PSTCL;
13. Sr.XEN/IT, PSTCL, Patiala, with the request to upload it on PSTCL website.

20/3/15  
 Dy.CE/HR&Admn.,  
 PSTCL, Patiala