

**POWER GRID CORPORATION OF INDIA LTD.**

**पावर ग्रिड कॉर्पोरेशन ऑफ इन्डिया लिमिटेड**

**CORPORATE HR DEPARTMENT**

**(केन्द्रीय मानव संसाधन विभाग)**

**Notification No.: Estt 01/2023**

**Ref: CC/HR/Esttb./IO/2023**

**Date:14/07/2023**

Applications are invited for empanelment of Inquiry Officers (IO) from retired officers of Central Govt./ State Govt./ PSUs to conduct Departmental Inquiries in Power Grid Corporation of India Ltd.

**SUBMISSION OF APPLICATION**

Interested applicants are requested to apply through the On-line registration system only available on official website i.e. [www.powergrid.in](http://www.powergrid.in)

**TERMS AND CONDITIONS OF EMPANELMENT OF INQUIRY OFFICERS**

**1. Tenure:**

The Panel created for the above purpose will be valid for a period of THREE YEARS.

**2. Eligibility:**

- The officer should have superannuated from E-8 level (Rs. 1,20,000 – 2,80,000/- as per DPEs 2017 pay-scales) or equivalent pre-revised scale & above in PSUs or Deputy Secretary or above in Central Govt. or equivalent rank in the State Govt.
- He/ she should not have been penalized in a disciplinary proceeding case (No penalty in disciplinary proceedings or No prosecution in criminal case).

**3. Other Terms and Conditions:**

- He/ she shall be entrusted with the cases for conducting the Inquiry by any Disciplinary Authority as per the rules.
- A review of performance of every empanelled IO will be done by CMD, POWERGRID in consultation with CVO, POWERGRID as and when required.

- The rates of Honorarium and other allowances payable to the IO shall be as under:

Items	Category		Rate per case (in rupees)	
<b>Honorarium</b>			For retired Govt. Servants	For retired PSU executives
	I	where number of witnesses cited in the charge sheet is more than 10	An amount equal to 90% of the monthly basic pension drawn.	An amount equal to 45% of the last drawn Basic Pay.
	II	where number of witnesses cited in the charge sheet are between 6-10	An amount equal to 70% of the monthly basic pension drawn.	An amount equal to 35% of the last drawn Basic Pay.
	III	where number of witnesses cited in the charge sheet is less than 6	An amount equal to 60% of the monthly basic pension drawn.	An amount equal to 30% of the last drawn Basic Pay.
<b>Transport Allowance</b>		<p>Rs. 40,000/- per case. Subject to the condition that for outstation journey, the actual expenses for air travel/ railways journey will be reimbursed in addition as per their entitled class at the time of retirement (subject to approval of Competent Authority)</p> <p>Daily allowance (for outstation journey): Same as the officer was entitled to immediately prior to retirement.</p>		
<b>Secretarial Assistance Allowance</b>	I	where the number of witnesses cited in the charge sheet is more than 10	Rs. 40,000/-	
	II	where the number of witnesses cited in the charge sheet are between 6-10	Rs. 30,000/-	
	III	where the number of witnesses cited in the charge sheet is less than 6	Rs. 20,000/-	
	Secretarial Assistance shall normally not be provided by POWERGRID. However, in the event of this being provided, secretarial assistance allowance shall not be payable.			

In case of common disciplinary proceedings, an additional amount of honorarium of Rs. 5000 will be payable to the IO for every additional Charged Officer (CO).

- The designated IO shall be required to give an undertaking as follows:
  - That he/ she is not a witness or a complainant in the matter to be inquired into or a close relative or a known friend of the delinquent Government officer. A certificate to this effect shall be obtained from the IO with respect to every inquiry and placed on record;
  - That he/ she shall maintain strict secrecy in relation to the documents he/ she receives or information/ data collected by him/her in connection with the Inquiry and utilise the same only for the purpose of Inquiry in the case entrusted to him/her.

- The IO shall conduct the inquiry proceedings at a location considering the availability of records, station/place where the misconduct occurred as well as the convenience of the witnesses/ Presenting Officer (PO) etc. Video Conferencing should be utilized to the maximum extent possible to minimize travel undertaken by the IO/PO/CO. The Company will facilitate necessary arrangements for video conferencing.
- The IO shall submit the Inquiry Report after completing the inquiry within 180 days from the date of his/ her appointment as the IO. Extension of time beyond 180 days can be granted only by the Disciplinary Authority.
- The Inquiry Officer shall not engage himself/ herself in any other professional work or service, which is likely to conflict with the performance of his/ her duties as Inquiry Officer.
- IO shall conduct inquiry at the place mutually agreed with the Presenting Officer (PO). In case of disagreement regarding the place of Inquiry, the decision of the DA in consultation with CVO shall be final and binding.

**4. Removal from Empanelment:**

Empanelment as IO shall be terminated at any time by the empaneling authority, viz. CMD, POWERGRID in consultation with the CVO for performance-related or sundry other reasons, after serving a show-cause notice to the empaneled IO, to be replied within 30 days from the date of issuance of such notice. Such show-cause notice shall preferably be issued by Speed post and e-mail.

**5. Miscellaneous:**

- POWERGRID reserves the right to reject any or all applications from the Retired Officers without assigning any reason(s) thereto. POWERGRID reserves the right to change/ modify/ cancel the terms and conditions of the empanelment without assigning any reason or notice thereof.
- Further, during the tenure of empanelment as Inquiry Officer in POWERGRID, if it is found that false documents/declaration have been furnished while seeking empanelment, the empanelment as IO will be immediately cancelled, without assigning any reason(s) thereof.

**Important Dates**

Date of Commencement of On-line submission of Application	: <b>14.07.2023</b>
Date of Closing of On-line submission of Application	: <b>28.07.2023</b>

No application shall be entertained under any circumstances after the stipulated date. Incomplete applications and applications not submitted as per the prescribed format are liable to be REJECTED.

Application will need to be submitted through on-line system only. No hard copy is required to be sent unless asked for by POWERGRID. Any other mode of submission of application is unacceptable.

**UNDERTAKING**

I, \_\_\_\_\_, am willing to be empanelled as the Inquiry Officer. I further reaffirm that I have not been penalized in a Disciplinary Proceeding case (No penalty has been imposed in Disciplinary Proceeding or I have not been prosecuted in criminal case). The information and document provided by me are correct and authentic to the best of my knowledge. I, hereby undertake that in case of anything adverse is found in contradiction to the above declaration my application for empanelment may be cancelled without giving any further opportunity.

Signature of the applicant \_\_\_\_\_

Name \_\_\_\_\_

Designation at the time of retirement \_\_\_\_\_

Permanent Address \_\_\_\_\_

\_\_\_\_\_

Emp. No. (only for Retired POWERGRID employees) \_\_\_\_\_

Date:

Place: