

A P P E N D I X

APPENDIX - I

(See Note to Regulation 10(d))

CLASSIFICATION OF BOARD EMPLOYEES

The employees of the Board are classified under four groups as under, based on pay.

- Group-A : Minimum pay of Rs.2,710/- and above in the time scale.
- Group-B : Minimum pay of Rs.2,435/- and above but below Rs.2,710/- in the time scale.
- Group-C : Minimum pay of Rs.1,300/- and above but below Rs.2,435/- in the time scale.
- Group-D : Minimum pay below Rs.1,300/- in the time scale.

Notwithstanding the above, it will be open to the Board to fix the classification of an employee or any group of them in any of the above said groups for valid reasons.

APPENDIX - II

KARNATAKA ELECTRICITY BOARD EMPLOYEES

MEDICAL ATTENDANCE REGULATIONS

-Printed Separately-

APPENDIX - III

Karnataka Electricity Board Examinations

1. The Karnataka Electricity Board has constituted a Departmental Examination Board consisting of the following officers (ex.officio) to conduct departmental examinations/test to its eligible employees as prescribed by the Board from time to time and also to deal with the matters relating to examinations.

Departmental Examination Board.

- | | | |
|-------|--|-------------------|
| (i) | Chief Engineer, Electricity (General) | President |
| (ii) | Financial Adviser & Chief Accounts Officer | Member |
| (iii) | Secretary | Member |
| (iv) | One Zonal Chief Engineer (by rotation for one year) in alphabetical order of the Zone. | Member |
| (v) | Deputy Chief Engineer (Electricity) | Member Secretary. |

2. Functions & Responsibilities of Examination Board

2.1 Conducting of Examination/test.

There shall be examinations separately for Executive and Ministerial employees. However, the Kannada language test shall be common to all the employees. All the examinations/test shall be held twice a year. The dates of respective examinations/test will be fixed by the president of the departmental examination board.

2.2 Meetings of the Departmental Examination Board.

The meetings of the departmental examination board will be held as and when necessary with the approval of the president of examination board.

Officers attending the meetings of examination board will be entitled to travelling allowance as on tour.

2.3 Imposing of penalties-Powers of Departmental Examination Board.

The departmental examination board shall impose penalties as follows on the employees in case of mal-practices:-

An employee who is found guilty by the Examination board of impersonation or of fabricated documents which have been tampered with or of making statements which are incorrect or false or suppressing any material information or of using or attending to use unfair means in the examination hall or otherwise resorting to any other irregular and improper means in connection with any service examination may in addition to rendering himself/herself liable to a criminal prosecution,

be debarred either permanently or for a specific period by the examination board from admission to any examination,

and

be subjected to disciplinary proceedings.

2.4 No marks shall be added over and above those assigned by the examiners.

2.5 The departmental examination board shall appoint examiners, valuers & reviewers in connection with examination/test.

3. Details of Examinations/Test

The following examinations/test are prescribed to Executive/ Ministerial employees belonging to different cadres for purposes of qualifying themselves for declaration of successful completion of probationary period and/or for promotion as per Recruitment and Promotion Regulations.

Sl. No.	Name of the Examination	Employee eligible to appear
(i)	Assistants Grade	
	a) Part A	Jr.Assistants/Typists/Assistants Junior Personal Assistants.
	b) Part B	Such of the employees belonging to above cadres.
		Note:- However, eligible employees can simultaneously appear for Assistant Grade Part 'A' and Part 'B' Examinations and Passing of Assistants Grade Examination Part 'B' is not obligatory for promotion and for other purposes for Jr.Assistants and Typists and two free attempts are not allowed to such employees.
(ii)	a) S.A.S.Part I	Assistants who have put in three years of service in the cadre/Sr.Personal Assistants/ Senior Assistants and Junior Assistants(who have passed ICWAI Final examination) and have passed Part 'A' and 'B' of Assistants Grade Examination in addition to passing Kannada Language Test or obtained exemption from passing the above test.
	b) S.A.S. Part II	Employees who have passed SAS Part I Examination and completed "on Job Training".

Note:- Such of the persons who are appointed as Probationary Assistant Accounts Officers are permitted to appear for SAS Part I & II Examinations simultaneously in addition to Departmental Kannada Language Test or obtained exemption from passing the Kannada Language Test examination as stipulated under regulation 6.9.

- (iii) Executive Lower Operators/MR/OS/ASK/Sr.Draughtsman/
Draughtsman.
- (iv) Executive Higher Junior Engineer/Assistant Engineer/SK Gr.II
& SK Gr.I
- (v) Kannada Language Test Such of the employees for whom passing of
the test is mandatory for successful
completion of Probationary period or for
promotion to next higher post, as per R & P
Regulations.

4. Fees

The fee prescribed for the above examinations/test **after first two FREE** attempts are as follows:

Name of the Examination / test	Prescribed fee
(a) Assistants Grade Examinations Part A and B together	Rs.10/-(Ten) only Rs.5/-(Five) per part if taken in parts
(b) SAS Part-I	Rs.15/-(Fifteen) only
(c) SAS Part II	Rs.15/-(Fifteen) only
(d) Executive Higher	Rs.10/-(Ten) only
(e) Executive Lower	Rs.10/-(Ten) only
(f) Kannada Language Test	Rs.8/- (Eight) only.

Note:- Part A & B of Assistants Grade Examination and also
SAS Part I & II are treated as separate examinations for
this purpose.

5. Option to answer question papers in Kannada/English:

Employees are permitted to answer question papers of the examinations either in Kannada or English. However answering partly in Kannada & partly in English will render the answers to be valued in any one of the language at the discretion of the valuer.

6. Syllabus for examinations / test

6.1 Assistants Grade Examination - Part A

Three papers of 3 hours duration each, carrying maximum of 100 marks per paper.

(Reference Books, Guides, Notes etc., are not allowed)

- Paper-1. General English, (to test grammatical knowledge) simple drafting of letters to departmental offices and outside agencies, and office procedure.
- Paper-2. KEB Accounts Manual Volume I and II, KEB Electricity Supply Regulations and Current tariffs.
- Paper-3. KEB Employees Service Regulations

6.2 Assistants Grade Examination - Part B

Two papers of 3 hours duration each, carrying maximum of 100 marks per paper.

(Reference Books, Guides, Notes etc., are not allowed).

- Paper-1. (In two parts carrying maximum of 50 marks each)
- Part A - KEB Accounts Manual Vol.III (Commercial Accounting System & Procedures)
- Part B- KEB Accounts Manual Vol.IV (Internal Audit), Manual of Financial Powers, Karnataka State Electricity(Supply) Rules 1957, Electricity(Supply) Act, 1948.
- Paper - 2. Elementary Book keeping - to cover definitions, Principles of double entry, objects and advantages of cash book, Petty cash book, Purchase and Sales book, Purchase return and Sales return books, Bills receivable and payable, Journal/Ledger, Banking Transactions, Bank reconciliation, Errors and the Rectification, Trial balance, Trading, Manufacturing, Profit and Loss Account, Valuation of Stock in-trade, Final adjustments, Provisions, Reserves and other

funds, Depreciation, Balance Sheet, Capital and Revenue Expenditure, Receipts and Payments and Income & Expenditure Accounts.

Note:- The examination mentioned above is intended to test the general working knowledge the employee has acquired for handling routine work.

6.3 S.A.S. Examination Part-I

Six papers of 3 hours duration each carrying maximum of 100 marks per paper.

(Reference Books, Guides, Notes etc., are not allowed)

- Paper-1. English/Kannada Precis writing and Drafting.
- Paper-2. KEB Accounts Manual Volume I, KEB Electricity Supply Regulations and Current Tariffs.
- Paper-3. KEB Accounts Manual Volume II, Indian Electricity Act, 1910, Karnataka State Electricity(Supply) Rules 1957, Electricity (Supply) Act, 1948.
- Paper-4. KEB Accounts Manual Volume III Maximum of 50 marks.
Commercial Accounting Systems.
- KEB Accounts Manual Volume IV Maximum of 50 marks.
 (Internal Audit), Manual of Financial Powers.
- Paper-5. KEB Employees Service Regulations.
- Paper-6. Advanced Accounts (Theory & Practical)
1. Fundamental of Double Entry.
 2. Trading, Manufacturing & Profit and Loss Accounts and Balance Sheet.
 3. Capital and Revenue, Income & Expenditure and Receipts and Payments Accounts.
 4. Bills of Exchange, Promisory Notes and Cheques.

5. Self Balancing System.
6. Consignment and Joint Ventures.
7. Partnership Accounts.
8. Partnership Dissolution Accounts.
9. Single Entry System.
10. Accounts of Joint Stock Companies.
11. Amalgamation, Absorption and Reconstruction Accounts.
12. Depreciation and Reserves.
13. Double Entry System (Accounts of Electric Lighting Companies under the Indian Electricity Act, 1910)
14. Departmental and Branch Accounts.
15. Bankruptcy Accounts
16. Tabular & Columnar Book Keeping.
17. Bank Accounts.
18. Sale or Return, Hire Purchase and Royalty Account.
19. Goodwill in Accounts.
20. Cost Accounts and Factory organisation.
21. Contract Accounts, Investment Accounts, Fire Claim Accounts, Lease Leaf Ledgers and Card System, Suspense Accounts.

6.4 S.A.S.Examination Part - II

Five papers of 3 hours duration each, carrying maximum of 100 marks per paper.

(Practical with books but not guides, notes etc., for papers 1 to 4 and without books for paper 5.)

- Paper-1. KEB Employees Service Regulations.
- Paper-2. KEB Accounts Manual Volume-I, KEB Electricity Supply Regulations and Current Tariffs.
- Paper-3. KEB Accounts Manual Volume II, Indian Electricity Act, 1910 Karnataka State Electricity (Supply) Rules, 1957, Electricity (Supply) Act, 1948.
- Paper-4. KEB Accounts Manual Volume III
(Commercial Accounting Systems) Maximum of 50 marks
KEB Accounts Manual Volume IV.
(Internal Audit), Manual of Financial powers. Maximum of 50 marks.
- Paper-5. Industrial Laws, Factories Act, Workmen's Compensation Act, Industrial Disputes Act, Payment of Wages Act, Gratuity Act and Regulations, Employees Family Pension Scheme, Bonus Act, KEB Employees (Classification, Disciplinary, Control and Appeal) Regulations 1987, and KEB Employees Services (conduct) Regulations, 1988.

Exemptions:- (Applicable to Regulation 6.2 & 6.3)

- (i) Employees who have passed B.Com., examination Part I with Double Entry Book keeping as one of the subjects are exempted from answering paper-2 i.e., Elementary Book Keeping in Part B of Assistants Grade Examination. Employees who have passed B.Com., degree examination with Advanced Accounts as one of the optional subjects, for their final degree examination are exempted from answering paper-2 i.e., Elementary Book Keeping in Part B of Assistants Grade Examination and Paper-6 i.e., Advanced Accounts in SAS Part-I Examination. So also an employee who is a chartered Accountant or who passed final examination of the Institute of Cost and Work Accounts of India.

- (ii) Junior Assistants/Assistants/Junior Personal Assistants/Typists who have passed PUC examination with Commerce as optionals are exempted from appearing Paper-2 of Part 'B' of Assistants Grade Examination i.e., Elementary Book Keeping.
- (iii) Employees who have passed Junior Grade Examination in Book Keeping conducted by the Government of Karnataka are exempted from answering paper on Elementary Book Keeping in Assistants Grade Examination. Employees who have passed Senior Gr.Examination in Advanced Accounting and Auditing conducted by the Government of Karnataka are exempted from answering paper-6 i.e., Advanced Accounts in the Part I of SAS Examination.

6.5 Executive Lower

Two papers of 3 hours duration each carrying maximum of 100 marks per paper.

(Reference Books, Guides, Notes etc., are not allowed)

Paper-1 (in two parts)

Part 'A' : Office procedure, Precis Writing and Drafting in English/Kannada.

Part 'B' : Operation and Maintenance Manual and Safety Manual & Stores Manual for handling and Maintenance of stores.

Paper -2 (in two parts)

- Part 'A':
- 1) KEB Accounts Manuals (with amendments)
 - a) Volume-I - chapters on Revenue, Cash and Billing.
 - b) Volume-II - chapters on Stores, Works, Estimates, Transport Vehicles, Stock manufacturing accounts,

Repairs of meters and transformers and their accounting, Time Keeping and Completion reports.

- 2) Manual of Financial powers.
- Part 'B':
- 1) Indian Electricity Rules 1956.
 - 2) KEB Electricity Supply Regulations.
 - 3) KEB Employees Service Regulations;
 - a) Chapter II Definitions
 - b) Chapter III General Conditions of Service.
 - c) Chapter IV Pay and allowances
 - d) Chapter VIII Leave
 - e) Chapter XVI Travelling Allowance

6.6 Executive Higher

Three papers of 3 hours duration each carrying maximum of 100 marks per paper.

(Reference Books, Guides, Notes etc., are not allowed)

Paper-1 (in two parts)

Part'A': Office procedure, Precis Writing & Drafting in English/
Kannada.

Part'B': **For Electrical Engineers**

Operation and Maintenance Manual and Safety Manual.

For Civil Engineers.

- (i) Land acquisition, survey, mapping, classification of soil (SBC) and other connected topics.
- (ii) Designing of foundation of transmission line towers (stub concreting) transformers, buildings, in all type of soil, designing of leak proof roofs for building to suit climate conditions on different parts of the State.

- (iii) Designing of roads, culverts, bridges, cause ways, layouts, water supply and sanitation for colonies, buildings, stations, water conducting systems for Generating stations etc.
- (iv) Preparation of estimates for various kinds of civil engineering works, tenders, specifications, powers of sanction etc.,
- (v) Inspection, supervision and quality control.

Paper-2 (in two parts)

Part 'A': For Electrical Engineers

KEB Accounts Manuals Vol.I and Vol.II.
Electricity Supply Regulations & Current Tariffs.

For Civil Engineers.

- (i) KEB Accounts Manuals Vol.I and Vol.II
- (ii) Execution of Works, supervision, measurement of works, checking and preparation of bills.
- (iii) Maintenance of buildings, colony guest houses, power houses, sanitary and water supply systems, water conducting systems. roads etc.,
- (iv) Valuation of buildings, fixation of fair rent, classification of buildings calculation of depreciation etc.
- (v) Duties and responsibilities of civil engineers of the Board in carrying out various types of works.

- Part 'B':**
- i) Karnataka Financial Code: Chapters II, III, IV, V and XXI.
 - ii) General items of works/procedures/nomenclatures etc. (related to Board's working which all officers and employees are expected to know for discharging their work.)

Part'A': For Electrical Engineers

Indian Electricity Act, 1910
Indian Electricity (Supply) Act, 1948
Indian Electricity Rules, 1956
Industrial Disputes Act, 1947
Factories Act, 1948
Workmen's Compensation Act, 1923
KEB CDC & A Regulations 1987
KEB Employees Services (Conduct) Regulations 1988.

For Civil Engineers

Electricity (Supply) Act, 1948;
Industrial Disputes Act, 1947;
Factories Act, 1948;
Workmen's Compensation Act, 1923;
KEB C.D.C. & A Regulations 1987;
KEB Employees Services (Conduct) Regulations 1988 and PWD Codes.

Part'B': KEB Employees Service Regulations, -
Chapters on Definitions,
General conditions of Service,
Pay and Allowances, Leave, Joining time,
& Travelling allowance.

6.7 Portion to be studied by the Employees appearing for Ministerial and Executive Examinations;

A) Karnataka Financial Code

Chapter	Paragraphs
II. General Principles and Rules	3 to 16 & 18 to 24 A & B inclusive.
III. Revenue Receipts and their check.	32 to 44.
IV. Responsibilities for moneys withdrawn	45 to 79.

V. Pay and Allowances General Rules	80 to 86 & 89 to 94 A inclusive
VI. Bills of Gazetted Govt.Servants	100
VII. Establishment	105 to 114 A, 125, 127 to 138 inclusive
IX. Miscellaneous charges	146 A & B, 153, 154 & 155.
X. Stores	174
XI. Works	178
XII. Loans	185 to 205 inclusive
XIII. Advances	223, 231, 234, 237, 238 & 239.
XVIII. Powers of sanction	302 to 307 inclusive
XX. Maintenance of Cash & other Accounts in Government Office.	327 to 348 A inclusive.
XXI. Responsibilities for losses of Public Money or property.	349 to 395 inclusive
XXII. Miscellaneous subjects	401, 402 & 404.

B) Karnataka Treasury Code

Chapter 7: Pension Payments (All paragraphs).

C) Introduction to Govt. of India, Accounts & Audit by M.F.Gauntlet.

Chapters:	Paragraphs:
I	1 to 8 inclusive
II	9 to 28 inclusive
IV	44 and 45
XII	226 to 285 inclusive
XX	339 to 345 inclusive

Note:- The above portions of syllabi shall form a part of the Appendix to KEB Accounts Manual Vol.I & II.

6.8 Kannada Language Test

This test shall consist of two parts viz., written examination and viva-voce test as detailed below:-

- (a) For the written examination of three hours duration carrying of maximum of 100 marks the book titled "Sanna Kathegalu Serial 138" commencing with lesson "Satyakke Belekotta Geleyaru" written by different authors & published by Adult Education Council, Mysore. is prescribed as the text book. (Paper-I)

Note: Text books shall not be allowed to be taken by the employees into the examination hall.

- (b) Simple passages either from the text book or from other sources shall be set for translation from Kannada to English and vice-versa carrying maximum of 50 marks (Paper-II), of one hour duration.
- (c) The viva-voce test of maximum 50 marks is designed to find out whether the employees have acquired knowledge of the Kannada language necessary for general and Social interaction with the public of the State specially the rural people. It is not designed to find out whether the employees have become scholars in the language. What is expected of them is that they should be able to read and write simple Kannada; that they should be able to read and understand petitions presented by the public especially rural areas; that they should be able to converse easily and with fluency with the people particularly the rural folks and that they should be able to understand the needs of the common people expressed in the local language. In consideration of these objectives, there is no need to insist on the high degree of proficiency in the Kannada language or its literature.
- (d) The Examination Board may also arrange for an informal conversation between a rural consumer and the employee for a short duration of 10 minutes. During this conversation, the ability of the candidate to understand and put across ideas fluently in Kannada could be judged.

Exception : A Board employee who has passed the following examinations & eligible to seek exemptions by satisfying any one of the clauses noted hereunder, has to make an application in the proforma annexed for a certificate of exemption to the appropriate authority and the said authority on being satisfied that the applicant has passed the said examination issue a certificate of exemption and make necessary entries of exemption in the service book of the applicant. For the purpose of issue of certificate, the appropriate authority will be the Superintending Engineer, Electrical, of the O & M Circle in respect of all employees/officers working in the Board offices situated in their jurisdictional area.

(a) The Secondary School Leaving Certificate Examination or any examinations declared as equivalent thereto by the State Government or any examination higher than the S.S.L.C.Examination.

(i) in which the question papers on different subjects are answered in Kannada language,

or

(ii) in which Kannada is the main language, second language or an optional subject, but not one of the subjects in a composite paper,

Note:- An employee who has passed Kannada as an optional subject carrying of a maximum of 50 marks is not entitled for exemption.

or

Diploma Course/Certificate Course in Kannada conducted by an University established by law in India, or "Kava" "Jana" or "Rathna" examinations conducted by Kannada Sahitya Parishat.

(b) Kannada Language Proficiency Examination of the Mysore Local Examinations, conducted by Secretary, Secondary Education Board, Director of Public Instructions, Bangalore or Group IV of the

Examinations prescribed under the Hyderabad State Ummal-e-Adalath Examination rules with Kannada Examinations specified in Schedule III of K.C.S. (Service and Kannada Language Examination) Rule 1974 as equivalent to Kannada Language Examination, or who has won a prize in Kannada Essay competition conducted by any University established by Law shall on obtaining a certificate of exemption by the appropriate authority, in the prescribed proforma (annexed) be deemed to have passed the Departmental Kannada Language Test.

Provided that a Board employee who has passed on or before the Eighth day of July 1982, the examination specified in Para(a) in which Kannada is one of the subject in a composite paper, shall on obtaining a certificate of exemption by the appropriate authority is deemed to have passed the Kannada Language Test.

- (c) ಭಾರತೀಯ ಭಾಷೆಗಳ ಕೇಂದ್ರ, ಸಂಸ್ಥೆ, ಮೈಸೂರು ನಡೆಸುವ ಕನ್ನಡ ಪರೀಕ್ಷೆಯಲ್ಲಿ ತೇರ್ಗಡೆ ಹೊಂದಿರುವಂತಹ ನೌಕರರು.

7. Centres for Examinations/Test

The Member Secretary, Departmental Examinations Board will arrange to conduct S A S and Kannada Language Test at Bangalore. All other examinations shall be arranged to be conducted by the Superintending Engineer, Electrical, of the respective operation and maintenance circles. Employees who appear for any examinations (Except SAS and Kannada Language Test) will have their respective circle Head Quarter/Head quarters of operation and maintenance circle in which their office is situated as centre of examinations.

8. Valuation of answer scripts.

The valuation of answer scripts of all the examinations/test will be done at Bangalore during office hours on working days only under the supervision of President, Departmental Examination Board. However, valuers are eligible for travelling allowance as on tour in addition to valuation fee as detailed below:

- | | | |
|------|----------------------------|--|
| (i) | Duration-less than 2 hours | Rs.3/- per paper |
| (ii) | Duration-more than 2 hours | Rs.5/- per paper subject to a minimum of Rs.100/- (One hundred) only. |

9. Remuneration payable for discharging duty/duties assigned in departmental examinations.

9.1 Scrutiny of applications:

For accounting the receipts of applications, issuing hall tickets, and attending to correspondance relating to examinations/test, special Pay of Rs.25/- for one month for each session is payable to two Assistants in Chief Engineer, Electricity(General)'s Office.

9.2 Setting of question papers.

(i)	Single paper of one subject of		
	Less than	2 Hours	Rs.150.00
	More than	2 Hours	Rs.250.00
(ii)	Viva-voce		Rs.150.00
	in Kannada		Lumpsum
	Language Test.		

9.3 Manuscripts of answers

The examiner shall send manuscripts of model answers in triplicate to the Member Secretary of the Examination Board, so as to reach him within three days after the close of the examination. The answer script of the employees shall be valued with reference to model answers.

9.4 Proof reading.

The Accounts Officer (Examination) shall be paid Rs.10/- per each version of question paper for proof reading etc.

9.5 Invigilation

Only officers of the rank of Accounts Officers/Assistant Executive Engineer and above shall be appointed as invigilators. The Member Secretary, Examination Board and the SEE's of O&M Circles shall appoint the required number of invigilators and other supporting staff and also sanction the remuneration. The number of invigilators to be

appointed for number of employees appearing for the examinations/
test is as follows:

No.of Invigilators	No.of Employees
1	1 to 25
2	26 to 60
3	61 to 75
4	76 to 100
5	101 to 135
6	136 to 160
7	161 to 175
8	176 to 200

9.6 Officers and other employees who are appointed for invigilation works and allied works will be paid Honorarium as detailed below.

(i) Chief Invigilators/ Supervisor-in-chief	Rs.100 for 2 sessions Rs.60/- for 1 session
(ii) Invigilators	Rs.50/- for 2 sessions Rs.25/- for 1 session
(iii) Sr. Asst./Assistant/ Jr. Assistant	Rs.40/- for 2 sessions Rs.25/- for 1 session
(iv) Office Attendant/ Driver/Sanitary worker	Rs.20/- per day

Note:- Employees mentioned at sl.no.(iii) & (iv) are to be appointed to attend to miscellaneous works for smooth and efficient conducting of examinations.

10. Prescribed Marks for Pass / Exemption.

The employee should secure minimum of 35% of maximum marks in each paper and 40% of maximum marks in aggregate of total marks prescribed for that examination for a pass. On securing 60% of the maximum

marks or more in any paper, the employee shall be exempted from appearing for that paper.

11. Provision for review

11.1. The examiner or any other higher authority as the Board of Examinations may determine shall be required to review at random the valuation of answer scripts to the extent of 30% of total number of particular paper in the following manner:

- (i) 10% - failed employees
- (ii) 10% - employees securing 60% marks and above.
- (iii) 10% - employees secured marks between 35 and 59

11.2 For this purpose, the reviewing officer shall be paid remuneration of Re.1/- more than the remuneration for valuation, subject to a minimum of Rs.125/-

Note:- The remuneration shall be drawn from establishment from which pay and allowances are drawn in respect of examiners/invigilators/valuers/reviewers on the basis of official memorandum issued by the competent authority.

12. Declaration of results

Name of the employees who have successfully completed the examination or who have obtained exemption will be declared by the Departmental Examination Board and intimated to all the Heads of Offices under whom the employees are working.

13. Issue of Statement of Marks/Certificate.

13.1 A statement of marks obtained in an examination shall be issued to the employees appeared, after the declaration of results.

13.2 A certificate to each successful employee shall be issued on remittance of Re. 1/-(one) only in any office of the Board and requisition is made along with the original receipt within 30 days from the date of declaration of result and Rs.1.50 (Rupees one & Paise fifty) only after expiry of 30 days from the date of declaration of results.

14. Provision for retotalling.

14.1 Any employee who desires for retotalling of marks obtained in any paper/s of the examination for which he had appeared, may apply within 30 days, to the Examination Board after the declaration of the results by payment of a sum of Rs.10/-(Rupees ten) per paper in any office of the Board. The original receipt in evidence of the payment so made shall be enclosed to the prescribed application form.

14.2 On receipt of applications seeking for retotalling of marks, the Examination Board shall within a period of 30 days cause the marks to be retotalled and communicated to the employee, the result of retotalling. In case of any change resulting in, the employee being declared as pass or exempted in the paper/s for which retotalling was sought, the same shall be declared and communicated.

14.3 An employee's success/exemption shall be recorded in the Service Book under proper attestation.

KARNATAKA ELECTRICITY BOARD

**PROFORMA OF APPLICATION FOR CERTIFICATE OF EXEMPTION
FROM PASSING KANNADA LANGUAGE TEST**

(Refer Regulation 6.9(b) & (d))

1. Name of the Applicant :
2. Father's Name :
3. Date of Birth and Age :
4. Date of Appointment :
5. Post held :
6. Grounds on which certificate of exemption is claimed :
7. Documents enclosed in support of the claim:

*(Originals only)

Place:

Date:

Signature of the Applicant

*to be returned to the applicant after verification

KARNATAKA ELECTRICITY BOARD
DEPARTMENTAL EXAMINATION BOARD
APPLICATION FOR RETOTALLING

(Refer Regulation 14.1)

1. Name of the Employee :
2. Designation :
3. Details :

Month/Year

Reg. No.

Name of the Examination

Paper/s No.

4. Postal Address of the Office
where the employee is working

5. Details of deposit made
towards re-totalling.
(Original receipt to be enclosed).

Amount Rs.

Rt. No./Date

Office in which remitted

Place.....

Date.....

Signature of the employee.

APPENDIX IV

SCALE OF DIFFERENT KINDS OF SPECIAL PAY / ALLOWANCE

The following different kinds of special pay/allowance are admissible to the employees at the rates noted against each :

1. Special Pay

(a) Additional Secretary	Rs. 200/-P.M.
(b) Assistant Secretary	Rs. 175/-P.M.
(c) Accounts Officer (Examination) CEE (G)'s office	Rs. 150/-P.M.
(d) Asst. Accounts Officer (Examination) CEE (G)'s office	Rs. 100/-P.M.
(e) Asst.Accounts Officer (Inspection & concurrent Audit wing of Internal Audit)	Rs.125/- P.M.
(f) Asst.Accounts Officer (Security)	Rs.150/- P.M.
(g) Assistants Incharge of safe custody of valuable documents in FA & CAO's Office.	Rs.100/- P.M.
(h) Asst.Surgeon(Gazetted)*	Rs.20/- P.M.
(i) Asst.Surgeon (Non-Gazetted)*	Rs.10/- P.M.
(j) Technicians*	Rs.10/- P.M.
(k) Group D employees*	Rs.45/- P.M.
(*Medical staff handling X-ray machinery in Board Hospitals)	
(l) Senior Personal Assistant	Rs.150/- P.M.
(m) Store Keeper Grade I	Rs.125/- P.M.
(n) Junior Personal Assistant	Rs.125/- P.M.
(o) Store Keeper Grade II	Rs.100/- P.M.

(p) Asst.Store Keeper	Rs.90/- P.M.
(q) Junior Engineer (Hot line works)	Rs.150/- P.M.
(r) Mechanic Grade I(-do-)	Rs.100/- P.M.
(s) Mechanic Grade II (-do-)	Rs.100/- P.M.
(t) Driver of the vehicles	Rs.100/- P.M.
(u) Typist	Rs.100/- P.M.
(v) Cleaner/Auto helper	Rs.90/- P.M.
(w) Lift Attendants/Trolley Driver	Rs.90/- P.M.
(x) Cyclostyling worker	Rs.50/- P.M.
(y) NCR Machine Mechanic	Rs.50/- P.M.
(z) Telex operator	Rs.45/- P.M.
(aa) Xerox Machine operator (to be allocated to any of the O.A./ Daftrary/or any other office staff)	Rs.30/- P.M.

2. Personal Allowance

(a) Senior Assistant (I.A.) (Inspection)	Rs.100/- P.M.
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3. Cash duty allowance

(a) Workmen who are incharge of cash duty.	Rs.100/-P.M.
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Note:- Cash duty allowance shall be paid to workmen who are entrusted with cash duty including trolley collection.

(b) Workmen who work as substitutes in place of cashier proceeding on casual leave and other kinds of leave not exceeding seven days.	Rs.20/-per working day subject to a maximum of Rs.100/-P.M.
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4. Special duty allowance

- (a) Special duty allowance to drivers of vehicles attached to following officers: Rs.100/-P.M.
- (i) Chairman
 - (ii) Finance Member
 - (iii) Technical Member
 - (iv) Chief Engineer, Electy.(General)
 - (v) Financial Adviser & Chief Accounts Officer.
 - (vi) Secretary
 - (vii) Additional Secretary

Note:- This allowance is payable in addition to the 'Special Pay' normally admissible in lieu of overtime pay. This shall not be treated as part of 'Pay' for any purpose.

5. Special locality allowance

- | | |
|--|--|
| 5.1 (a) M.G.H.E.Works - Jog Falls including pre-University College | 15% of Basic pay subject to a maximum of Rs.400/- P.M. |
| (b) Hulical | |
| (c) Gogi branch | |
| (d) Kadra | |
| (e) Kodasally | |
| (f) Gerusoppa Colony | |
| (g) Somanahally (220 KV Station) | |
| (h) Hunasagi(Yadgir Division) | |

<p>5.2 (a) Ghataprabha (b) Dandeli (c) Supa (d) Malleswara (Kudremukha Project) (e) Shimsha/Shivanasamudra (f) Munirabad (g) Upper Krishna Project (h) B.R.Project (i) T.K.Hally</p>	<p>7 ½ % of Basic Pay subject to a maximum of Rs.300/- P.M.</p>
<p>5.3 (a) Thippagondanahally (66/2.3 KV Station)</p>	<p>6% of Basic pay subject to a maximum of Rs.300/-P.M.</p>

6. Washing allowance

Washing allowance shall be paid to workmen wherever the same is admissible. Rs.35/- P.M.

7. Compensatory allowance

Employees working in Board offices at Bangalore, deputed to Karnataka Govt.Computer Centre for training. Rs.20/- only per day.

8. Conveyance allowance

8.1 Conveyance allowance at the following rates shall be paid to the employees who own, maintain and use the particular type of vehicle for discharging the Board's work wherever the same is admissible at present.

(i) Motor Cycle/Scooter	Rs.200/-P.M.
(ii) Moped	Rs.75/-P.M.
(iii) Bicycle	Rs.60/-P.M.

- 8.2 (a) All the teaching/training staff working in Industrial Training Centres/ Training Institute (Ministerial).
- (b) Assistant Accounts Officers working as cash officers in Revenue Accounting Sub-Divisions.
- (c) Assistant Accounts Officers and Senior Assistants working as Inspection staff i.e. Internal Audit, Bangalore.
- (d) All Assistant Engineers and Junior Engineers working in
- (i) O & M sections excluding those on shift duties.
 - (ii) Works Units.
 - (iii) H.T.U.G.cable maintenance works.
 - (iv) Civil engineering sections in Bangalore, Mysore, Hubli, Dharwar & C.B.A.B.complex in Bangalore.
 - (v) Telecommunication maintenance section.
 - (vi) Transmission line maintenance sections where telephone lines exist & where Board vehicles are not provided.
 - (vii) Street light maintenance sections and works units of Street Light Division in Bangalore City.

Note:-(1) Employees mentioned above are entitled to maintain Motor Cycle/Scooter or Moped and draw the admissible conveyance allowance subject to furnishing of required certificates and who possess Driving Licence.

- 8.3 (a) Maintenance training staff working in Industrial Training Centre, Bangalore.
- (b) Maintenance men working in
- (i) O & M sections other than those on telephone duty & shift duty.
 - (ii) Service Stations
 - (iii) Works units
 - (iv) Transmission line section.

Note:- However conveyance allowance shall be admissible for 2 posts only in Head Quarters (Both sub-division & section)

- (v) Telecommunication maintenance sections- only those who are engaged in maintenance of telephones lines and attending complaints.
- (vi) H.T.U.G.cables maintenance.
- (vii) Board building electrical maintenance section at Bangalore only.
- (viii) Street light maintenance section in Bangalore city only including works unit .
- (c) Meter readers.
- (d) Daftaries - who are attached to despatch section in divisional and higher offices and entrusted with the duty of delivery of tappal.
- (e) Workmen entrusted with cash duty (those who attend banks)
- (f) Civil sections.

Note:- (1) Employees mentioned above are entitled to maintain Moped/Bicycle and draw the admissible conveyance allowance subject to furnishing of required certificates and who possess Driving Licence (in respect of mopeds only)

(2) In the absence of regular incumbents mentioned at (c), (d) & (e) of Regulation 8.3, the substitute shall be paid conveyance allowance on prorata basis for 25 working days subject to a maximum of Rs.60/Rs.75 per month respectively.

8.4 Conveyance allowance to orthopaedically handicapped employee

- (a) Employees borne on regular establishment who are orthopaedically handicapped with disability of lower extremities shall be paid conveyance allowance amounting to -
- 6% of Basic Pay
subject to a
maximum of
Rs.100/-P.M.

Note:- (1) An orthopaedically handicapped employee will be eligible for conveyance allowance only if he/she has a minimum 40% permanent partial disability of both the upper and lower extremity defomilies;

(2) The conveyance allowance will be admissible to the orthopaedically handicapped on the recommendation of the head of orthopaedic department of a Government Civil Hospital;

(3) The allowance will not be admissible during leave, joining time or suspension.

8.5 The concerned employee shall accordingly apply for grant of conveyance allowance to the Chief Engineer, Electy.(General). He is authorised to refer such cases to the appropriate medical authorities for obtaining the necessary recommendations and to sanction the admissible conveyance allowance from the date of such recommendations.

9. Deputation allowance

Admissible in accordance with the terms & conditions of deputation.

APPENDIX-V

(SEE REGULATION 69)

1. Hill allowance

This allowance is payable to eligible employees at to the following rates.

- (a) Employees drawing basic pay below Rs.1300/- P.M. Rs.75/- P.M.
- (b) Employees drawing basic pay of Rs.1300/- and above P.M. Rs.120/-P.M.
(Wherever the same is admissible at present).

2. Construction allowance

- (a) Construction allowance shall be paid to the employees at 6% of the basic pay subject to a maximum of Rs.300/- per month.

3. Rural allowance

- (a) Rural allowance of Rs.75/- per month shall be paid to workmen who are posted to rural camps where the population of the town/village is less than 3000. (Population figure taken according to 1991 census).

APPENDIX - VI

1. Shift allowance

(See Regulation 71)

Applicable to employees referred to in Regulation 71(a).
Rates of Shift allowance per mensem:

- (a) Those who have put in not less than 14 shifts in a calendar month. $\frac{\text{Basic Pay} \times 5}{100}$
- (b) Those who have put in less than 14 night shifts in a calendar month. $\frac{\text{Basic Pay} \times 5}{100} \times \frac{\text{No. of night shifts put in}}{14}$

Shift allowance to the employees doing shift duties in evening and night shifts (including watch and ward/medical staff/service station/telex operators) shall be paid at 5% of basic pay subject to minimum of Rs.7.50 (Rupees seven and paise fifty) per shift.

2. Holiday work compensation

- (a) Holiday work compensation of Rs.125/- and Rs.150/- per day shall be paid to the Assistant Engineer (Electrical) and Assistant Executive Engineer (Electrical) respectively who are not eligible for payment of double wages as per the existing Regulations and who attend to shift duties in generating stations, receiving stations and sub-stations on the notified holidays or to grant them compensatory holidays at the discretion of the Board.

3. Remuneration for cable joint

- (a) Remuneration of Rs.50/- per cable joint is payable to two trained maintenance men only in each division other than regular cable jointer.

4. Hazardous allowance

- (a) Hazardous allowance is payable to the staff including workmen who are directly involved in the maintenance of D.G.Plant and also to those staff who are performing shift duties at D.G.Plant, Yelahanka.

- (i) For those who have put in less than 5 years of service in D.G. plant at 7.5% of basic pay subject to a maximum of Rs.500/- per month.
- (ii) For those who have put in more than 5 years of service in D.G.Plant at 10% of basic pay subject to a maximum of Rs.1000/- per month.
- (iii) The above allowance is not payable to watch and ward and other staff working in offices connected with the D.G.plant.
- (iv) Hazardous allowance is payable in lieu of construction allowance.

APPENDIX - VI(a)

Dip and Diving allowance

- (a) This allowance shall be paid at the following rates whenever the workmen are called upon to work in water conductor system.
 - (i) Diving allowance to
Divers. - Rs.75/-P.M.
(Rupees seventy five)
 - (ii) Dip allowance Rs.40/- Per hour (Rupees forty)

APPENDIX - VI(b)

Hot stick allowance

- (a) Hot line staff (both workman and non workman) who work on Hot lines shall be paid "Hot Stick Allowance" of Rs.60/- (Rupees sixty) per day. (irrespective of number of hours of work).

APPENDIX - VI(c)

Specialised work allowance

- (a) Assistant Engineers (Electrical)/Assistant Executive Engineers (Electrial) working in Master Plan Division/Station Maintenance (excluding shift engineers) / M.T.Division / R.T.Division shall be paid

specialised work allowance at 5% of basic pay subject to a maximum of Rs.250/- per month.

- (b) Workmen working in Stations/MT/RT/MPD (excluding office/shift staff) if they are not paid the over time pay at their places of work for the extra hours they work shall be paid specialised work allowance at 5% of basic pay subject to a maximum of Rs.250/- (Rupees two hundred and fifty) per month.
- (c) Assistant Executive Engineers (EI.), Assistant Engineers(EI.), Junior Engineers(EI.) and other maintenance men (excluding office/store/shift staff) working in Telecommunication Division, if they are not paid the overtime pay at their place of work for the extra hours they work shall be paid specialised work allowance at 5% of basic Pay subject to a maximum of Rs.250/- per month.
- (d) Employees working in computer centre, Cauvery Bhavan, Bangalore (upto and inclusive of the cadre of Assistant Executive Engineer (EI)). and who actually operate the computer as Data Entry Operators or Programmers and work on development of software packages shall be paid specialised work allowance at 5% of basic pay subject to a maximum of Rs.250/- per month.

APPENDIX - VI(d)

House orderly allowance

- | | |
|--|---|
| (a) Secretary, Chief Engineer,
Electy.(General) &
Financial Adviser & Chief
Accounts Officer. | are entitled for
house orderly
allowance of Rs.300/P.M. |
| (b) Chief Engineers & equivalent cadre. | |

APPENDIX - VII

(See Note(i) under Regulation 80(c))

Travel concessions admissible to employees placed on deputation outside India.

1. Normally the employees are allowed to travel by air by economy class and they are entitled to:
 - a) Actual travelling allowance as for journeys on tour for their journeys from the head quarters to the place of deputation and for the return journeys there from to the place of posting at the end of deputation.
 - b) Actual expenses incurred on account of passport fees subject to production of receipts.
2.
 - a) The actual cost of transporting the luggage to and fro;
 - i) Between headquarters and the airport and vice-versa.
3.
 - a) The daily allowance payable to the employee from the date of landing in the place of deputation to the date of return to India which will be fixed by the Board in each case keeping in view the rates fixed by the Government of India from time to time.
 - b) In the case of halts of long duration, arrangements should be made to reserve accommodation on weekly/monthly terms if these are cheaper than daily rates.
 - c) Where accommodation and meals are both provided either free as when an officer is a State Guest or at Board expense, a cash allowance equal to 25 percent of the prescribed rate of daily allowance will be admissible to cover incidentals and where accommodation alone is provided free two-thirds of the prescribed rate of daily allowance will be admissible.
4. Nothing in the foregoing Regulations shall operate to prevent the Board in such cases as it thinks fit to do so, from reimbursing an employee on the basis of actual expenses incurred during the period of deputation.

APPENDIX-VIII

PART I

(See Note under Regulation 105)

REGULATIONS REGULATING THE GRANT OF CASUAL LEAVE TO THE EMPLOYEES

1. Casual leave may be granted to a permanent or, temporary Board employee whether he enjoys annual vacations or not for fifteen days in such calendar year, but not for more than seven days at a time.

Half-a-day's casual leave effective upto or from 1.30 P.M. on any working day may be granted to an employee.

Casual leave may be granted to Board employees, by the head of the office to officers/sub-ordinates to him and heads of offices by the next higher authorities. But the sanction of casual leave cannot be taken for granted as the same has to be applied and sanctioned before it is actually availed or before proceeding on casual leave. It will not be proper to proceed on leave in anticipation of sanction without obtaining a formal intimation of sanction. It is important that except in emergent circumstances such as sudden illness or personal difficulties application for leave should be sent in advance and leave is availed of only after the required sanction has been accorded and communicated.

Disregard of the above Regulation will have to be seriously viewed.

- 1.A. No Board employee has a right to the grant of casual leave. The authority empowered to grant casual leave may refuse or revoke the casual leave at any time according to the exigencies of Board service.
- 1.B. Where the casual leave is required on any ground other than illness, no Board employee shall absent himself from duty unless he has been granted such leave by the competent authority.
- 1.C. Where the casual leave is required on the ground of illness, the leave may be granted subsequently on production of medical certificate from a registered medical practitioner.

Note:- (1) Casual leave to temporary employees will be granted in the same manner as to those holding permanent appointments but in case of new entrants who have not put in at least one year's service casual leave will be granted in proportion to their service at the rate of one day for every completed month's service.

(2) The unavailed portion of casual leave earned in the calendar year of entry into service, may be carried forward and granted to the new entrants in the succeeding calendar year. However, the total casual leave availed of shall not exceed 15 days in the succeeding year.

(3) Casual leave in respect of re-employed pensioners is regulated as per Note 1.

2. Casual leave shall be granted only when it can be given without inconvenience to the Board service. It must not be granted so as to cause evasion of the Regulations regarding;

(i) Date of reckoning allowances.

(ii) Charge of office.

(iii) Commencement and end of leave

(iv) Return to duty.

It shall not ordinarily be granted in continuation of other leave, but it may be combined in any manner, with sundays and other notified holidays provided that not more than seven days casual leave, exclusive of such sunday and holidays, shall be granted during one period of absence and provided also that such period of absence shall not exceed ten days in all.

Note:- (1) The limitation of seven days time is not applicable in cases of enforced absence from duty, as for instance on account of detentions in plague camps or on account of orders not to attend office in consequence of infection in the family or household of employees, when such absences are treated as casual leave.

- (2) This Regulation is not to be read as precluding the treatment as casual leave of absence from duty following leave granted under the Regulations so long as such absence is due to reason involving no evasion of the Regulation in regard to the matters above specified as for instance, when it is necessitated by detention in plague camps on the way to rejoin or by orders not to attend office in consequences of the presence of infectious disease in the family or household of the person concerned.

Absence from duty for reasons of the nature indicated above should be treated as follows:

- (a) In the case of a person who has not taken any leave at his option, as casual leave or earned leave at his credit; if he has neither of these kinds of leave to his credit, as any other kind of leave admissible;
- (b) In the case of a person who has already taken leave at his option as casual leave of the same kind on which he already is, if such leave is available or if he has no leave at his credit, as leave without allowances.
3. Leave without allowances cannot be granted in continuation of casual leave, and in cases where leave without allowances is granted in continuation of such leave, the casual leave already granted should be treated as cancelled and the leave without allowance should commence from the date on which the casual leave commenced.
4. Any employee who has been bitten by a rabid animal, may to enable him to proceed for treatment, be granted casual leave for the actual period of treatment - 14 days and for the number of days for the forward and backward journeys, any leave required in excess of such leave being treated as earned leave or half-pay leave.

Note:- Casual leave granted under this Regulation shall be treated as special casual leave not debitable to regular casual leave account.

5. An employee on casual leave is not treated as absent from duty, and his salary is not intermitted.

Note:- The Board should not be put to any extra expense in consequence of absence of an employee on casual leave. In circumstances where it is found impracticable to make local arrangements to look after the work of an absentee on casual leave, controlling officers may make arrangements involving extra cost by way of travelling allowance.

6. When employees who are volunteers, are permitted to attend camps of exercise and rifle meetings without extra cost to the Board or detriment to Board work, the absence shall be treated as casual leave not counting against the casual leave ordinarily admissible under these Regulations.

7. Casual leave may be sanctioned by the head of the office to all officers subordinate to him, and he may also delegate this power to the senior group A group B officer of his office.

In respect of the heads of offices, casual leave, shall be sanctioned by the next higher authorities.

Note:- The Chief Engineers, Superintending Engineers and equivalent officers may avail casual leave on their own authority upto three days at a time provided they do not have to leave their jurisdiction during the period. In other cases, they should apply for leave to the higher authority.

8. Deleted

(a) Deleted

(b) Deleted

See Regulation: 9.17(g)(i) newly inserted under definitions.

(c) Special casual leave for a period not exceeding 30 days in a calendar year is allowed to the Board employees for participation in mountaineering/trekking expeditions and attending the coaching or training camps at the National Institute of Sports, Patiala or under Rajkumari Amrit Kaur Coaching Scheme or similar All India Coaching or Training Scheme and also will cover their attending the pre-selection trials/camps connected with sporting events of National or International importance.

9. Special casual leave not exceeding 7 days may be allowed to married employees of both sexes in any one calendar year who undergo Vasectomy or Tubeligation operation on the strength of the medical certificate granted by the medical officer performing the operation.

(A) Special casual leave not exceeding 14 days may be allowed to female employees who undergo non-puerperal sterilisation, on the strength of a medical certificate.

When the operation of Salpingectomy for sterilising women is done after delivery (generally 2 to 5 days after delivery) it is called puerperal sterilisation, when it is done at any other time, it is called non-puerperal or Gynaecological (Gynaec). Since a female employee is already entitled to maternity leave as per Regulations no special leave need be granted to such employees who undergo puerperal sterilisation.

Note:- Such special casual leave may also be sanctioned to female employees having three or more living children who are not entitled to grant of maternity leave but who undergo tubectomy operation even during puerperium under family planning scheme.

(B) A male employee whose wife undergoes a Gynaec sterilisation (Tubectomy operation without delivery) may also be granted special casual leave not exceeding 7 days. The grant of such special casual leave shall be subject to production of a medical certificate from the doctor, who actually performs the operation and certifies to the effect

that presence of the Board employee is essential for the period of leave to look after his wife who has undergone Gynaec sterilisation. The special casual leave granted under this Regulation may be combined with ordinary casual leave or other kind of leave i.e., earned leave/half pay leave and can also be combined in any manner with sundays and other notified holidays not exceeding 3 days.

In the event of failure of a sterilisation operation, if an employee undergoes vasectomy operation for the second time he shall be granted special casual leave of 6 days again on production of a Medical certificate from the medical officer performing such an operation to the effect that the 1st operation was a failure and the 2nd operation was actually performed.

(C) Special Casual Leave not exceeding:-

- (i) 3 days may be granted to an employee whose wife undergoes laproscopic sterilisation(without delivery) on the strength of the medical certificate granted by the medical officer performing such operation.
- (ii) 7 days may be granted to a female employee who undergoes laproscopic sterilisation on the strength of the medical certificate granted by the medical officer, performing such operation.

This special casual leave may be sanctioned by head of the office to all employees subordinate to him, in respect of heads of offices, casual leave should be sanctioned by the next higher authorities.

10. Special casual leave not exceeding thirty days in each calendar year may be granted to employees who are chosen as examiners either in the Mysore University or the Karnataka University for attending the examinations. They will not be eligible for travelling allowance and daily allowance.

Note:- (1) The concession referred to in this Regulation will apply also to employees appointed as supervisors either in the Mysore University or in the Karnataka University in connection with the examinations conducted by the said Universities.

- (2) Special casual leave under this Regulation may be granted also to employees for attending the meetings of the Academic Council of the Mysore University or the Karnataka University, subject to the limit of 30 days in each calendar year referred to above.

10-A The periods of absence from duty of employees joining the Terriitorial Army, the Indian Naval Reserve and the Indian Naval Volunteer Reserve from their Civil Posts occasioned by their interview/medical examination etc., in connection with their joining these organisations shall be treated as special casual leave in cases where it may for the employees concerned to attend to civilian duties after the interview/medical examination etc.

The grant of special casual leave shall be subject to the condition that the employees do not withdraw their candidature at the interview.

Such special casual leave should not exceed 15 days in a year. Where, however, the period of absence for joining the territorial army referred to in this Regulation exceeds the period for which Special Casual leave is admissible, the employees concerned may be permitted to combine special casual leave with regular leave.

10-B. Special casual leave upto a maximum period of 15 days including transit time (journey time) shall be sanctioned to the ex-servicemen re-employed as civilians who are in receipt of the disability pension whenever they are required to appear before Re-survey Medical Board for reassessment of their physical disability etc. The periodicity of re-survey is as under:

- (i) First survey is held after 2 years from the date of retirement.
- (ii) Subsequent re-survey is held after every 5 years till disability is reached to finality.
- (iii) Later re-survey is conducted after every 10 years. The re-survey facility is available at Command Hospital (Air Force) Bangalore. The heads of offices/divisions are authorised to sanction the special

casual leave subject to production of certificate from re-survey authorities.

10-C. Special casual leave not exceeding 15 days in a calendar year may be sanctioned to the office bearers of the 'KEBEU' (Reg.No.659) Local Committees and not more than 20 days in a calendar year to the Central Executive Committee Members of the KEB Employees' union (Reg.No.659) for attending to the Union work such as:

- i) Quarterly meetings of the central committee;
- ii) Local Committee meetings at the divisional headquarters;
- iii) Annual general body meeting.

Further, permission may be granted to the President or Vice-President, Secretary or Assistant Secretary of the Local Committees of the KEB Employees' Union (Reg.No.659) for attending the following:

- i) Conciliation meeting;
- ii) Proceedings before the Industrial Tribunals, Labour Courts, Court of Enquiry and Arbitration meetings before the officers of the Board;
- iii) Meetings of the house allotment committees, welfare committees, relief fund committees constituted by the Board.

Permission may be granted to the President or Vice-president, General Secretary or Joint Secretary or Assistant Secretary of the central committee of the KEBEU (Reg.no.659) for attending the following:-

- i) Conciliation meeting;
- ii) Proceedings before the Industrial Tribunals, Labour Courts, Court of Enquiry and Arbitration;
- iii) Meetings before the Labour Minister, Labour Commissioner and other officers of the Labour Department;
- iv) Bipartite meetings before the Chairman, Chief Engineer Elecy, (General) and other officers of the Board in respect of grievances and complaints etc.

The heads of offices are authorised to sanction the above special casual leave and also grant permission after obtaining necessary leave/permission applications from the concerned office bearers.

10-D. Special casual leave for a day shall be sanctioned to such of the employees who donate blood voluntarily subject to the production of certificate to the effect from the concerned Blood Bank Officer/Hospital/Indian Red Cross Society, as the case may be.

10-E. Special casual leave to the employees who are also executive committee members of Bharath Sevadala shall be sanctioned subject to the following conditions:-

- i) Such special casual leave should not exceed 15 days in a calendar year for attending meetings, program and camps.
- ii) Attendance certificate shall be obtained from Bharat Seva Dal and produced.
- iii) No T.A. and D.A. will be admissible for the journeys in this connection.
- iv) Special casual leave may be sanctioned by the officer concerned as per Board Service Regulations duly verifying the certificate.

11. The absence of employees in connection with their participation in the activities of the Indian Institute of Public Administration, New Delhi, shall be treated as special casual leave. Such special casual leave shall not exceed six days in a year.

Note:- No T.A. Will be admissible for the journeys in this connection.

12. Special casual leave granted under any of these Regulations may be permitted to be combined with regular leave and with sundays and other notified holidays not exceeding 3 days.

List of Recognised National Sports Federation

(See Regulation 9, 17(g)(i))

1. AERO CLUB OF INDIA,
Aurobindo Marg, Safdarjung Airport, New Delhi.
2. ARCHERY ASSOCIATION OF INDIA,
C-15, Pandara Park, New Delhi.
3. BASKET BALL FEDERATION OF INDIA,
No.14/A Road, Jamshedpur.
4. BRIDGE FEDERATION OF INDIA,
3-6/190, Himayat Nagar, Hyderabad.
5. BADMINTON ASSOCIATION OF INDIA,
Jackson's Road, Jabalpur.
6. INDIAN AMATEUR BOXING FEDERATION,
25, Raja Ram Mohan Roy Road, Bombay.
7. BILLIARDS AND SNOOKER FEDERATION OF INDIA,
C/o, the Bengal Borled Ware House Association, 25, Netaji Subhas Rd.,
Calcutta.
8. BALL BADMINTON FEDERATION OF INDIA,
Valsa Nagar, Trivendrum - 695 014.
9. BOARD OF CONTROL FOR CRICKET IN INDIA,
Vijayanagar Colony, Birwani-125 021.
10. WOMEN'S CRICKET ASSOCIATION OF INDIA,
41/B, Karan Nagar Extension, Jammu.
11. ALL INDIA CARROM FEDERATION,
14, Fifth Cross Street, Shastri Nagar, Madras 600 020.
12. ALL INDIA CARROM FEDERATION,
2-Nehru Stadium, Madras-600 003.

13. CYCLING FEDERATION OF INDIA,
Yamuna Veladreme; IP Estate, New Delhi.
14. EQUESTRAIN FEDERATION OF INDIA,
Army Head Quarters, West Block, R.K.Puram, New Delhi.
15. ALL INDIA FOOTBALL FEDERATION,
Netaji Indoor Stadium, Eden Garden, Calcutta-700 021.
16. INDIAN GOLF UNION TATA CENTRE,
3rd Floor, 43, Chewringhee Road, Calcutta-700071.
17. INDIAN, HOCKEY FEDERATION,
Room No.106, National Stadium, New Delhi, .
18. ALL INDIA WOMEN'S HOCKEY ASSOCIATION,
A/2, Janaki Devi College, Ganga Ram Hospital Marg, New Delhi.
19. AMATEUR HANDBALL FEDERATION OF INDIA,
27, Parade Ground, Jammu.
20. KHO-KHO FEDERATION OF INDIA,
"Samhitha", 7/B-14 Cross Road, Malleshwaram, Bangalore-560 003.
21. FEDERATION OF MOTOR SPORTS CLUB OF INDIA,
14-North Crescent Road, T.Nagar, Madras-600 001.
22. INDIAN POWER LIFTING FEDERATION,
40-2/6, Subarban School Road, Calcutta.
23. INDIAN POLO ASSOCIATION,
C/o President's Body Guards, Rashtrapathi Bahavan, New Delhi.
24. NATIONAL RIFLE ASSOCIATION OF INDIA,
Room No.46, First Floor, Raghushree Complex, Ajmeri Gate, Delhi 110 006.
25. SOFT BALL ASSOCIATION OF INDIA,
Rawatom Ka Bas, Jodhpur-420 001.
26. SQUASH RACKET FEDERATION OF INDIA,
C/o The Calcutta Rackets Club, Near St.Paul's Cathedral, Calcutta.

27. SWIMMING FEDERATION OF INDIA,
3552, Darwaja's Khancha, Shalipur, Ahmedabad.
28. TABLE TENNIS FEDERATION OF INDIA,
Room NO.1000, Block-'E', First Floor, Post Box No.282, JN Stadium, Lodi
Road, New Delhi.
29. ALL INDIA LAWN TENNIS ASSOCIATION,
Deepika-6, Mohan Street, Nungambakkam, Madras.
30. VOLLEYBALL FEDERATION OF INDIA,
6, Nehru Stadium, Madras.
31. WEIGHTLIFTING FEDERATION OF INDIA,
2/2, Bajeshipur Road, 2nd Bye Lane, Howrah.
32. YATCHING ASSOCIATION OF INDIA,
Room No.33, Directorate of Naval Training 'C' Wing, Sena Bhavan, New Delhi.
33. CYCLE POLO FEDERATION OF INDIA,
Dundlod House, Bawa Sarak, Civil Lines, Jaipur.
34. AMATEUR ATHLETIC FEDERATION OF INDIA,
Room No.452, Rail Bhavan, New Delhi.
35. GYMNASTIC FEDERATION OF INDIA,
No.68, Sector-10/A, Chandigarh.
36. AMETEUR KABADI FEDERATION OF INDIA,
19/1030, Khernagar, Bandra(East), Bombay-400 051.
37. WOMEN'S FOOTBALL FEDERATION OF INDIA,
103, Wazeergunj, Lucknow-226 001.
38. WRESTLING FEDERATION OF INDIA,
C/o Indian Olympic Association, Room No.1104, 'F' Block, J.N.Stadium,
New Delhi.
39. INDIAN STYLE WRESTLING FEDERATION,
2219, Vidvan Press, Nasik-422 001.
40. JUDO-FEDERATION OF INDIA,
Sonawalia Bldg., 2nd Floor, 65, Bombay Samachar Marg, Bombay-400 023.

41. ALL INDIA SPORTS COUNCIL OF DEAF,
8, Northend Complex, Sri Ramakrishna Ashram Marg, New Delhi.
42. TENNYCOIT FEDERATION OF INDIA,
Room No.23, 1st Floor, Lal Bahadur Stadium, New Delhi.
43. ROWING FEDERATION OF INDIA,
"Secretariat", 9, Archbishop Mathias Avenue, Madras-28.
44. SCHOOLS GAMES FEDERATION OF INDIA,
54/55, Calrements Building, Shimla-171 004.
45. INDIAN OLYMPIC ASSOCIATION,
Room No.1104, Block 'B' JN Stadium, New Delhi.
46. INDIAN MOUNTAINEERING FEDERATION,
Bemto Juarex Road, Anand Niketan, New Delhi.
47. ALL INDIA KARATE FEDERATION,
9, Sunshine, 156, M.Karve Road, Bombay-400 020.
48. INDIAN BODY BUILDING FEDERATION,
3, Rathna Nagar, Tanypet, Madras - 600 013.
49. ALL INDIA ATYA PATYA FEDERATION,
Nagapur Sharirik Shikshan Mahavidyalaya, Dr. Moonga Road, Dhantoli,
Nagpur-12.

PART II

(See also Regulation 129)

SPECIAL PROVISIONS GOVERNING EARNED LEAVE IN THE CASE OF EMPLOYEES ENTITLED TO VACATIONS

1. An employee serving in a Vacation institution like a School/College is normally entitled, during earned leave, to only half of the leave salary admissible under Regulation 129.
2. If such an employee is by the general or special orders issued by competent authority, prevented in any year from availing himself of the vacations by reason of his having to remain at his place of duty he would be entitled to full leave salary under Regulation 129 during earned leave, or portion, of it which was earned by duty performed by him in that year.
3. If an employee's work is such that he has to be present on duty for a portion only of the vacation, he will be eligible to full leave salary during earned leave earned in respect of any year in which he has not been absent from duty for more than 15 days of the vacation. If he has been absent for more than 15 days, his title to full leave salary during earned leave is regulated by Regulation 4 infra. Any such employee applying for earned leave on full leave salary must attach to his application a certificate either ;
 - (i) that he was not absent from duty during the vacation(s) for more than 15 days, or
 - (ii) that he was absent from duty for a specified number of days exceeding fifteen in any of the vacations included in the period of duty by which the earned leave on full leave salary claimed has been earned.
4. An employee, who is by a general or special order issued by competent authority, prevented from availing himself of a part only, of a periodical vacation, may during earned leave subsequently taken, draw full leave salary under Regulation 129 for a period bearing such proportion of thirty days as the number of days of vacation not taken bears to the full vacation.

5. Vacation may be taken in combination with, or continuation of any kind of leave under the Regulations in chapter VIII, provided that the total duration of vacation and earned leave taken in conjunction, whether or not earned leave taken is in combination with or in continuation of other leave, shall not exceed the maximum periods specified in Regulation 127 provided further that the total duration of vacation, earned leave and full pay leave taken in conjunction shall not exceed 240 days.

APPENDIX - IX

(See Regulation 80 (c) and 142)

ANCILLARY DIRECTIONS AND CONCESSIONS APPLICABLE TO EMPLOYEES PERMITTED TO PROCEED TO FOREIGN COUNTRIES FOR ADVANCED STUDIES OR TRAINING.

N.B.:- These Regulations shall be deemed supplementary to Regulations 80 to 82, 141 and 142 of the Service Regulations.

1. Employees should not approach or negotiate direct with foreign governments or organisations for scholarships or travel grants. They will not also be allowed to accept passage money or free transport from a foreign government or organisation for visits abroad. Relaxation of this Regulation is permissible only in cases which are covered by specific agreements or memoranda of understanding entered into by the Government of India with the foreign government or organisations.
2. In cases where the study or training abroad entails a preliminary training or study in any place in India, the said study or training will form a part of the foreign scholarship and for that period of study or training, Regulations governing local deputation will be made applicable.
3. (a) The employee scholar shall, before leaving the Board, enter into a bond stipulating that he accepts the scholarship or fellowship on the conditions specified below. The bond shall be either in the form noted in annexure 'A' or, in case he prefers to furnish a bank guarantee, in the form noted in annexure 'C' or in case security is furnished by depositing money in the Government Savings Bank, in the form noted in Annexure 'D'.
 - (i) It shall be the responsibility of the scholar to execute the bond and have it executed by his sureties with all the necessary formalities before he leaves the Board. Failure to do so will entail that the Board will make no payment to the scholar with consequent inconvenience to the scholar in a foreign country.

- (ii) When security of immovable property is furnished the value thereof shall be twice the value of the amount of scholarship and other payments made to the scholar.
 - (iii) The Board employee responsible for the disbursement of any scholarship amount shall not authorise such disbursement or any payment in respect of the scholarship or relieve the scholar from his post to proceed on the scholarship, study leave etc., as the case may be before he has executed the necessary bond with the necessary sureties.
 - (iv) The bond in the form noted in annexure 'D' should be registered. The stamp and registration fees, if payable thereon, will be borne by the Board.
 - (v) If there is any failure to follow these instructions and, as a consequence the Board find themselves in a position where payments have to be made to a scholar abroad, the employee of the Board who disobeyed the instructions in paras (i) and (iii) above will be liable to have the sums so advanced recovered from him.
- (b) A slight modification of sub-clause(a) above, may be made in the case of employees belonging to scheduled castes and scheduled tribes. Where they are unable to furnish security bonds as prescribed above, personal bond may be obtained from such scholars with two sureties who are permanent group A and B employees in Board service. The form of the bond will be as in annexure 'A' with the omission of clause 12 and schedules I and III therein. Paras (i) to (iv) of sub-clause (a) will hold good in such cases also.

4. The scholar will nominate, before leaving the Board, a member of his family for receiving family maintenance allowance and in addition to giving intimation thereof will forward the specimen signature of the person so nominated to the Financial Adviser and Chief Accounts Officer, in case he is a group A employee or to the head of that office at which he was last working, in case he is a group B or C employee.

5. Any scholarship or stipend received during study leave or otherwise, by an employee from a source other than Board funds or the Consolidated Fund of State for the purpose of prosecuting a course of study or receiving specialised training in professional or technical subjects will not be subject to a cut under the provisions of Regulation, 74(b) i.e., the scholar will not be required to credit any portion of it to the Board. However that Regulation will continue to apply, unless specifically relaxed, to the payment received by such employees as a result of full time or part time employment undertaken by them, during the period of deputation or study leave.

6. The employees concerned will be permitted to avail of such concessions as are contemplated under the terms of the award. In addition, the Board will extend the following concessions:-

- (i) travelling allowance to the port of embarkation in India and back as for journeys on tour, if this is not covered under the terms of the award;
- (ii) travelling allowance from the headquarters to Delhi and back limited to single railway fare and daily allowance at the admissible rates for the days of halt at Delhi in connection with the interview of the employee concerned before the Central Selection Committee, New Delhi.

Note:- In respect of T.A. claims under this sub regulation, the employee concerned shall furnish either of the two certificates prescribed below, as the case may be;

“Certified that I have not drawn T.A./D.A. for the journey and halt from any non-Board Source”.

OR

“Certified that T.A./D.A. admissible from non-Board sources in respect of this journey and halt has been drawn and deducted from the amount claimed in this bill”.

- (iii) such other local costs, i.e., for obtaining passports' medical certificates, etc., as are necessary in each case:

Note:- The term 'local costs' includes single railway fare or bus fare and ordinary mileage (without incidental charges and daily allowance for the days of halt, if any, at the place the employee is required to present himself in connection with obtaining passport/medical certificate or for orientation training.)

The actual period of halt, including the period of compulsory stay, if any, that was absolutely necessary shall be certified by the authority issuing passport or the examining medical officer or other competent authority.

7. An employee may be allowed to draw study allowance for the entire period of vacation during the course of study subject to the condition that

(i) he attends during the vacation any special course of study or practical training, if so required, by the Board or other competent authority, and

(ii) in the absence of any such direction produces satisfactory evidence before the High Commissioner for India in the United Kingdom or in the case of employees on study leave in America, the Ambassador for India in Washington, or in the case of employees on study leave in any other country, the Head of the Indian mission in that Country, that he has continued his studies during the vacation. No study allowances may, however, be drawn during the vacation falling at the end of a course of study except for a maximum period of fourteen days. The period of vacation during which study allowance is drawn shall be taken into account in calculating the maximum period of two years for which study allowance is admissible.

Note:- A period during which an employee interrupts his course of study for his own convenience cannot be considered as vacation.

8. The certificates of attendance required to be submitted in support of claims for study allowance may be produced at the end of the term of an employee who is undergoing study in educational institution, or at intervals not exceeding three months, if he is undergoing study at other institution.

9. Study allowance may be paid at the end of every month provisionally subject to an undertaking in writing being obtained from the employee that he would refund to the Board any over-payment consequent on his failure to produce the required certificate of attendance or otherwise. The Chief Engineer, Electricity (General) shall send to the Financial Adviser & Chief Accounts Officer a certificate to the effect that the employee has executed the requisite bond.

10. Study allowance may be granted at the discretion of the Board for any period upto fourteen days at one time during which he is prevented by sickness from pursuing the sanctioned course of study, if the sickness is duly certified by a medical practitioner.

Note:- The head of the Indian Mission in the country of study shall have the power to grant study allowance during the periods of sickness.

11. The scholar will submit to the Board quarterly progress reports of training or studies through head of the institution, for scrutiny and such necessary action as may be necessary.

12. The leave salary and other allowance admissible to the employee till the day preceding the date of his landing in the foreign country will be paid in rupees, whereas the leave salary, etc., from the date of landing will be payable in the appropriate foreign currency. If however an employee desires that the entire leave salary may be arranged to be paid in India alone, such requests may be accepted with. The leave salary for the period till the day preceding the date of landing in the foreign country may also be arranged to be paid in the foreign currency if the period is short and the amount is not large. Cases of doubt may be referred to the Board for orders.

Requests for part payment of salary in India may also be complied with.

13. The Board reserves the right of stopping the daily or other allowances if the diaries indicate that the time of the employee has not been properly employed.

- 14 (a). On the completion of study or training the scholar shall report himself to duty to the Board, and on receipt of its order he join duty immediately. The fact that a person has secured higher qualification by having gone abroad should not in itself be a reason for superseding his seniors in service or for better grades of pay and allowances. Nor will supernumerary posts be created carrying a higher rate to absorb such foreign trained persons, if need be, the Board may sanction suitable allowances to such persons after considering the merits in each case.
- b) Atleast a month before the scheduled date of report in the Board, the scholar will give intimation regarding his arrival and the date thereof to the Board and to the Chief Engineer, Electricity (General) or the competent authority. The latter officer should take action well in time to provide a posting to the employee and compulsory waiting by the employee returning from abroad for want of posting orders should be avoided.
- c) The Chief Engineer, Electricity(General) or the competent authority should send intimation to the Financial Adviser and Chief Accounts Officer about the date of arrival of the employee from abroad and the date on which he resumes his duties.
15. Employees who go abroad for higher studies at their own cost whose candidature is not sponsored by the Board for grant of scholarships and fellowships under foreign aid schemes may be granted leave at their credit and the remaining period of absence treated as extra-ordinary leave subject to the maximum period of two years on the whole, such period of absence counting for earning increments and pension.
- Provided that such employees satisfy the requirements of note 2 to Regulation 142 and execute a bond in form given in annexure B.
16. Allowances to employees those who have been sanctioned study leave including fellowship holders and deputationists will be determined by the Board from time to time and will be liable to revision. The allowances to be granted to employees who take study leave in countries other than U.S.A. and U.K. will be specifically considered by the Board in each case.

N.B.:- In the case of temporary employees who may be sent abroad on study leave, allowances to be paid will be decided in each case according to merits.

Note:-(1) Leave salary and study allowance will be paid in lieu of maintenance allowance.

(2) An employee on study leave in receipt of a scholarship or stipend (from whatever source granted) where the net amount of the scholarship or stipend, i.e., the value of the scholarship or stipend, minus any tuition and examination fees paid be granted by special sanction of the Board.

(3) i) The cost of typing thesis, if any, certified by the concerned professors, may be allowed under this item.

ii) The cost of purchase of books will be allowed if certified by the concerned professors. These books should be returned to the Board after his return from abroad.

iii) Health insurance fee may be paid subject to approval of the Board.

(4) Compulsory Fee - "the term tuition and examination fees" includes fee and charges levied by Foreign Universities/Institutions/Organisations without which the scholars may be liable for removal from the rolls (e.g. Activity, infirmary and student union fees).

Fines or other penal charges levied for misconduct, etc., will not be borne by the Board.

(5) An employee on study leave being in receipt of a scholarship or stipend from whatever source granted, the cost of the fees for the course of study will not be paid by the Board.

(6) For the purpose of payment of family maintenance allowance the term 'family' means the employee's wife/

husband, legitimate children and step children residing with and wholly dependant on the employee. Not more than one wife is included for the purpose.

- (7) Employees may, if they so desire, travel by air by economy class to the foreign country and back. But where they are not entitled under these Regulations to travel by air, the difference in cost between the air fare and the fare to which they are eligible, will have to be paid by the employees themselves or, they so prefer, it will be treated as a loan, which will have to be repaid by them on their return, out of their salary.

ANNEXURE - 'A'

This bond is executed in favour of the Karnataka Electricity Board (herein after called the "Board") byson ofaged about years, now residing at hereinafter called the "SCHOLAR" which term shall include his heirs and legal representatives.

AND Shri.....son ofaged about years, residing at and Sri..... son of aged about..... years, residing at..... (hereinafter called "SURETIES" which term shall include their heirs and legal representatives).

WHEREAS at his request the scholar has been granted a Scholarship/ Fellowship/Grant/Study leave concession of :..... under of Regulations forming Appendix IX to the Karnataka Electricity Board Employees Service Regulations, regarding the facilities available for study or training outside India which they have read and understood;

THE SCHOLAR and the SURETIES covenant as follows:

1. The scholar shall be bound by all the Regulations of the aforesaid Appendix IX of Karnataka Electricity Board Employees Service Regulations and any modifications thereof made by the Board from time to time.
2. The scholar shall prosecute his studies or training diligently.
3. The scholar shall join such Institutions or Company or Factory or Establishment and to take up such course or courses as the Board may require him to do or may approve.
4. The scholar shall not, without the previous approval of the Board, take up the question of extension/variation of his training with the authorities responsible for his training abroad either on his arrival in the country of training or during his stay in that country.
5. After completion of the course or training the scholar shall not take up another course of study or training or take up any employment, trade or profession, or occupation, without the express permission of the Board.

6. On completion of such course of study, or training, the scholar shall return to Karnataka State/Board within reasonable time not exceeding three months from the date of completion of his course or training unless otherwise expressly permitted.
7. In the event of the scholar contracting an infectious disease prolonged hospitalisation, he shall not forbid the medical advisers/attendants from communicating the nature and condition of disease of Indian Missions concerned or the Board.
8. It shall be open to the Board to re-call the scholar at any time, whether or not the course for which he is sent has been completed, if he fails in his examination, or the reports regarding his progress are unsatisfactory, or he has taken to undesirable ways of life. In the case of such re-call the scholar shall be liable to pay to the Board all sums spent on him.
9. At least one month before the date of his return to Karnataka State/Board and within 7 days after such return the scholar shall intimate about his return to the Chief Engineer, Electricity (General), Bangalore/or the competent authority and also the Board to enable them to issue necessary posting order.
10. The scholar undertakes to serve the Board in such post, in such capacity and on such remuneration as the Board may, in its absolute discretion require him to do so, for a period of at least five years from the date of joining appointment after return.
11. In the event of breach of any of the aforesaid terms by the scholar, the scholar and the sureties do undertake jointly and severally to refund to the Board all amounts paid to scholar or expended on his account as scholarship, passage money, family allowance, salary and other allowances during the period of such study or training, leave salary, cost of fees, travelling and other expenses, cost of international travel and cost of training abroad met by the foreign government agency, and all other kinds of payments made to him from the time he leaves the State of Karnataka/Board for such study or training upto the period he returns to the State/Board together with interest prevailing/prescribed by the Reserve Bank of India per annum on such sums from the respective dates of payment.

12. It shall not be necessary for the Board to proceed against the scholar first by filing suit or initiating recovery proceedings before proceeding against the sureties or either of them.
13. The Board shall be at liberty to arrange the recovery of all sums due from the scholar and /or the sureties, through a Court of Law.
14. Any extension of time granted to the scholar or relaxation from any of the aforesaid foreign scholarship rules shall not release the sureties from their obligation under this bond or affect their liability in any manner.
15. The sureties hereby mortgage in favour of the Board the properties detailed hereunder by way of security for their liability under this bond. The sureties shall also be personally liable for their obligations under this bond should the mortgaged properties be insufficient to satisfy the dues of the Board.

OR

The scholar hereby mortgages in favour of the Board the properties detailed hereunder by way of security for his liability under this bond.

16. The Stamp and Registration fees, if payable on this bond, shall be borne by the Board.

SCHEDULE I

Properties mortgaged by the (First surety)
Shri.....

SCHEDULE II

Properties mortgaged by the (Second surety)
Shri.....

In witness where of the scholar and sureties have signed this deed in the presence of the following witnesses:

Witness	Scholar
1.	Surety
2.	Surety

SCHEDULE III

Properties mortgaged by the scholar
Shri.....

ANNEXURE - 'B'

This bond is executed in favour of Karnataka Electricity Board (hereinafter called the "Board") bySon of.....aged aboutresiding at(herein after called the "SCHOLAR" which term shall include his heirs and legal representatives).

AND Sri.....son ofaged aboutyears residing atand Shriaged about.....years residing at (hereinafter called "Sureties" which term shall include their heirs and legal representatives);

Whereas at his request the scholar has been granted leave under Regulation 15 of Appendix IX to the Karnataka Electricity Board Employee's Service Regulations for purposes of higher studies at his own expenses and has accordingly entered the(name of the college) for obtaining the degree of

Now, therefore, the scholar and sureties covenant as follows:-

1. The scholar shall be bound by the Regulations governing the grant of permission for prosecution of higher studies abroad as set out in Regulation 15 of Appendix IX to Karnataka Electricity Board Employees' Service Regulations.
2. The scholar shall prosecute his studies or training diligently.
3. After completion of the course, the scholar shall not take up another course of study or training to take up any employment, trade or profession, or occupation without the express permission of Board.
4. On completion of such course of study, the scholar shall return to Karnataka State/Board within reasonable time not exceeding one month from the date of completion of his course unless otherwise expressly permitted; and shall report himself to the Chief Engineer, Electricity (General)/ Other competent authority.
5. In the event of the scholar contracting an infectious disease requiring prolonged hospitalisation, he shall not forbid the medical advisers/attendants from communicating the nature and condition of disease to Indian Missions concerned or Board.
6. It shall be open to the Board to recall the scholar at any time whether or not the course which has taken up is completed, if he fails in his examination,

or the reports regarding his progress are unsatisfactory or he has taken to undesirable ways of life.

7. The scholar undertakes to serve the Board in such post, in such capacity and on such remuneration as the Board may, in its absolute discretion require him to do so, for a period of at least five years from the date of joining appointment after return.
8. In the event of breach of any of the aforesaid terms by the scholar, the scholar and the sureties do undertake jointly and severally to pay to Board a sum of Rs.5,000 or costs of substitute till the last day of the leave sanctioned to the scholar under Regulation of Karnataka Electricity Board Employees Service Regulations, whichever is more.
9. The scholar and the surety shall also be jointly and severally liable to the Board for the payments of any further amounts that may be granted to the scholar by the Board in order to enable him to prosecute his studies either with or without the consent or knowledge of the surety.
10. Any extension of time granted to the scholar or relaxation from any of the aforesaid terms or the Regulations shall not release the sureties from their obligation under this bond or affect their liability in any manner.
11. It shall not be necessary for the Board to proceed against the scholar by filing suit or initiating recovery proceedings before proceeding against the sureties or either of them.
12. The Board shall be at liberty to recover all sums due from the scholar and /or sureties through a Court of Law.

Schedule I
(properties
mortgaged by
1st surety)

Schedule II
(properties
mortgaged by
2nd surety)

Schedule III
(properties
mortgaged by
the scholar)

In witness whereof the scholar and the sureties have signed the deed in the presence of the following witnesses.

Witness

1.

2.

Scholar

Surety I

Surety II

ANNEXURE - 'C'

This bond is executed in favour of the Karnataka Electricity Board (hereinafter called the "Board") byson of aged about... years, now residing athereinafter called the "Scholar" which term shall include his heirs and legal representatives:

And theBank Ltd., (hereinafter called "Surety" which term shall include its liquidators and legal representatives)

Whereas at his request, the scholar has been granted a Scholarship/Fellowship/Grant/Study Leave Concession ofunder the Regulations forming Appendix IX to Karnataka Electricity Board Employees Service Regulations, regarding the facilities available for study or training outside India which they have read and understood;

And whereas at the request of the scholar and the surety the Board has agreed to accept the guarantee given by the surety instead of security of immovable property;

The scholar and the surety covenant as follows:

1. The scholar shall be bound by all the Regulations of the aforesaid Regulations forming Appendix IX to the Karnataka Electricity Board Employees Service Regulations and any modification thereof made by the Board from time to time.
2. This scholar shall prosecute his studies or training diligently.
3. The scholar shall join such Institutions or Company or Factory or Establishment and take up such course or courses as the Board may require him to do or may approve.
4. The scholar shall not, without the previous approval of the Board, take up the question of extension/variation of his training with the authorities responsible for training abroad either on his arrival in the country of training or during his stay in that country.
5. After completion of such course or training the scholar shall not take up another course of study or take up any employment, trade or profession, or occupation without the express permission of the Board.

6. On completion of the course of study, or training the scholar shall return to Karnataka State / Board within reasonable time not exceeding three months from the date of completion of his course, or training unless otherwise expressly permitted.
7. In the event of the scholar contracting an infectious disease prolonged hospitalisation, he shall not forbid the medical advisers/attendants from communicating the nature and condition of disease to Indian Missions concerned or the Board.
8. It shall be open to the Board to re-call the scholar at any time, whether or not the course for which he is sent has been completed, if he fails in his examination or the reports regarding his progress are unsatisfactory or he has taken to undesirable ways of life. In the case of such re-call the scholar shall be liable to pay to Board all sums spent on him.
9. At least one month before the date of his return to Karnataka State/ Board and within 7 days after such return the scholar shall intimate about his return to the Chief Engineer, Electricity (General), Bangalore/or the competent authority and also to the Board to enable them to issue necessary posting order.
10. The scholar undertakes to serve the Board in such post, in such capacity, and on such remuneration as the Board may, in its absolute discretion require him to do so, for a period of at least five years from the date of joining appointment after return.
11. In the event of breach of any of the aforesaid terms by the scholar, the scholar and the surety do undertake jointly and severally to refund to the Board all amounts paid to the scholar or expended on his account as scholarship, passage money, family allowance, salary and other allowances during the period of such study or training, leave salary, cost of fees, travelling and other expenses, cost of international travel and cost of training abroad met by the foreign government agency, and all other kinds of payments made to him from the time he leaves the State of Karnataka/Board for such study or training upto the period he returns to the State / Board together with interest prevailing/prescribed by the Reserve Bank of India per annum on such sums from the respective dates of payment.

12. It shall not be necessary for the Board to proceed against the scholar first by filing suit or initiating recovery proceedings before proceeding against the surety or either of them.

13. The Board shall be at liberty to arrange to recover all sums due from the scholar and/or the surety through a Court of Law.

14. Any extension of time granted to the scholar or relaxation from any of the aforesaid terms or the Regulations of the aforesaid foreign scholarship rules shall not release the surety from its obligation under this bond or affect its liability in any manner.

In witness whereof the scholar/and of the Bank, on its behalf have set their hands to this on.....

Witness;

1.

Scholar

2.

on behalf of the Bank
Surety

ANNEXURE - 'D'

*(When the security is furnished in the
Karnataka Government Savings Bank Pass-Book)*

KNOW ALL MEN BY THESE PRESENTS THAT

I,son ofaged aboutyears now residing at
.....(hereinafter called the 'Scholar' which term shall include his
heirs and legal representatives) is bound to Karnataka Electricity Board
(hereinafter called the 'Board')

Whereas I the said..... has been granted a Scholarship/Fellowship/
Grant/Study Leave Concession ofunder the Regulations forming
Appendix IX to the Karnataka Electricity Board Employees Service
Regulations, regarding the facilities available for study or training outside
India which I have read and understood;

AND WHEREAS at my request the Board has agreed to accept the
security of money deposited by me in the Karnataka Government Savings
Bank under Pass Book No.....ofTreasury instead of security of immovable
property;

NOW, THEREFORE, the conditions of this bond are as follows:

1. The scholar shall be bound by all the Regulations in the aforesaid
Regulations forming Appendix IX to the Karnataka Electricity Board
Employees Service Regulations and any modification thereof made by Board
from time to time.
2. The scholar shall prosecute his studies or training diligently.
3. The scholar shall join such institution or Company or Factory or
Establishment and take up such course as the Board may require him so to
do or may approve.
4. The scholar shall not, without the previous approval of the Board, take
up the question of extension/variation of his training with the authorities
responsible for his training abroad either on his arrival in the country of training
or during his stay in that country.

5. After completion of the course of training, the scholar shall not take up another course of study or training or take up any employment, trade or profession or occupation without the express permission of the Board.
6. In the event of scholar contracting an infectious disease requiring prolonged hospitalisation, he shall not forbid the medical advisers/attendants from communicating the nature and condition of disease to Indian mission concerned or the Board.
7. On completion of the course of study or training, the scholar shall return to Karnataka State/Board within reasonable time not exceeding three months from the date of completion of his course or training unless otherwise expressly permitted.
8. It shall be open to the Board to recall the scholar at any time, whether or not the course for which he is sent has been completed, if he fails in his examination, the reports regarding his progress are unsatisfactory or he has taken to undesirable ways of life. In the case of such recall, the scholar shall be liable to pay to the Board all sums spent on him.
9. At least one month before the date of his return to Karnataka State/Board and seven days of such return the scholar shall intimate about his return to the Chief Engineer, Electricity (General), Bangalore/or other competent authority and also to the Board, to enable them to issue necessary posting order. The scholar undertakes to serve the Board in such post, in such capacity and on such remuneration as the Board may, in its absolute discretion require him to do so, for a period of at least five years from the date of joining appointment after return.
10. In the event of breach of any of the aforesaid terms by the scholar, the scholar shall be bound to refund to the Board all amounts received by the scholar or expended on his account as scholarship, passage money, family allowance, salary and other allowances paid to him during the period of such study or travelling and other expenses cost of international travel and cost of training abroad met by the foreign government agency, and all other kinds of payments made to him from the time he leaves the State of Karnataka/Board for such study or training up to the period he returns to the State /Board

together with interest prevailing/prescribed by the Reserve Bank of India per annum on such sums from the respective dates of payment.

11. By way of security for the due performance of the terms of this bond, the scholar has deposited a sum of Rs..... in the Government Savings Bank Account No..... at..... Treasury and has herewith pledged and delivered the pass book therefor. In the event of breach of the terms of this bond, the Board shall be entitled, without prejudice to other remedies open to it, to recover the amounts under this bond from the aforesaid savings bank deposit.

Note:- The amount to be deposited shall be an amount equivalent to 12 times the pay of the post held by the employee at the time of his deputation abroad.

12. The Board shall also be entitled to arrange recovery of the monies due under this bond through a Court of Law.

Scholar,

On behalf of and under the directions
of the Board
(Person authorised should sign)

Witness:-

1.

2.