



MAHARASHTRA STATE WAREHOUSING  
CORPORATION

MAHARASHTRA STATE  
WAREHOUSING CORPORATION (STAFF)  
SERVICE REGULATIONS



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## MAHARASHTRA STATE WAREHOUSING CORPORATION (STAFF) SERVICE REGULATIONS

*Preamble.*—In exercise of powers conferred under section 42 of the Warehousing Corporation Act, 1962 (58 of 1962), the Maharashtra State Warehousing Corporation, with the previous sanction of the Government of Maharashtra, hereby makes the following regulations, namely :

### CHAPTER I

#### PRELIMINARY

1. *Short Title.*—These regulations may be called the Maharashtra State Warehousing Corporation (Staff) Service Regulations.
2. *Commencement.*—These regulations shall come into force from the date of its sanction by the Government of Maharashtra, by notification in the *Official Gazette*.
3. *Application.*—These regulations shall apply to all classes or categories of employees of the Corporation including all persons employed by the Corporation on contract or on deputation in respect of all matters not regulated by the contract or by the terms of deputation, as the case may be.
4. *Definitions.*—In these regulations, unless there is anything repugnant to the subject or context :—
  - (a) "Age" means length of life commencing from the date of birth as per English calendar.
  - (b) "Appendix" means an appendix to these regulations.
  - (c) "Board" or "Board of Directors" means the Board of Directors of the Corporation and in relation to any powers exercisable by it, includes the Executive Committee.
  - (d) "Chairman" means the Chairman of the Board of Directors of the Corporation.
  - (e) "Compensatory Local Allowance" means an allowance granted to meet expenditure necessitated by the special circumstances in which duty is performed.
  - (f) "Corporation" means the Maharashtra State Warehousing Corporation established under the Warehousing Corporations Act, 1962 (58 of 1962).
  - (g) "Daily Wage" means daily wages as may be fixed by the Corporation from time to time.
  - (h) "Day" means a day of 24 hours beginning and ending at midnight.

(i) "Departmental Enquiry" is an enquiry ordered under these Regulations to enquire into the conduct of an employee with a view to determining whether the charges framed against him are proved and,

where so required, the nature and quantum of punishment in respect of charges found proved.

(j) "Disciplinary authority" in relation to imposition of penalty on an employee means the authority competent under these regulations to impose on him that penalty.

(k) "Duty" means service which counts for pay and regular leave with pay and allowances and includes service as probationer, on his first appointment in the Corporation provided such service shall not be regarded as duty for leave unless it be followed by confirmation but excludes any period of suspension unless the period of suspension is treated duty by a specific order.

(l) "Employee" means a person who is in the whole time service of the Corporation and any person employed hereinafter by the Corporation but does not include a person employed by the Corporation on daily wages or on casual basis.

(m) "Enquiry Officer" is an officer appointed under these Regulations to hold a departmental enquiry against an employee.

(n) "Executive Committee" means the Executive Committee of the Corporation as defined under section 25 of the Warehousing Corporations Act, 1962.

(o) "Family" means,—

(i) In case of male employee, his wife and children whether married or unmarried but actually dependent on him and the dependent widow and children of deceased son of the employee.

(ii) In case of female employee, her husband and actually dependent children, of the employee, and the dependent widow and children of the deceased son of the female employee.

(p) "Managing Director" means the Managing Director of the Corporation appointed by the Government under sub-section 1(c) of Section 20 of the Warehousing Corporations Act, 1962 or any other officer authorised to officiate in that post during temporary absence of the Managing Director.

(q) "Pay" means the amount drawn by the employee as,—

(i) the pay which has been sanctioned for a post held by him substantively or in an officiating capacity or which he is entitled by reason of his position in the cadre;

(ii) special pay and personal pay, if, they are so classified as pay by the Board, and

(iii) any other emoluments which may be so classified as pay, by the Board.

(r) "Personal Pay" means additional pay not attached to a post but granted to the holder of the post on personal consideration, or to save him from loss of pay (basic) due to revision of pay or to any reduction of such pay otherwise than a disciplinary measure.

(s) "Secretary" means the Secretary of the Corporation and includes an officer authorised by the Managing Director to officiate in that post during temporary absence of the Secretary.

(t) "Special Pay" means an addition in the nature of pay to the emoluments of a post or of an employee granted in consideration of,—

(i) the specially arduous nature of duties, or

(ii) a specific addition to the work or responsibility.

(u) "State Government" means the Government of Maharashtra.

(v) "Warehouse" shall mean a godown or a place where the Corporation arranges storage of goods.

5. *Classification of Posts.*—(1) The employees of this Corporation shall be Classified as under :—

(i) Class I Officers, the minimum of whose scale of pay is Rs. 680 or more.

(ii) Class II Officers, the minimum of whose scale of pay is Rs. 600 or more but below Rs. 680 except the Stenographers in any grade.

(iii) Class III employees, the minimum of whose scale of pay is Rs. 260 or more but below Rs. 600 and the Stenographers in any grade.

(iv) Class IV and other employee, the minimum of whose scale of pay is less than Rs. 260.

(2) In case of revision of pay scales of the employees, the corresponding minimum of the revised scale of pay shall be treated as the minimum of the scale of pay for the purpose of classification of posts as mentioned in sub-regulation (1).

6. *Categories of Employees.*—For the purpose of these Regulations there shall be two categories of employees as under :—

(i) *Permanent employees.*—Permanent employees are those employees who have been appointed, either by direct recruitment or by promotion, to a permanent post and have completed the prescribed period of probation and subsequent extensions in probation period, if any and whose appointments are confirmed in writing by the appointing authority.

(ii) *Temporary employees.*—Temporary employees are those employees, who are not permanent employees.

7. *Strength of Staff.*—The Board shall fix, from time to time, the number of permanent and temporary posts in all classes and may, from time to time, create new posts for carrying-out functions of the Corporation :

Provided that the Managing Director may, create any temporary post in Class III or Class IV for a period not exceeding one year. In such cases he shall report the matter to the Board for approval at its next meeting immediately, after such creation of post.

