



കേരളം സംസ്ഥാന വൈദ്യുത ബോർഡ്

KSEBL

കേരളവൈദ്യുതസംസ്ഥാനം

KERALA STATE ELECTRICITY BOARD LIMITED

(Incorporated under the Companies Act, 1956)

Registered Office: Vydyuthi Bhavanam, Pattom

Thiruvananthapuram - 695 004

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No.PS 1 (A)/KSEBL/Referendum - 2022

Dated: 11/04/2022.

C I R C U L A R

Sub: - Referendum (2022) of Kerala State Electricity Board Limited (KSEBL), scheduled to be held on 28.04.2022 – Updation of the details of Employees belonging to the ‘Categories of Workmen’ among the total work force of KSEBL, on or before 12-04-2022, 12.00 noon and withholding the transfer & postings of Workmen, till completion of the Referendum – reg.

- Ref: - (1) Notification No. LCO/2225/ 2022/IR (5), dated: 04-04-2022, issued by the Returning Officer & Additional Labour Commissioner (I.R.), Thiruvananthapuram; by which the Referendum of Kerala State Electricity Board Limited (KSEBL) has been declared.
- (2) Note No. PS1 (A)/Referendum/General/Part III, dated: 08/04/2022 of the Chief Personnel Officer, submitted to the Chairman & Managing Director of KSEBL.
- (3) Note No. PS1 (A)/Referendum/General/Part V/Materials, dated: 10/04/2022 of the Chief Personnel Officer, submitted to the Chairman & Managing Director of KSEBL.

As per the Notification under reference (1), issued by Sri. K. Srilal, the Returning Officer & Additional Labour Commissioner (I.R.), Thiruvananthapuram; the Referendum (2022) of KSEBL, will be conducted on 28th April 2022, for deciding upon the eligibility of the Trade Unions functioning in KSEBL, who have approached the Registrar of Trade Unions, Kerala, for recognition.

The ‘Draft Voters List’ incorporated with the details of all Employees belonging to the ‘Categories of Workmen’ among the total work force of KSEBL, has already been prepared and submitted to the Returning Officer and to the Office bearers of the Trade Unions (functioning in KSEBL, which were found eligible for participating in the Referendum), for verification, in line with the ‘Schedule of the processes of Election to be followed by KSEBL, in connection with the conduct of Referendum (2022) of KSEBL’. The objections raised on the basis of the ‘Draft Voters List’, has to be heard by the Chief Personnel Officer, on 11th April 2022, as insisted vide the aforesaid Schedule, without causing any delay from the part of KSEBL. Moreover, the ‘Final Voters List’ has to be published for the conduct of Referendum (2022) of KSEBL, within a few working days. Therefore, the incumbency details in respect of all the Employees belonging to the ‘Categories of Workmen’ among the total work force of KSEBL, shall be updated well before 12th April 2022, 12.00 Noon.

Based on the Notes referred 2nd & 3rd above, the Chairman & Managing Director of KSEBL has granted necessary permission to modify the Voters List (Draft), already generated in connection with the conduct of Referendum (2022) of KSEBL, by updating the HRIS Portal, for incorporating/ revising the official details in respect of the Employees belonging to the 'Categories of Workmen', whose incumbency details has not yet revised, in connection with the Referendum (2022) of KSEBL.

In accordance with the above, all ARU Heads are directed to ensure the following, urgently.

- (1) The incumbency details in respect of all Employees belonging to the 'Categories of Workmen' under each ARUs are updated in the HRIS portal, within the 'time limit as specified above' and Photo ID Cards are issued to all workmen (only those who are not in possession of the Photo ID Cards/ the Details imprinted on the Photo ID Cards, which needs necessary modification, for enabling them to caste their votes), without fail.
- (2) In adherence to the '**Code of Conduct**' came into force, as part of the 'Notification of Referendum', issued by the Returning Officer & Additional Labour Commissioner (I.R.), Thiruvananthapuram; the '**Transfer & Postings / Relieving as well as issuance of the Orders of Promotion**' relating to all the **employees belonging to the Categories of 'Workmen' among the total work force of KSEBL, shall be kept in abeyance up to the date of completion of all processes relating to the Referendum (2022) of KSEBL**, which is scheduled for conducting on 28th April 2022.
- (3) All Controlling Officers shall make sure that all employees, belonging to the Categories of Workmen, who had relieved on or before 04.04.2022, shall duly informed of the fact that their names will not be included in the Voters List to be prepared in connection with the Referendum (2022) of KSEBL, unless otherwise, they have reported for duty before 12.00 Noon, 12th April 2022; even though, ample joining time is left with themselves; due to the existence of '**Code of Conduct**' with effect from 04.04.2022, in connection with the issuance of 'Notification for the Referendum' of KSEBL.
- (4) All Controlling Officers are further directed to ensure that the incumbency details of all employees **belonging to the Categories of 'Workmen'** are updated in the HRIS on or before 12.04.2022, 12.00 Noon, without any fail, so that a foolproof 'Final voters List' of **all employees belonging to the Categories of 'Workmen' among the total work force of KSEBL** can be generated on 12.04.2022, 5.00 p. m, for the conduct of Referendum (2022) of KSEBL, which is scheduled to be held on 28th April 2022.

All ARU Heads shall take notice that the Referendum (2022) of KSEBL will be held, only on basis of the 'List of Workmen prepared through HRIS' and that a workmen left out of the list cannot exercise his voting rights in referendum. Therefore all ARU Heads shall ensure that all relevant details in respect of all employees belonging to the categories of Workmen, working under that office are

recorded and updated in HRIS, as mentioned above, within the time limit as specified. The updation of data in HRIS as specified above shall be completed in all respects, without causing any delay/fail.

All ARUS Heads are hereby directed to monitor the aforesaid processes personally, so as to ensure that the incumbency details of each and every employees belonging to the categories of Workmen attached to that office are correct and up to date. All Chief Engineers & Deputy Chief Engineers are requested to ensure that the incumbency details in respect of all employees belonging to the categories of Workmen attached to all the ARUs under their control, are updated in the HRIS properly, by the Officials concerned and monitored the same by the Heads of ARUs, within the time limit as specified above, for the conduct of Referendum (2022) of KSEBL, without causing any delay.

Sd/-
SECRETARY
(Administration)

Copy to:

All Chief Engineers / Deputy Chief Engineers / Executive Engineers.
The Financial Adviser / The Chief Internal Auditor / The Company Secretary (i/c).
The Legal Adviser & Disciplinary Enquiry Officer / The Chief Vigilance Officer.
The Chief Personnel Officer / The Chief Public Relations Officer.
TA to Chairman & Managing Director of KSEBL & the Director (HRM).
PA to Director (Finance) / TA to Director (Planning, Safety & SCM).
TA to Director (Distribution & Information Technology).
TA to Director (Transmission & System Operation).
TA to Director [Generation (Electrical)] / TA to Director (REES, Soura, Sports & Welfare).
TA to Director [Generation (Civil)] / The Deputy Secretary (Administration).
Sr.CA to Secretary (Administration) / The Fair Copy Superintendent.
Record Section / Library / Stock File.

Approved for issue:


Senior Superintendent