



DAKSHIN HARYANA BIJLI VITRAN NIGAM  
Office of the General Manager/Administration,  
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Memo No.Ch-56 /GM/Admn./Gen-59/Vol-III/H.O.-Bhiwani Dated: 01.02.2013

FAX-MESSAGE/E-mail

To

1. All C.G.Ms. in DHBVN.
2. All G.Ms. in DHBVN.
3. The C.G.M. (Accounts)/(Audit)/(Finance)/(Finance & Accounts (MM), DHBVN, Hisar.
4. The Company Secretary, DHBVN, Hisar.
5. The Chief Communication Officer, DHBVN, Hisar.
6. The Secretary/CGRF, DHBVN, Hisar.
7. All D.G.Ms. including DGM(T&M)/(Monitoring)/Estate Officer-cum-D.G.M. (Civil) in DHBVN
8. The D.G.M. (HR-I/HR-II/HR/ Legal) in DHBVN.
9. All the Law Officers/Assistant Law Officers in DHBVN.
10. All Sr. Medical Officer/Medical officers in DHBVN.
11. The Sports Officer, DHBVN, Hisar camp at Gurgaon.
12. All Sectional Heads at H.Q. at Hisar.

**Subject:- Prompt attendance of grievances of workers.**

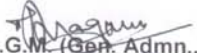
It has been observed by the management that the grievances of the workers are not attended promptly at various levels due to which the unions are forced to meet various higher officers including worthy CMD/DH & UH for Redressal of their grievances. It is also noticed that most of the grievances can be dealt with at the level of Xen/SE/CE. Moreover, the meetings with unions are normally unorganized which leads to waste of time of the representative of unions as well as officers.

The above issue was discussed in detail during the recent ORC meeting held on 14.01.2013 under the chairmanship of worthy CMD. It was decided during the ORC meeting that detailed guidelines will be issued in this regard by the SE/Admn., DHBVN, Hisar so that the meetings with unions are properly structured/organized in a way that it leads to prompt attendance of the grievances. Accordingly, the matter has been considered in detail and following general guidelines are issued for necessary compliance:-

- (i) The meeting of union's representatives will henceforth take place at the level of XEN concerned and not at SDO level.
- (ii) The CEs/SEs/XENs will take one meeting with concerned union every month and the dates will be intimated to the union 15 days in advance.
- (iii) The unions will give their demand in writing at least 7 days before the meeting so that necessary response of each demand can be prepared by the concerned wing and the issue is deliberated/ discussed properly in the meeting.
- (iv) In case any particular issue cannot be settled during a meeting, then a suitable time frame will be fixed for resolving the same and the same shall be adhered to as well.

- (v) Effort will be made by respective XEN/SE/CE to resolve most of the demands made by unions at their level. However, in case a decision is required at Management level/Govt. level than complete case for the same will be sent by respective CE to SE/Admn or SE/HR so that appropriate action can be initiated for resolving the issue at competent level.
- (vi) It will be ensured that a proper minutes of the every meeting are issued by concerned officer which must contain the name of officer (s)/unions representative (s) attending the meeting.
- (vii) Only the authorized representative of the union (s) will interact with concerned officer(s) and maximum number of union's representative (s) may be restricted to five so that everyone can be properly attended.

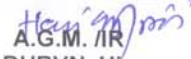
This issues with the approval of the Chairman & Managing Director, DHBVN, Hisar.

  
D.G.M. (Gen. Admn.),  
DHBVN, Hisar

Endst. No.Ch. 56/IGM/Admn./Gen-59/Vol-III/H.O.-Bhiwani Dated: 01.02.2013

A copy of the above is forwarded to the following for taking necessary action please.

1. Sh. Raj Singh Dahiya, President, HSEB Workers Union, HO Bhiwani OP/Circle, UHBVN, Sonepat Mob. 9416776219.
2. Sh. Bir Singh, General Secretary, HSEB Workers Union, HO Bhiwani O/o DGM/OP Divn., DHBVN, Mohindergarh Mobile No. 9466803121.
3. Sh. Kanwar Singh Yadav, Chief Organizer HSEB Workers Union, HO Bhiwani, HVPN Rewari Mobile No. 9416262073.
4. Sh. Devender Singh Hooda, President, OPH Colony, Q No.1, Type-III, HVPNL, Rohtak-124001,Haryana. Mob. No. 9416800096.
5. Sh. Subhash Lamba, General Secretary, #2799, Sector-3, Housing Board Colony, Ballabgarh Distt. Faridabad Mob. No. 09811329365.
6. Sh. Des Raj Saroy, State President, Haryana Power Corporations (HVPNL, HPGCL, UHBVN,DHBVN), # 403,Type-III, Thermal Colony, Panipat-132105, Mobile No. 09355084634.
7. Sh. S.L. Dahiya, Chairman, State President, Haryana Power Corporations (HVPNL, HPGCL, UHBVN, DHBVN) H.No.3621 Sector-3 Ballabgarh (Faridabad) Mobile No.09911222119.
8. Sh. R.S.Kataria, General Secretary, State President, Haryana Power Corporations (HVPNL, HPGCL, UHBVN, DHBVN),# 88, Type-IV, Vidyut Nagar, Hisar 125005 Mobile No. 09812452566.
9. Er. R.S. Dahiya, C.E(Retd.) President, Haryana Power Engineer's Association (Association of Engineers of HPGC, HVPN, UHBVN & DHBVN) [haryanapowerengineers@gmail.com](mailto:haryanapowerengineers@gmail.com) Mob. No.09466120033. E-mail [rsdahiyaahbvn@gmail.com](mailto:rsdahiyaahbvn@gmail.com).
10. Er. Daljit Singh, Xen, General Secretary, Haryana Power Engineer's Association (Association of Engineers of HPGC, HVPN, UHBVN & DHBVN) Mobile No.08059888451 E-mail [daljitsinghdhbvn@gmail.com](mailto:daljitsinghdhbvn@gmail.com)

  
A.G.M. (IR)  
DHBVN, Hisar

- CC:-
1. Sr. PS to the Chairman & Managing Director, DHBVN.
  2. PS to the Director (OP)/(Projects), DHBVN, Hisar.
  3. PA to the GM/Admn., DHBVN, Hisar.  
for information please.