



Haryana Government Gazette

Published by Authority

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No. 24-2026] CHANDIGARH, WEDNESDAY, JUNE 10, 2026 (JYAISTHA 20, 1948 SAKA)

PART III

Notifications by High Court, Advertisement, Notices and Change of Name etc.

(Substituted bearing same Regulation Number, Notification No. & Date)¹

HARYANA ELECTRICITY REGULATORY COMMISSION

BAYS NO. 33-36, SECTOR - 4, PANCHKULA, HARYANA

Notification

The 25th February, 2022

THE HARYANA ELECTRICITY REGULATORY COMMISSION (OFFICERS AND EMPLOYEES CONDITIONS OF SERVICE REGULATIONS, 2022)

Regulation No. HERC/56/2022.— In exercise of the powers conferred under Section 91 and 181 of the Electricity Act 2003 (36 of 2003) read with the provisions of the Haryana Electricity Reforms Act, 1997 (10 of 1998) which are not inconsistent with the Electricity Act, 2003 and all the enabling provisions in that behalf, in supersession of all the Haryana Electricity Regulatory Commission (Officers and Employees Conditions of Service) Regulations notified earlier, the HERC with the approval of Government do hereby makes the following Regulations:

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1. Short title, commencement, interpretation.—

- (1) These regulations may be called the Haryana Electricity Regulatory Commission (Officers and Employees Conditions of Service) Regulations, 2022.
- (2) These regulations shall come into force from the date of their publication in the official Gazette.
- (3) Haryana Civil Services Rules 2016 as applicable to the employees of Haryana Government shall apply qua the interpretation to these regulations.

2. Applicability.—

These regulations shall apply to all the employees of Group A, B, C and D working on regular basis in Haryana Electricity Regulatory Commission.

3. Definitions.—

In these regulations unless the context otherwise requires: -

- (i) “Act” means the Electricity Act, 2003;
- (ii) “Reforms Act” means the Haryana Electricity Reforms Act, 1997;

¹ State Government vide letter memo no. 2/15/2016-1E dated 06.05.2026 has granted ex-post facto approval of the HERC (Officers and Employees Conditions of Service) Regulations, 2022 alongwith its amendments.

- (iii) "Commission" means the Haryana Electricity Regulatory Commission constituted under Section 82 of the Electricity Act, 2003;
- (iv) "Chairperson" means the Chairperson of the Haryana Electricity Regulatory Commission;
- (v) "Disciplinary Authority" means the appointing authority;
- (vi) "Employee" means a person appointed on regular basis in the Haryana Electricity Regulatory Commission;
- (vii) "Experience for the purpose of direct recruitment" means the service rendered on regular basis to a similar post in the same or higher pay scale in any department, autonomous bodies, public sector undertaking or other institutions under Haryana Government;
"Experience for the purpose of promotion" means the service as regular basis in the Commission;
- (viii) "Government" means the Government of the State of Haryana in the Administrative Department;
- (ix) "Secretary" means the Secretary of the Haryana Electricity Regulatory Commission;
- (x) "Service" means the Haryana Electricity Regulatory Commission (Group A, B, C and D) services;
- (xi) "Recognized University" means—
 - (i) any University established by Law in India; or
 - (ii) any other University which is declared by the Government to be a recognized university for the purpose of these regulations;
- (xii) "Institution" means—
 - i) any institution, established by law in force in the State of Haryana; or
 - ii) any other institution recognized by the Government for the purpose of these regulations
- (xiii) The words or expressions occurring in these Regulations and not defined herein but defined in the Haryana Civil Services Rules, 2016 shall bear the same meaning as assigned to them in the said Rules.
- (xiv) "Organization" means Statutory Bodies created under a Statute / Act of State/Central Government; and financed wholly or substantially from the Cess or Central / State Government grants.

4. Number and character of posts.—

The Service shall comprise the posts shown in Appendix A to these rules:

Provided that nothing in these rules shall affect the inherent right of the Commission to make additions to or reduction in the number of such posts or to create new posts with different designations and scale of pay.

5. Nationality, domicile and character of a person to be appointed in the Commission.—

- (1) No person shall be appointed to any post in the Commission, unless he is
 - a) a citizen of India, or
 - b) a subject of Nepal, or
 - c) a subject of Bhutan, or

Provided that a person belonging to any of the categories (b) or (c) above shall be a person in whose favour a certificate of eligibility has been issued by the competent authority and presented before the Commission.

A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or any other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Commission.

No person shall be appointed to the Service by direct recruitment, unless he produces a certificate of character from the principal, academic officer of the University, college, school or institution last attended, if any and similar certificates from two other responsible persons, not being his relatives who are well acquainted with him in his private life and are unconnected with his university, college, school or institution.

6. Age Limit.— The minimum age of a person for entry into Government service shall be 18 years and maximum age shall be 42 years in respect of the posts of all Groups A, B, C & D in addition to the age relaxation prescribed herein for various categories define in Haryana Government instructions.

Provided that a relaxation in upper age limit shall be admissible to the persons of various categories as may be prescribed by the Government from time to time.

7. Appointing Authority.—

- (1) The Commission shall be the appointing authority in respect of all Group 'A' posts mentioned in Appendix 'A' to these regulations;
- (2) The Chairperson shall be the appointing authority in respect of all Group 'B' and Group 'C' posts mentioned in Appendix 'A' of these regulations;
- (3) Secretary of the Commission shall be the appointing authority in respect of all Group 'D' posts mentioned in Appendix 'A' of these regulations after getting approval of the Chairperson.

8. Qualifications.— No person shall be appointed to any post in the Commission under these regulations, unless he is in possession of qualifications and experience specified in Appendix 'B' to these regulations;

Provided that in case of direct recruitment, the qualifications regarding experience shall be relaxable to the extent of 50% at the discretion of the Commission belonging to Scheduled Castes, Backward Classes, Ex-servicemen and Physical Handicapped categories are not in possess of requisite experience for the post.

9. Disqualifications.—

No person

- a) who has entered into or contracted a marriage with a person having a spouse living, or
- b) who is having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any post in the Commission;

Provided that the Commission may exempt any person from the operation of this regulation, with the approval of the Government, if the Government is satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so.

10. Method of Recruitment.—

- (1) Recruitment to the service shall be made by any of the following modes: -

1. In the case of Secretary,—

- i. by direct recruitment;
- ii. by transfer or deputation of an officer already in service of any State Government or the Government of India, including officers belonging to the Indian Administrative Service or the Haryana Civil Service (Executive Branch);

2. In the case of Director (Tariff),—

- i. by promotion from amongst the senior most Joint Director Accounts / Finance / Economics;
- ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;

3. In the case of Director (Technical),—

- i. by promotion from amongst the senior most Joint Director Transmission / Distribution;
- ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
- iii. by contract basis;

4. In the case of Joint Director (Accounts),—

- i. by promotion from the Deputy Director (Accounts);
- ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;

5. In the case of Joint Director (Economics),—

- i. by promotion from the Deputy Director (Economics);
- ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;

6. **In the case of Joint Director (Finance),—**
 - i. by promotion from the Deputy Director (Finance);
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
7. **In the case of Joint Director (Transmission),—**
 - i. by promotion from the Deputy Director (Transmission);
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
8. **In the case of Joint Director (Distribution) – I & II,—**
 - i. by promotion from amongst the senior most Deputy Director (Distribution);
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
9. **In the case of Joint Director (Law),—**
 - i. by promotion from amongst the senior most Law Officer;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
10. **In the case of Deputy Director (Finance),—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
11. **In the case of Deputy Director (Economics),—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
12. **In the case of Deputy Director (Accounts),—**
 - i. by direct recruitment on regular basis;
 - ii. by promotion from the Assistant Director (Accounts);
 - iii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
13. **In the case of Deputy Director (Transmission),—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
14. **In the case of Deputy Director (Distribution) – I & II,—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
15. **In the case of System Manager,—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
16. **In the case of Law Officer,—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
17. **In the case of Deputy Director (Media),—**
 - i. by direct recruitment on regular basis;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
18. **In the case of Deputy Secretary (Personnel),—**
 - i. by direct recruitment on regular basis;
 - ii. by promotion from the Section Officer (Accounts);
 - iii. by transfer or deputation of an officer already in service of any State Government or the Government of India;

19. **In the case of Assistant Director (Accounts),—**
 - i. by promotion from the Section Officer (Accounts);
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
 20. **In the case of Senior Private Secretary,—**
 - i. by promotion from the amongst senior most Private Secretary;
 - ii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
 21. **In the case of Private Secretary,—**
 - i. by direct recruitment on regular basis;
 - ii. by promotion from the amongst senior most Personal Assistant;
 - iii. by transfer or deputation of an officer already in service of any State Government or the Government of India;
 22. **In the case of Section Officer (Accounts),—**
 - i. by promotion from the amongst senior most Assistant / Caretaker / Cashier / Assistant Librarian;
 23. **In the case of Personal Assistant,—**
 - i. by promotion from the amongst senior most Senior Scale Stenographer;
 - ii. by transfer or deputation of an official already in service of any State Government or the Government of India;
 24. **In the case of Assistant / Cashier / Caretaker / Assistant Librarian,—**
 - i. by promotion from Clerk;
 - ii. by transfer or deputation of an official already in service of any State Government or the Government of India;
 25. **In the case of Senior Scale Stenographer,—**
 - i. by promotion from amongst senior most Junior Scale Stenographers;
 - ii. by transfer or deputation of an official already in service of any State Government or the Government of India;
 26. **In the case of Assistant Librarian,—**
 - i. Post is put in diminishing cadre;
 27. **In the case of Junior Scale Stenographer, —**
 - i. by direct recruitment on regular basis;
 - ii. by promotion from amongst Clerks;
 - iii. by transfer or deputation of an official already in service of any State Government or the Government of India;
 28. **In the case of Driver,—**
 - i. by direct recruitment on regular basis;
 - ii. by promotion from amongst senior most Group D employees;
 29. **In the case of Clerk,—**
 - i. 80% by direct recruitment on regular basis;
 - ii. 20% by promotion from amongst senior most Group D employees;
 30. **In the case of Peon,—**
 - i. by direct recruitment on regular basis;
 31. **In the case of Process Server,—**
 - i. by direct recruitment on regular basis;
- (2) All promotions, unless otherwise provided, shall be made on seniority-cum-merit basis and seniority alone shall not confer any right to such promotions.
- (3) By Absorption.—
An employee can be permanently absorbed who is already working on deputation in the Commission subject to the condition of completion of minimum three years satisfactory service on the post and NOC issued by his / her parent department.

10. (A) State Eligibility Test in Computer Appreciation and Application (SETC) shall be as part of service requirement for Clerks and Junior Scale Stenographers. The State Eligibility Test in Computer Appreciation and Application (SETC) shall be post requisite condition / qualification for those who are appointed by direct recruitment or otherwise to the post of Clerks and Junior Scale Stenographers in the Commission shall have to qualify, otherwise they shall not be entitled to earn any increment in his / her pay scale till he / she qualifies the said test, as per instructions issued by Human Resources Department, Haryana from time to time. Further, the Junior Scale Stenographers shall also have to qualify stenography test as conducted by the Commission.

11. Selection Committee.—

As per provision in notification No. Leg.4/2005, dated 16th May, 2005 issued by the Legislative Department, Government of Haryana by Haryana Ordinance No. 1 of 2005, HPSC (Additional Functions) Amendment Ordinance, 2005. HERC is not under the purview of the HPSC / HSSC, therefore, the posts shall be filled up out of the purview of HPSC / HSSC. The post can be filled up by giving wide publicity by way of advertisement in at least two prominent newspapers and by hosting it on the official website of the Commission;

For appointment to a post there shall be a Selection Committee comprising of such officers as decided by Commission to select the personnel for appointment as officers and employees of the Commission. The Commission may lay down the procedure to be followed by the Selection Committee in the selection of the personnel.

12. Probation.—

- (1) Persons appointed to any post in the service shall remain on probation for a period of two years excluding the period of leave, availed if any, if appointed by direct recruitment and one year, if appointed otherwise.

Provided that-

- (a) any period after such appointment spent on deputation on a corresponding or a higher post shall count towards the period of probation;
 - (b) any period of work in equivalent or higher rank, prior to appointment to the Service may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and
 - (c) any period of officiating appointment shall be reckoned as period spent on probation, but no person who had so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a regular vacancy.
- (2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may, -
- (a) if such person is appointed by direct recruitment, dispense with his services; and
 - (b) if such person is appointed otherwise than by direct recruitment: -
 - (ii) revert him to his former post; or
 - (iii) deal with him in such other manner as the terms and conditions of the previous appointment permit.
- (3) On the completion of the period of probation of a person, the appointing authority may, -
- (a) if his work or conduct has, in its opinion been satisfactory, confirm such person from the date of his appointment, against regular vacancy; or
 - (b) if his work or conduct has, in its opinion, been not satisfactory,
 - (i) dispense with his services, if appointed by direct recruitment, if appointed otherwise, revert him to his former post or deal with him in such other manner, as the terms and conditions of previous appointment permit; or
 - (ii) extend his period of probation and thereafter pass such order, as it could have passed on the expiry of the first period of probation:

Provided that total period of probation, including extension, if any, shall not exceed three years.

13. Seniority.—

- (1) Inter-se seniority of the employees of the Commission shall be determined by the length of continuous service on any post in the Commission.
- (2) Provided that where there are different cadres in the Services, the seniority shall be determined separately for each cadre.
- (3) In the case of persons appointed by direct recruitment, the order of merit determined by the appointing authority at the time of appointment, shall not be disturbed in determining the seniority.
- (4) In the case of two or more persons appointed on the same date, their seniority shall be determined as follows:
 - a) An employee appointed by direct recruitment shall be senior to the officer or employee appointed by any other mode of appointment;
 - b) An employee appointed by promotion shall be senior to the officer or employee appointed by deputation or permanent absorption;
 - c) In case of employee appointed by promotion, seniority shall be determined according to the seniority of such officers or employees in the posts from which they were promoted; and
 - d) In case of employee appointed by transfer from different division from within the Commission, their seniority shall be determined according to pay, preference being given to an officer or employee who was drawing higher pay in the previous post; and if the pay drawn is also the same, then by the length of their service in the post, and if the length of such service is also the same, in such a case, the age of the employee shall be reckoned with while determining seniority.

14. Liability to serve.—

- (1) An employee of the Commission shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered so to do by the appointing authority.
- (2) An employee of the Commission may also be deputed to service as under; -
 - (i) a company, association or body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State Government, Municipal Corporation or local authority or university within the State of Haryana; or
 - (ii) the Central Government or company or association or body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government; or
 - (iii) another State Government, an international organization, an autonomous body not controlled by the Government or a private body:

Provided that no employee of the Commission shall be deputed to the Central or any other State Government or any organization or body referred to in clause (ii) or clause (iii) except with his consent.

15. Pay, leave, pension and other matters.—

- (1) In respect of pay, leave, pension and all other matters, not expressly provided for in these rules, the members of the Service shall be governed by the Haryana Civil Services (General) Rules, 2016, the Haryana Civil Services (Pay) Rules, 2016, the Haryana Civil Services (Leave) Rules, 2016, the Haryana Civil Services (Allowances to Government Employees) Rules, 2016, the Haryana Civil Services (General Provident Fund) Rules, 2016, the Haryana Civil Services (Government Employees Conduct) Rules, 2016, the Haryana Civil Services (Punishment and Appeal) Rules, 2016, the Haryana Civil Services (Travelling Allowances) Rules, 2016, the Haryana Civil Services (Pension) Rules, 2016, Haryana Civil Services (Compassionate Financial Assistance or Appointment) Rules, 2019 and by such rules regulations, as may have been, or may hereafter be adopted or made by the competent authority of India under the Constitution of India or under any law for time being in force made by the State Legislative.

Provided that the Haryana Civil Service (General Provident Fund) Rules, 2016 and the Haryana Civil Services (Pension) Rules, 2016 shall not be applicable to those members of service who are appointed on or after 1st January, 2006 (except death-cum-retirement gratuity and leave encashment).

16. Discipline, penalties and appeals.—

- (1) In matters, relating to discipline, penalties and appeals, members of the Service shall be governed by the Haryana Civil Services (Punishment and Appeal) Rules, 2016:

Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties and appellate authority shall, subject to the provisions of any law or rules made under article 309 of the Constitution of India, be such as are specified in Appendix 'C' to these rules.

- (2) The authority competent to pass an order under clause (c) or (d) of rule 9 of the Haryana Civil Services (Punishment and Appeal) Rules, 2016 and the appellate authority shall be such as specified in Appendix 'D' to these rules.

17. Vaccination.—

Every member of the Service shall get himself vaccinated and revaccinated if and when the Government so directs by a special or general order.

18. Oath of allegiance.—

Every member of the Service unless he has already done so, shall be required to take the oath of allegiance to India and to the Constitution of India as by law established.

- 19. Power of relaxation.** - Where the Commission is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of person with the prior approval of Government.

20. Special provision.—

Notwithstanding anything contained in these rules, the appointing authority may impose special terms and conditions in the order of appointment, if it is deemed expedient to do so.

21. Reservations.—

Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes, Backward Classes, Ex-Servicemen, physically handicapped persons or any other class or category of persons under clause (4) of article 16 of the Constitution of India and in accordance with the orders issued by the State Government in this regard from time to time.

22. Repeal and Savings.—

- (1) These regulations shall not be detrimental in any sense to those officers and employees who have joined the Commission prior to notification of these regulations;
- (2) In case any officer or employee who was appointed on regular basis prior to notification of these regulations and is aggrieved by any of the provisions of these regulations, then such officer or employee shall continue to be governed by the provisions of those regulations under which he was appointed as a measure personal to him;
- (3) These regulations shall repeal regulation no. 41/2018 dated 13th December 2018 i.e. Haryana Electricity Regulatory Commission (Officers and Employees Conditions of Service) Regulations 2016 from the date of notification of these regulations.

APPENDIX 'A'

NUMBER AND CATEGORIES OF POSTS

Sr. No.	Designation of posts	Number of posts	Scale of Pay
Category of post - Group 'A'			
1.	Secretary	1	FPL-19, 128900-219600 ²
2.	Director (Tariff)	1	FPL-19, 128900-219600
3.	Director (Technical)	1	FPL-19, 128900-219600
4.	Joint Director (Accounts)	1	FPL-16, 123600-210300
5.	Joint Director (Economics)	1	FPL-16, 123600-210300
6.	Joint Director (Finance)	1	FPL-16, 123600-210300
7.	Joint Director (Transmission)	1	FPL-16, 123600-210300
8.	Joint Director (Distribution) - I	1	FPL-16, 123600-210300
9.	Joint Director (Distribution) - II	1	FPL-16, 123600-210300
10.	Joint Director (Law)	1	FPL-16, 123600-210300
11.	Deputy Director (Accounts)	1	FPL-15, 123400-210000
12.	Deputy Director (Economics)	1	FPL-15, 123400-210000
13.	Deputy Director (Finance)	1	FPL-15, 123400-210000
14.	Deputy Director (Transmission)	1	FPL-15, 123400-210000
15.	Deputy Director (Distribution) - I	1	FPL-15, 123400-210000
16.	Deputy Director (Distribution) - II	1	FPL-15, 123400-210000
17.	System Manager	1	FPL-15, 123400-210000
18.	Law officer	2	FPL-15, 123400-210000
19.	Deputy Director (Media)	1	FPL-15, 123400-210000
20.	Deputy Secretary (Personnel)	1	FPL-15, 123400-210000
Category of post - Group 'B'			
21.	Assistant Director (Accounts)	1	FPL-9, 53100-167800
22.	Senior Private Secretary	3	FPL-7, 44900-142400
23.	Private Secretary	3	FPL-7, 44900-142400
Category of post - Group 'C'			
24.	Section Officer (Accounts)	1	FPL-7, 44900-142400
25.	Personal Assistant	8	FPL-6, 35400-112400
26.	Assistant / Care Taker / Cashier	5	FPL-6, 35400-112400
27.	Senior Scale Stenographer	3	FPL-4, 25500-81100
28.	Junior Scale Stenographer	3	FPL-4, 25500-81100

² An HCS / IAS Officer posted by the State Government against the post of Secretary from time to time shall be paid salary in his/her own pay scale.

Sr. No.	Designation of posts	Number of posts	Scale of Pay
29.	Assistant Librarian	1	FPL-4, 25500-81100
30.	Driver	6	FPL-4, 25500-81100
31.	Clerk	5	FPL-2, 19900-63200
Category of post - Group 'D'			
32.	Peon	18	DL-16900-53500
33.	Process Server	1	DL-16900-53500

Note:

1. The post of Clerk-cum-Computer Operator has been re-designated as Clerk. The post of Cashier, Caretaker and Assistant Librarian has been re-designated as Assistant in the same pay scale.

APPENDIX 'B'

POST- WISE QUALIFICATIONS AND EXPERIENCE

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
1	2	3	4
1.	Secretary	(i) MBA in HR from any recognized University / Institution (ii) Holding analogous post with Twelve years regular experience OR Fifteen years professional experience in personnel management and administrative matters (iii) Excellent interpersonal and communication skills (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Administrative experience in Managerial capacity in Human Resource Development. Experience of working in Regulatory agency / Administrative Services will be preferred.	By Transfer or deputation- An HCS / IAS Officer posted by the State Government as Secretary.
2.	Director (Tariff)	(i) Master's degree in Economics or MBA (Finance) or M. Com or CA or ICWA from a recognized university OR Graduate in Electrical or Power Engineering or equivalent from a recognized institution (ii) Fifteen years professional experience in economic / financial / accounting analysis of which at least five years in managing professional employees (iii) Computer literacy (iv) Matric with Hindi or Sanskrit as one of the subjects OR	By Promotion- (i) Five years' experience as Joint Director Accounts / Finance / Economics By Transfer or deputation- (i) Master's degree in Economics or MBA (Finance) or M. Com or CA or ICWA from a recognized university OR Graduate Degree in Electrical / Power engineering or equivalent from a recognized institution (ii) Holding analogous post with Seven years regular experience OR

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
		10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Experience as professional Economist or Power Engineer (ii) Experience in development of Tariff in Power Sector Utilities. (iii) Experience in Commercial Enterprises. (iv) Demonstrated capabilities in analytical modelling	Fifteen years professional experience in economic / financial / accounting analysis of which at least five years in managing professional employees (iii) Computer literacy (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
3.	Director (Technical)	(i) Bachelor's degree in Electrical or Power Engineering or equivalent (ii) Fifteen years of professional engineering experience with atleast one year experience at Superintendent Engineer (SE) level in a large power utility/ organization with generation, transmission and distribution in the business of power (iii) Planning / design / operational experience in generation, transmission, and distribution, with particular experience in all matters related to network reliability and stability, power quality and flows (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications - Experience in the development of tariffs in regulated industries and power sector reform in India. - Experience in commercial issues, or power purchase agreements. - Demonstrated capability in analytical modelling.	By Promotion- (i) Five years' experience as Joint Director Transmission or Distribution By Transfer or deputation- (i) Bachelor's degree in Electrical or Power Engineering or equivalent (ii) Holding analogous post with Seven years regular experience OR Fifteen years of professional engineering experience with atleast one year experience at Superintendent Engineer (SE) level in a large power utility / organization with generation, transmission and distribution in the business of power (iii) Planning / design / operational experience in generation, transmission, and distribution, with particular experience in all matters related to network reliability and stability, power quality and flows (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
4.	Joint Director (Accounts)	(i) Master's degree in Commerce from a recognized university or CA or MBA (Finance) or ICWA (ii) Twelve years of professional experience in accounting with at least seven years of experience as Deputy Director (Accounts) or equivalent	By Promotion- (i) Five years' experience as Deputy Director (Accounts) By Transfer or deputation- (i) Master's degree in Commerce from a recognized university or CA or MBA (Finance) or ICWA

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
		(iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Experience in employees and budget management (ii) Database and modelling capabilities (iii) Knowledge of regulatory / commercial accounting	(ii) Holding analogous post with Seven years regular experience OR Twelve years of professional experience in accounting with at least Seven years of experience as Deputy Director (Accounts) or equivalent (iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
5.	Joint Director (Economics)	(i) Master's degree in Economics from a recognized university, with specialization in micro-economics (ii) Minimum twelve years of professional experience as an economist with at least seven years of experience as Deputy Director (Economics) or equivalent (iii) Demonstrated capability in economic analysis, modelling, and statistical techniques and database capabilities (iv) Strong familiarity with theory and practice of tariff design and rate-making (v) Computer literacy (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Knowledge of accounting and principles of finance	By Promotion- (i) Five years' experience as Deputy Director (Economics) By Transfer or deputation- (i) Master's degree in Economics from a recognized university, with specialization in micro-economics (ii) Holding analogous post with Seven years regular experience OR Minimum twelve years of professional experience as an economist with at least seven years of experience as Deputy Director (Economics) or equivalent (iii) Demonstrated capability in economic analysis, modelling, and statistical techniques and database capabilities (iv) Strong familiarity with theory and practice of tariff design and rate-making (v) Computer literacy (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects

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6.	Joint Director (Finance)	(i) Master's degree in Commerce or MBA with specialization in finance from a recognized university or Chartered Accountant or ICWA (ii) Minimum twelve years of professional experience in finance with at least seven years of experience as Deputy Director (Finance) or equivalent (iii) Demonstrated capability in financial modelling, and spreadsheets analysis (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Experience in Financial Analysis of investment decisions in Power Sector. (ii) Sound knowledge of financial procedures in commercial enterprises. (iii) Experience in employee management (iv) Database capabilities (v) Knowledge of accounting	By Promotion- (i) Five years' experience as Deputy Director (Finance) By Transfer or deputation- (i) Master's degree in Commerce or MBA with specialization in finance from a recognized university or Chartered Accountant or ICWA (ii) Holding analogous post with Seven years regular experience OR Minimum twelve years of professional experience in finance with at least seven years of experience as Deputy Director (Finance) or equivalent (iii) Demonstrated capability in financial modelling, and spreadsheets analysis (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
7.	Joint Director (Transmission)	(i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility / organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Transmission - Planning and Operation with particular experience in network reliability, stability, power quality and flows	By Promotion- (i) Five years' experience as Deputy Director (Transmission) By Transfer or deputation- (i) Bachelor's degree in Electrical / Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility / organization with generation, transmission and distribution facilities (iii) Computer literacy

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		(v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform (ii) Power procurement / systems operations- competitive procurement, power purchase agreement, least-cost planning, scheduling and dispatch.	(iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Transmission - Planning and Operation with particular experience in network reliability, stability, power quality and flows (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
8.	Joint Director (Distribution) - I	(i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design or planning or operational experience in one of the following areas: Distribution - Planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform (ii) Power procurement or systems operations- competitive procurement, power purchase agreement, least-cost planning, scheduling and dispatch.	By Promotion- (i) Five years' experience as Deputy Director (Distribution) By Transfer or deputation- (i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design or planning or operational experience in one of the following areas: Distribution - Planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
9.	Joint Director (Distribution) - II	(i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design or planning or operational experience in one of the following areas: Distribution - Planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform (ii) Power procurement or systems operations- competitive procurement, power purchase agreement, least-cost planning, scheduling and dispatch.	By Promotion- (i) Five years' experience as Deputy Director (Distribution) By Transfer or deputation- (i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Twelve years' experience with a minimum of seven years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design or planning or operational experience in one of the following areas: Distribution - Planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
10.	Joint Director (Law)	(i) Degree in law from recognized university (ii) Must be a Member of Bar Association (iii) Holding analogous post with Seven years regular experience OR Twelve years' experience in legal practice with minimum five years' experience in Electricity Laws before or including service in APTEL or any State Regulatory Commission. (iv) Past or present serving in SERCs or CERCs or APTEL whose license has been suspended are also eligible.	By Promotion- (i) Five years' experience as Law Officer By Transfer or deputation- (i) Degree in law from recognized university (ii) Must be a Member of Bar Association (iii) Holding analogous post with Seven years regular experience OR Twelve years' experience in legal practice with minimum five years' experience in Electricity Laws before or including service in APTEL or any State Regulatory Commission. (iv) Past or present serving in SERCs or CERCs or APTEL

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
		(v) Excellent written and oral communication skills (vi) Computer literacy (vii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	(v) Excellent written and oral communication skills (vi) Computer literacy (vii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
11.	Deputy Director (Finance)	(i) Master's degree in Commerce or MBA Finance from a recognized university or CA or ICWA (ii) Nine years of professional experience in Accounting or Finance (iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Good written and verbal communication skills (ii) Knowledge of microeconomics (iii) Demonstrated knowledge and or experience in the power sector (iv) Member of professional accountancy organization	By Transfer or deputation- (i) Master's degree in Commerce or MBA Finance from a recognized university or CA or ICWA (ii) Holding analogous post with Seven years regular experience OR Nine years of professional experience in Accounting or Finance (iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
12.	Deputy Director (Economics)	(i) Master's degree in Economics with specialization in micro-economics from a recognized university (ii) Minimum nine years of professional experience as an economist (iii) Demonstrated capability in economic analysis, modelling, and statistical techniques and database capabilities (iv) Strong familiarity with theory and practice of tariff design (v) Computer literacy	By Transfer or deputation- (i) Master's degree in Economics with specialization in micro-economics from a recognized university (ii) Holding analogous post with Seven years regular experience OR Minimum nine years of professional experience as an economist (iii) Demonstrated capability in economic analysis, modelling, and statistical techniques and database capabilities (iv) Strong familiarity with theory and practice of tariff design

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		(vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Good written and verbal communication skills (ii) Knowledge of accounting and principles of finance (iii) Demonstrated knowledge and/ or experience in the power sector	(v) Computer literacy (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
13.	Deputy Director (Accounts)	(i) Master's degree in Commerce or MBA Finance from a recognized university or CA or ICWA (ii) Nine years of professional experience in Accounting / Finance (iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Good written and verbal communication skills (ii) Knowledge of microeconomics (iii) Demonstrated knowledge and or experience in the power sector (iv) Member of professional accountancy organization	By Promotion- (i) Five years' experience as Assistant Director (Accounts). By Transfer or deputation- (i) Master's degree in Commerce or MBA Finance from a recognized university or CA or ICWA (ii) Holding analogous post with Seven years regular experience OR Nine years of professional experience in Accounting or Finance (iii) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
14.	Deputy Director (Transmission)	(i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Nine years' experience, with a minimum of two years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have	By Transfer or deputation- (i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Nine years' experience, with a minimum of two years at the Executive Engineer level in a large

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
		adequate design or planning or operational experience in one of the following areas: Transmission - planning and operation with particular experience in network reliability, stability, power quality and flows (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform (ii) Power procurement or systems operations - competitive procurement, power purchase agreements, least-cost planning, scheduling and dispatch	power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design or planning or operational experience in one of the following areas: Transmission - planning and operation with particular experience in network reliability, stability, power quality and flows (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
15.	Deputy Director (Distribution) - I	(i) Bachelor's degree in Electrical / Power Engineering or Mechanical Engineering (ii) Nine years' experience, with a minimum of two years at the Executive Engineer level in a large power utility / organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Distribution - planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform	By Transfer or deputation- (i) Bachelor's degree in Electrical / Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Nine years' experience, with a minimum of two years at the Executive Engineer level in a large power utility / organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Distribution - planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects

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		(ii) Power procurement / systems operations - competitive procurement, power purchase agreements, least-cost planning, scheduling and dispatch	
16.	Deputy Director (Distribution) - II	(i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Nine years' experience, with a minimum of two years at the Executive Engineer level in a large power utility or organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Distribution - planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Familiarity with electricity tariff issues and power sector reform (ii) Power procurement or systems operations - competitive procurement, power purchase agreements, least-cost planning, scheduling and dispatch	By Transfer or deputation- (i) Bachelor's degree in Electrical or Power Engineering or Mechanical Engineering (ii) Holding analogous post with Seven years regular experience OR Nine years' experience, with a minimum of two years at the Executive Engineer level in a large power utility / organization with generation, transmission and distribution facilities (iii) Computer literacy (iv) The candidate should have adequate design / planning / operational experience in one of the following areas: Distribution - planning and operation, network reliability as well as commercial aspects of distribution (metering, billing, collection etc.) (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
17.	System Manager	(i) Bachelor in Engineering or Information Technology or B. Tech. or MCA or MSc. in Computer Science. (ii) Nine years' experience in information technology management, network management, and software development (iii) Experience with managing employees and budgets. (iv) Excellent communication skills	By Transfer or deputation- (i) Bachelor in Engineering or Information Technology or B. Tech. or MCA or MSc. in Computer Science. (ii) Holding analogous post with Seven years regular experience OR Nine years' experience in information technology management, network management, and software development

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		(v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	(iii) Experience with managing employees and budgets. (iv) Excellent communication skills (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
18.	Law officer	(i) Degree in law from recognized university (ii) Must be a Member of Bar Association (iii) Ten years' experience in legal practice out of which four years in Electricity Laws before APTEL or Any State Regulatory Commission. (iv) Excellent written and oral communication skills (v) Computer literacy (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Experience in handling legal matters in middle level position in Central or State Government or any PSU involving administrative, commercial and contract law (ii) Experience in drafting statutes and legislations.	By Transfer or deputation- (i) Degree in law from recognized university (ii) Must be a Member of Bar Association (iii) Holding analogous post with Seven years regular experience OR Ten years' experience in legal practice out of which four years in Electricity Laws before APTEL or Any State Regulatory Commission. (iv) Excellent written and oral communication skills (v) Computer literacy (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
19.	Deputy Director (Media)	(i) Master's degree in relevant discipline (e.g. journalism, or mass communications) from a recognized university (ii) Nine years of professional experience in journalism, mass communications, or public relations (iii) Excellent written and verbal communication skills (iv) Background in financial or economic writing/analysis. (v) Adequate experience preparing and delivering public presentations	By Transfer or deputation- (i) Master's degree in relevant discipline (e.g. journalism, or mass communications) from a recognized university (ii) Holding analogous post with Seven years regular experience OR Nine years of professional experience in journalism, mass communications, or public relations (iii) Excellent written and verbal communication skills

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		(vi) Computer literacy (vii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Experience in two or more of various forms of media (press, TV, radio, multimedia) (ii) Knowledge of electricity industry (iii) Experience in writing corporate and other organizational annual reports	(iv) Background in financial or economic writing or analysis. (v) Adequate experience preparing and delivering public presentations (vi) Computer literacy (vii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
20.	Deputy Secretary (Personnel)	(i) MBA (HR) or Post Graduate Diploma in Human Resource Development from any recognized University / Institution (ii) Nine years professional experience in personnel management and administrative matters (iii) Excellent interpersonal and communication skills (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Administrative experience in Managerial capacity in Human Resource Development.	By Promotion- (i) Five years' experience as Section Officer (Accounts) alongwith Fifteen years' experience in administrative matters in the Commission; By Transfer or deputation- (i) MBA (HR) or Post Graduate Diploma in Human Resource Development from any recognized University / Institution (ii) Holding analogous post with Seven years regular experience OR Nine years professional experience in personnel management and administrative matters (iii) Excellent interpersonal and communication skills (iv) Computer literacy (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
21.	Assistant Director (Accounts)	(i) B. Com / M. Com from recognized University or Institution / CA / ICWA (ii) Seven years of professional experience in Accounting / Finance (iii) Matric with Hindi or Sanskrit as one of the subjects	By Promotion- (i) Five years' experience as Section Officer (Accounts) By Transfer or deputation- (i) B. Com / M. Com from recognized University or Institution / CA / ICWA (ii) Holding analogous post with Seven years regular experience

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		OR 10+2, BA, M.A with Hindi as one of the subjects Desirable Qualifications (i) Demonstrated capability in generally accepted accounting practices, financial analysis, spreadsheets (ii) Knowledge of Regulatory and Commercial Accounting	OR Ten years of professional experience in Accounting / Finance (iii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
22.	Senior Private Secretary	(i) Graduate from any recognized university or institution (ii) Twelve years post qualification as Private Secretary in an organization of repute (iii) One year Course in Computer Application (iv) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 40 w.p.m. (v) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Private Secretary By Transfer or deputation- (i) Graduate from any recognized university or institution (ii) Holding analogous post with Seven years regular experience OR Twelve years post qualification as Private Secretary in an organization of repute (iii) One year Course in Computer Application (iv) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 40 w.p.m. (v) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
23.	Private Secretary	(i) Graduate from any recognised university or institution (ii) Ten years post qualification as Personal Assistant in an organisation of repute (iii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 40 w.p.m. (iv) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (v) Matric with Hindi or Sanskrit as one of the subjects	By Promotion- (i) Five years' experience as Personal Assistant By Transfer or deputation- (i) Graduate from any recognised university or institution (ii) Holding analogous post with Seven years regular experience OR Ten years post qualification as Personal Assistant in an organisation of repute

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		OR 10+2, BA, M.A with Hindi as one of the subjects	(iii) One year Course in Computer Application (iv) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 40 w.p.m. (v) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
24.	Section Officer (Accounts)	(i) Bachelor's degree in Commerce with First Division / Master's degree in Commerce from a recognized University or Institute / Subordinate Accounts Service examination (ii) Five years' experience of professional experience in an organisation of repute (iii) One year course in Computer Application (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Assistant / Cashier / Caretaker / Assistant Librarian with bachelor's degree of Commerce. By Transfer or deputation- (i) Bachelor's degree in Commerce with First Division / Master's degree in Commerce from a recognized University or Institute / Subordinate Accounts Service examination (ii) Holding analogous post with Seven years regular experience OR Seven years' experience of professional experience in an organisation of repute (iii) One year course in Computer Application (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
25.	Personal Assistant	(i) Graduate from any recognized university or institution (ii) Five years post qualification experience as Senior Scale Stenographer in an organization of repute (iii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m.	By Promotion- (i) Five years' experience as Senior Scale Stenographer By Transfer or deputation- (i) Graduate from any recognized university or institution (ii) Holding analogous post with Seven years regular experience

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		(iv) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	OR Seven years post qualification experience as Senior Scale Stenographer in an organization of repute (iii) One year course in Computer Application (iv) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m. (v) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 20 w.p.m. (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
26.	Assistant / Care Taker / Cashier / Assistant Librarian	(i) Bachelor's / Master's degree from any recognised University or institution (ii) Five years' experience as Assistant in PML-6 OR Seven years' experience as Clerk in PML-3 in any reputed organization (iii) One year course in Computer Application (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Clerk By Transfer or deputation- (i) Bachelor's / Master's degree from any recognised University or institution (ii) Holding analogous post with Seven years regular experience (iii) One year course in Computer Application (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
27.	Senior Scale Stenographer	(i) Graduate / 10+2 (2 nd Division) from any recognized university or institution or education board (ii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m. (iii) Hindi shorthand at speed of 80 w.p.m and transcription thereof at speed of 15 w.p.m (iv) One year course in computer applications (v) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Junior Scale Stenographer By Transfer or deputation- (i) Graduate/ 10+2 (2 nd Division) from any recognized university or institution or education board (ii) Holding analogous post with Five years regular experience (iii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m. (iv) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 15 w.p.m.

Sr. No.	Designation of post	Academic qualifications or experience, if any, for direct recruitment	Academic qualifications or experience, if any, for appointment, other than by direct recruitment
			(v) One year course in computer applications (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
28.	Junior Scale Stenographer	(i) Graduate / 10+2 (2 nd Division) from any recognised University or institution (ii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m. (iii) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 15 w.p.m. (iv) One year course in computer application (v) Should passed the SETC test conducted by HARTRON as per instructions issued by Haryana Government (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Clerk and having knowledge of English Shorthand at a speed of 100 w.p.m. & transcription thereof at a speed of 20 w.p.m. OR Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 15 w.p.m. and qualifying the stenography test conducted by the Commission. By Transfer or deputation- (i) Graduate / 10+2 (2 nd Division) from any recognised University or institution (ii) Holding analogous post on regular basis (iii) English shorthand at speed of 100 w.p.m. and transcription thereof at speed of 20 w.p.m. (iv) Hindi shorthand at speed of 80 w.p.m. and transcription thereof at speed of 15 w.p.m. (v) Should have passed the SETC test (vi) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
29.	Assistant Librarian	Post is put in diminishing cadre.	
30.	Driver	(i) Matriculation with Hindi / Sanskrit from any recognised Board (ii) Two years' experience of driving light vehicle with driving license (light) (iii) He should not be colour blind. (iv) Should have passed the Driving Test conducted by the Commission	By Promotion- (i) Five years' experience as Class III / IV posts and having basic qualification of Driver By Transfer or deputation- (i) He should not be colour blind. (ii) Holding analogous post on regular basis (iii) Matric with Hindi or Sanskrit OR 10+2, BA, M.A with Hindi as one of the subjects

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31.	Clerk	(i) Graduate / 10+2 or equivalent with first division from any recognised University or Institution or Board (ii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Promotion- (i) Five years' experience as Peon By Transfer or deputation- (i) Graduate / 10+2 or equivalent with First division from any recognised University or Institution or Board (ii) Holding analogous post on regular basis (iii) Should have passed the SETC test (iv) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
32.	Peon	Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Transfer or deputation- (i) Holding analogous post on regular basis (ii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects
33.	Process Server	Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects	By Transfer or deputation- (i) Holding analogous post on regular basis (ii) Matric with Hindi or Sanskrit as one of the subjects OR 10+2, BA, M.A with Hindi as one of the subjects

APPENDIX 'C'

Sr. No.	Designation of post	Appointing Authority	Nature of Penalty	Authority empowered to impose penalty	Appellate Authority		
1	2	3	4	5	6		
1.	Secretary	Commission/ Government	(I) Minor Penalties – As prescribed in the Haryana Civil Services (Punishment and Appeal) Rules, 2016 (II) Major Penalties – As prescribed in the Haryana Civil Services (Punishment and Appeal) Rules, 2016.	Government			
		Commission		Commission			
2.	Director (Tariff)	Commission			Commission		
3.	Director (Technical)						
4.	Joint Director (Accounts)						
5.	Joint Director (Economics)						
6.	Joint Director (Finance)						
7.	Joint Director (Transmission)						
8.	Joint Director (Distribution) - I						
9.	Joint Director (Distribution) - II						
10.	Joint Director (Law)						
11.	Deputy Director (Finance)						
12.	Deputy Director (Economics)						
13.	Deputy Director (Accounts)						
14.	Deputy Director (Transmission)						
15.	Deputy Director (Distribution) - I						
16.	Deputy Director (Distribution) - II						
17.	System Manager						
18.	Law officer						
19.	Deputy Director (Media)						
20.	Deputy Secretary (Personnel)						
21.	Assistant Director (Accounts)						Chairperson
22.	Senior Private Secretary						
23.	Private Secretary						
24.	Section Officer (Accounts)						
25.	Personal Assistant						

Sr. No.	Designation of post	Appointing Authority	Nature of Penalty	Authority empowered to impose penalty	Appellate Authority
1	2	3	4	5	6
26.	Assistant / Care Taker / Cashier / Assistant Librarian				
27.	Senior Scale Stenographer				
28.	Junior Scale Stenographer				
29.	Assistant Librarian				
30.	Driver				
31.	Clerk				
32.	Peon	Secretary		Secretary	Chairperson
33.	Process Server				

APPENDIX 'D'

Sr. No.	Designation of post	Nature of Order	Authority empowered to make order	Appellate Authority
1	2	4	5	6
1.	Secretary	(i) Reducing or withholding the amount of ordinary / additional pension admissible under the rules governing pension;	Commission / Government	
			Commission	
2.	Director (Tariff)	(ii) Terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	Commission	
3.	Director (Technical)			
4.	Joint Director (Accounts)			
5.	Joint Director (Economics)			
6.	Joint Director (Finance)			
7.	Joint Director (Transmission)			
8.	Joint Director (Distribution) - I			
9.	Joint Director (Distribution) - II			
10.	Joint Director (Law)			
11.	Deputy Director (Finance)			
12.	Deputy Director (Economics)			
13.	Deputy Director (Accounts)			
14.	Deputy Director (Transmission)			
15.	Deputy Director (Distribution) - I			
16.	Deputy Director (Distribution) - II			
17.	System Manager			
18.	Law officer			
19.	Deputy Director (Media)			
20.	Deputy Secretary (Personnel)			
21.	Assistant Director (Accounts)		Chairperson	Commission
22.	Senior Private Secretary			
23.	Private Secretary			
24.	Section Officer (Accounts)			
25.	Personal Assistant			
26.	Assistant / Care Taker / Cashier / Assistant Librarian			

Sr. No.	Designation of post	Nature of Order	Authority empowered to make order	Appellate Authority
1	2	4	5	6
27.	Senior Scale Stenographer			
28.	Junior Scale Stenographer			
29.	Assistant Librarian			
30.	Driver			
31.	Clerk			
32.	Peon		Secretary	Chairperson
33.	Process Server			

By Order of the Commission

(Sd.)...,
Secretary,
Haryana Electricity Regulatory Commission.

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