

Madhya Pradesh Urja Vikas Nigam Limited



(A Govt. of M.P. Undertaking)
Regd. Office :- Urja Bhawan, Link Road No. 02
Shivaji Nagar, Bhopal (MP) - 462016
Website :- <https://www.mprenewable.nic.in>



No./F-UVN/2024/EST-02-268/32

Bhopal, Date: 10/02/2025

Advertisement for Direct Recruitment of Assistant Engineers in MP Urja Vikas Nigam Ltd. on Regular Basis

MP Urja Vikas Nigam Ltd. (MPUVNL), the leading company of Govt. of Madhya Pradesh, engaged in the field of Renewable Energy & Energy Conservation, working under the administrative control of New & Renewable Energy Department, GoMP, invites applications for selection and appointment of Assistant Engineers (Electrical/ Electrical & Electronics) on regular basis:-

S.No.	Post Name	Type of Post	Post Code	No. of Total Vacant Post						Post Reserved for Women (35%) Horizontal Reservation for Domicile of MP only					Post Reserved for Specially Abled (PWD) Horizontal Reservation for Domicile of MP only			
				UR	SC	ST	OBC	EWS	Total	UR	SC	ST	OBC	EWS	VI	HI	LD	MD
1	Assistant Engineer	Regular		02	02	01	01**	01	07	01	-	-	-	-	-	-	01*	-

*Backlog, **to be filled after decision of Hon'ble Court

Note :-

- MPUVNL reserves the right to increase or decrease the number of posts advertised for Assistant Engineers. The Nigam also reserves the right to fill or not to fill any of the vacancies, without issuing any further notice and without assigning any reason thereof, whatsoever.
- The start date for filling application form is 20.02.2025 and the last date for submission of application is 21.03.2025
- The above posts may vary as per requirement. The details regarding minimum qualification, age limit, application fees and other terms and conditions are available in detailed advertisement on company's website <https://www.mprenewable.nic.in>. Applicants may visit the link <https://www.iforms.mponline.gov.in> to submit the application form.

Managing Director
MP Urja Vikas Nigam Ltd.
Bhopal

- i. MPUVNL reserves the right to increase or decrease the number of posts advertised for Assistant Engineers as above, respective cadres listed above and also regarding that to fill up or not to fill up the advertised posts, without issuing any further notice and without assigning any reason thereof, whatsoever.
- ii. MP UrjaVikas Nigam Ltd. reserves the right to cancel the entire/ partial process of recruitment in respect of all or any of the advertised cadres at any stage and at any time without issuing any further notice and without assigning any reason thereof, whatsoever. No liability in this regard shall be borne by the Nigam.

Detailed Terms & Conditions for Recruitment:-

1. Minimum Educational & other Qualifications (Eligibility Criteria):-

S.No.	Post	Qualification
1	Assistant Engineer	The Candidate should have full time regular BE/B.Tech or AMIE degree in Electrical/ Electrical & Electronics Engineering from AICTE/UGC approved University/ Institute with minimum 65% marks (or equivalent CGPA) for UR/OBC category or 55% marks (or equivalent CGPA) for SC/ST/ Specially abled (PWD)/EWS* category of M.P. Domicile

***10% relaxation in qualifying marks to EWS category is as per GoMP. GAD memo No. C-3-8/2016/1/3 dated 22.09.2022 and is subjected to final decision of Hon'ble Supreme Court in petitions filed in this respect**

2. Age Limit:-

- 2.1 Age shall be reckoned as on 1 January 2025.
- 2.2 Minimum age limit is 21 years and maximum age limit for different categories shall be as under:-

S.No.	Applicant	Maximum age Limit for MP Domicile Applicants	Maximum age Limit for MP Non-Domicile Applicants
1	Male Applicants (Unreserved)	40 Years	40 Years
2	Female Applicants (Unreserved)	45 Years	
3	Male/Female Applicants (Govt./ Corporation/Board/Autonomous Institute employees and Home Guards)	45 Years	
4	Male/Female Applicants (Reserved Category SC/ST/OBC)	45 Years	
5	Male/Female Applicants (Reserved Category Govt./Corporation/Board/Years Autonomous Institute employees and Home Guards)	45 Years	
6	(Specially Abled) PWD Applicants	45 Years	

Age limit has been taken as per GoMP, GAD letter No. C-3-8/2016/1/3 Bhopal dated 04.07.2019

- 2.3 Date of Birth of the candidate as mentioned on the High School (10th)/Higher Secondary mark sheet/certificate, which clearly mentions the Date of Birth of the candidate shall only be considered.
- 2.4 Relaxation in age limit applicable to Govt. Corporation/ Board/Autonomous Institute employees and Home Guards, of GoMP, shall be admissible to such candidates only, who are in service continuously at the time of applying online and also at the time of Document Verification. After applying online, if he/she does not remain in the service due to resignation/termination or for any other reason at the time of Document Verification, then he/she will not get the benefit of relaxation in age limit applicable to Govt./Corporation/Board/ Autonomous Institute employees and Home Guards of GoMP.
- 2.5 Persons awarded with Vikram Award will be given a relaxation of 5 years in the maximum age as per GAD, GoMP Memo No. C-3/18/85/3/1 dated 03.09.1985.
- 2.6 Under the Inter-caste Marriage Promotion Scheme of the SC, ST and OBC Welfare Department, GoMP the upper caste members of the rewarded couples will get relaxation of 5 years in the upper age limit as per GAD, GOMP Memo No. C-3/10/85/3/1 dated 29.06.1985.
- 2.7 A candidate who is an Ex-Serviceman shall be allowed to deduct, from his age, the period of defense service previously rendered by him. Provided that the resultant age does not increase the upper age limit by more than 3 years.

Relaxation of age limit as mentioned above shall be applicable only on submission of relevant certificate issued by the competent authority.

3. How to apply:-

- 3.1 Application will be accepted online through MPOnline portal (iforms.mponline.gov.in) only. No manual/paper application or through any other mode will be entertained.
- 3.2 Read all the instructions available in this document and on MPOnline portal carefully and fill-in the application form correctly giving accurate information.
- 3.3 Candidates are required to upload the following documents, as applicable, with the online application form:
- a) High School (10th)/Higher Secondary mark sheet/certificate for proof of age.
 - b) Required essential qualification Mark sheet/Certificate.
 - c) M.P. Domicile certificate for candidates belonging to M.P. state.
 - d) Caste/Category certificate (SC/ST/OBC (NCL)/EWS)/ Income & Asset certificate/ Specially Abled (PWD) certificate (whichever is applicable) issued by competent authority of Govt. of M.P., for candidates belonging to state of M.P.
 - e) Ex-servicemen certificate issued by competent authority.
 - f) Candidates will be required to upload their latest photograph and signature during submission of online application form.
- 3.4 For any clarification regarding filling up of the application form, candidates may contact the Helpline number 0755-6720200.

4. Application Fee and other Charges:-

- 4.1 Application fee for Unreserved category candidates shall be Rs.1200/- and that for SC/ST/OBC(NCL)/EWS/Specially Abled (PWD) candidates of M.P. Domicile shall be Rs.600/-. The application fee is Non-Refundable.
- 4.2 Candidates shall have to pay the application fee and other charges online only (through Net Banking/ Debit card/Credit card/UPI), option for which will be available in the online application portal itself.
- 4.3 Bank transaction charges for online payment of Application fee and other charges, as applicable, will have to be borne by the candidates.
- 4.4 Application fee and other charges, as applicable, once paid shall neither be refunded in any circumstances nor can these be reserved for any other recruitment of selection. Candidates are, therefore, requested to verify their eligibility before paying the application fee and other charges.
- 4.5 More than one application should not be submitted by any candidate. In case of multiple applications for one post by any candidate, only the latest valid (completed) application of that candidate will be retained and application fee and other charges paid for the other multiple registration(s) will stand forfeited

5. SELECTION PROCESS:

- 5.1 Online application will be invited.
- 5.2 Online examination shall be conducted in the cities within the State of MP.
- 5.3 Any query/concern of the candidates related to any question(s)/answer key of the examination will be redressed through opening of Objection Management Portal/Link after 03-04 days from completion/last date of online examinations.
- 5.4 Selection shall be done on the basis of score obtained in online examination containing 100 Nos. Multiple Choice Questions (MCQs) of one mark each. The duration of online exam shall be two hours. There will be no negative marking. Scheme of examination and indicative syllabus for the respective post shall be notified separately.
- 5.5 If online examination is conducted in multiple shifts owing to large number of applicants to a particular post, normalization shall be applied for moderation of scores of candidates and for preparation of merit list.
- 5.6 If the Score of two or more candidates are same then determination of merit shall be as under:
- i. The older candidate shall be given preference as per date of birth.
 - ii. In case of same date of birth, preference will be given to candidates securing higher marks in the qualifying exam.
 - iii. In a situation when both the above conditions are same for more than one candidates, then preference will be given to securing higher marks in the Class 10th examination.

5.7 The validity of the merit/ waiting list shall be one year from the date of declaration of result of Online Examination/ CBT. However, the recruitment process may be closed for operation of waiting list by issuing specific order even before one year. After issuance of specific order of closure of the process, the claim of any candidate shall not be entertained.

5.8 **Cut-off marks in CBT-** Candidate belonging to Unreserved Category shall have to obtain minimum 40% marks in Online Examination/ CBT and candidate belonging to SC/ST/ OBC (Non Creamy Layer)/ EWS/ Specially Abled (PWD) category shall have to obtain minimum 30% marks in Online Examination/CBT.

5.9 **The posts reserved for Specially Abled (PWD) candidates shall be filled through a Walk in Procedure. Here Walk in Procedure implies that if an applicant possess requisite qualification and experience (if any) for the post reserved for Specially Abled (PWD) candidates, he/she shall be selected on the basis of merit of marks obtained in essential qualification as mentioned by him/her in online application and consequent successful verification of documents against posts reserved for specially abled (PWD) candidates (without appearing in Online examination-CBT). However candidates are advised to sit in Computer based examination as to secure their rights against unreserved post.**

If obtained marks of essential qualification of two or more Specially Abled (PWD) candidates are same then determination of merit shall be as under:

- i. The older candidate shall be given preference as per date of birth.
- ii. In case of same date of birth, preference will be given to candidates securing higher marks in the qualifying exam.
- iii. In a situation when both the above conditions are same for more than one candidates, then preference will be given to candidates securing higher marks in the Class 10th examination.

5.10 While preparing merit lists, a candidate who has applied as SC/ST/OBC (Non Creamy Layer)/ EWS category if qualifies on the same criteria as applicable for Unreserved (UR) category candidates and secures place in the merit list of UR category, he/she shall be adjusted against unreserved posts.

5.11 Shortlisted candidate shall be called for document verification by the company to which the candidate is allocated, based on the availability of vacancies.

6. **Online Examination/Computer Based Test (CBT):**

6.1 The Online Examination/CBT shall be conducted in various cities of Madhya Pradesh.

6.2 Candidates have to submit their choice for the Test Cities while filling details in online application form and no changes in any circumstances will be considered subsequently. Any test cities, other than those opted by the candidate, can also be allotted by the company. Decision of MPUVNL regarding allotment of the Test Cities and Test Centers shall be final.

6.3 MPUVNL reserves the right to cancel or add any Test City/Center depending on the response of the candidates for that area/Test city or for its administrative feasibility etc.

6.4 The Online examination/CBT shall be conducted at venues given in the respective Call letter/e-Admit card.

6.5 Possession and use of electronic devices/gadgets such as Mobile Phones, Micro Phone, or any other associated accessories, Log Tables, Pagers, Wrist Watch, Digital Diary. Book/ Notes etc. are strictly prohibited in the CBT Center/Test Center. If any candidate is found in possession of any of these devices and/or documents, his/her candidature shall be liable to be cancelled. As such the candidate should not bring any such devices and/or documents, etc., at the CBT Center. MPUVNL shall not be responsible for its safe custody/loss.

6.6 Consumption of Liquor or any other intoxicant is prohibited and any intoxicated candidate shall not be allowed to appear in the online examination/CBT.

7. **Reservation:-**

7.1 Posts be reserved for SC/ST/OBC (Non Creamy Layer)/EWS Category Candidates of MP Domicile as per roster as prescribed by GoMP vide Gazette notification no. 530 dated 24.12.2019. annexed with General Administration Department, GoMP letter no. 07-53-2019/आ/प्र/एक Bhopal Dated 04.01.2020. However, reservation of OBC shall be subjected to decisions/directions of Hon'ble Courts, time to time, in the matter of petitions pending therein.

7.2 The reservation based on Caste as per Madhya Pradesh LokSewa (AnusuchitJatiyon, AnusuchitJanjatiyonaur Anya PichhdeVargkeliyeAarakshan) Act 1994 and amendments made thereafter shall be applicable only for the candidates having caste certificate issued by SDO (Revenue) of Government of Madhya Pradesh.

7.3 Reservation for especially abled category (PWD) candidates of MP Domicile having disability 40% or above, shall be applicable on posts identified vide GoMP Notification no. 598 Dated 22. 11.2022.

7.4 Horizontal and compartment wise reservation will also be given to women candidates as per the permission granted for such reservation by MP Govt. to respective company The female candidates selected on the basis of merit will also be taken into account against this quota. In case of non-availability of eligible women candidates, the posts reserved for them will not be carry forwarded and will be filled by available male candidates of that category.

7.5 As per GoMP, GAD circular No. F 7-47/2016/आ.प्र./एक dated 01.01.2018, the candidates of Dheedar, Kahar, Bhoi, Kewat, Mallah, Nishad caste will not be given reservation under "Manjhi" schedule tribe category w.e.f. 11.11.2005

7.6 Reservation/Relaxation for SC/ST/OBC/EWS/PWD/Ex-Serviceman/Women shall be available for MP Domicile candidates only. Candidates from other states will be considered under Unreserved (UR)/General Category.

8. **Selection and Appointment:-**

Based on merit, provisional list of shortlisted candidates will be notified on the website. shortlisted candidates will be called for verification of documents. After Verification of documents,successful candidates may be appointed provisionally as Assistant Engineer.

9. **General Conditions Regarding Eligibility:-**

9.1 The candidate should be an Indian national.

- 9.2 The Candidates working in Government/Semi Government/ Public Sector organizations, satisfying the eligibility criterion, education and age, shall have to produce NOC at the time of document verification.
- 9.3 The Candidates already in job shall have to produce NOC/relieving order at the time of document verification. Such candidates shall submit a Self-Declaration at the time of joining stating that "No department proceedings/enquiries contemplated against him/her, at the time of joining and if it is found incorrect his/her candidature shall be rejected without assigning any reason there for and without any notice".
- 9.4 The Candidates, who have more than two surviving children and who have a third child born on or after 26.01.2001 is not eligible to apply unless twins are born after first child.
- 9.5 The Candidate must possess sound health and he/she is required to produce medical fitness certificate issued from District Medical Board before joining
- 9.6 The candidate who married before the minimum age fixed for marriage are not eligible to apply as per GoMP, Gazette notification dated 10.03.2000.
- 9.7 Provisions of GAD order No. C-3-17-96-3-1 Bhopal dated 25.10.96 shall also be applicable viz.- "No candidate shall be eligible for appointment to a service or post who has been convicted of an offence against women."

10. Probation:-

Probation period shall be for two years. The candidate shall be appointed in regular cadre after the successful completion of probation period. During the probation period salary will be provided as per MPUVNL rules. Training shall be provided during the probation and his/her performance shall be reviewed. In case, candidate fails to secure requisite Grade, his/her probation period shall be extended for the period of another one year. During the extended probation period, if the candidate fails to secure the requisite grade, his/her services shall be terminated at Nigam's discretion. Services rendered during probation shall be counted towards qualifying services for all matters.

11. Leave during Probation Period:

During the period of Probation the probationer will be eligible for leave as per rules. If duration of medical leave in one spell is more than 3 days, then medical certificate would be necessary. If additional leave availed (in the case of exigency), the matter shall be referred to Head of the Department (MD), who will be the final authority in granting special leave based on merit, which shall be 10 days at a stretch, without salary. Beyond this, it will be treated as leave without salary as well as probation will be extended for the same period.

In case the probationer absconds from the duty for more than ten days, he/she will be served a notice of termination. Unauthorized absence shall call for cancellation of candidature by serving final notice and action as stipulated in the Surety Bond.

12. Duties and Responsibilities during Probation Period:-

During probation period, the candidate may be posted on a regular vacant post. The probationer will have to submit a quarterly report in the format as may be prescribed for the training/knowledge he/she has acquired, to the Controlling Officer immediately

on completion of the month, who shall in turn submit the same, duly graded to Administrative In-charge for final evaluation of the candidate.

13. Service Agreement cum Surety Bond:

Bond amount and Validity of the bond- The candidate shall submit a Bond as per prescribed proforma on non-judicial stamp paper worth Rs.1000/-valid for a period of three years, for an amount of Rs 2,00,000/- (Rs. Two Lakh). The same shall be recoverable in case the candidate resigns during Bond validity period.

14. Rules and Regulations Regarding Conduct and Disciplinary Action:-

If a probationer, during the probation period is found to have indulged/be indulging in any misconduct, unlawful, fraudulent and undisciplined activities. it shall make the probationer unbecoming of the assignment and the same shall be punishable by the Competent Authority

(i) Penalty for minor misconduct:

- (a) Fine to the extent of one month's salary.
- (b) Recovery of the losses caused by the probationer and such losses shall be determined by the aforesaid "Competent Authority" which shall be final and binding upon the probationer.

AND/OR

Admonition which will be recorded in his record of engagement for the purpose of extension of probation/termination of probation.

- (C) These penalties can be imposed simultaneously or separately.

(ii) Major penalty:-

- (a) Termination of assignment of the probationer concerned besides civil action for recovery of civil liability such as bond amount.

15. Salary:-

After successful completion of probation they shall be fixed at level 12 of Pay matrix of Govt. of MP, 7th pay revision as per order of MPUVNL with initial pay of Rs. 56100/ in addition to this (basic pay) admissible Dearness allowance, HRA + others applicable allowances shall be paid as per MPUVNL rules, and during Probation Period salary will be as per MPUVNL rules/MP State govt. rules.

16. EPF:-

On appointment as Assistant Engineer, provision of contributory EPF as applicable to other existing employees of MPUVNL, shall be made applicable

17. Reference Check, Character Verification & Caste Verification:-

- 17.1 The initial admission to the probation and subsequent appointment will be subject to satisfactory verification of character and antecedents as well as a police verification report as per the Rules and Regulations. The candidate's appointment will be subject to satisfactory character verification report and on receipt of any adverse information the appointment will be liable to be terminated immediately. At the time of reporting the

candidate is required to submit Character Certificate attested by Gazetted officer in prescribed format. Till satisfactory verification, the appointment shall remain provisional.

- 17.2 In case of SC/ST/OBC (Non Creamy Layer)/EWS category candidates the appointment shall be subject to verification of caste/category certificate from competent authority in addition to character & antecedent verification. In case it is found that the caste/category is not covered under the reserved category as specified in schedule of M.P. or the caste/category certificate submitted is false/fake, the appointment of the candidate shall be revoked immediately and appropriate action shall be taken for submission of wrong information
- 17.3 For PWD candidates, the appointment shall be subject to satisfactory verification of disability as per GoMP, GAD circular No. F8-3/2013/आप/एक dated 17.07.2014.

18. Notice Period:-

During the probation either party can terminate the employment without assigning any reason whatsoever, by giving one month's notice or one month's stipend in lieu of notice, to the other party. Any leave/absence during notice period will extend the notice period accordingly. The Probationer shall also be liable to pay the applicable bond amount in case he/she terminates employment during the bond period.

19. Travelling/Daily Allowance:-

During the probation period, the probationer shall be entitled for Travelling/Daily Allowance, as per rules as applicable for the cadre he/she is selected, for official travel.

20. Exclusivity of Engagement: -

Whilst employed with the Nigam, the Assistant Engineer will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without the written permission of the Nigam. In case the Assistant Engineer is found to be in contravention of the provisions of this clause, then his/her appointment would be terminated without assigning any reasons thereof.

21 Confidential Information:-

- 21.1 The Assistant Engineer shall observe almost confidentiality and secrecy of any and all information received by him/her or entrusted to him/her in the course of his/her employment. He/She shall at all times, whether during or after the termination of employment, act with utmost integrity and not disclose or divulge any such information.
- 21.2 The Assistant Engineer hereby undertakes to the Nigam that he/she shall
- a) Use the Confidential information only for the purpose to perform the Services in the Nigam and not for any other purposes
 - b) Preserve the secrecy of any Confidential Information.
 - c) Return to the organization all documents or other materials containing Confidential Information (including copies thereof) on completion of purpose or separation whichever may be the case.

21.3 For purpose of this clause. Confidential Information shall mean any knowledge or information (whether oral, written, visual or otherwise, hard or soft copy) concerning the business, affairs, operations, assets, organization, dealings. Customers, employees, officers and financial matter of the Nigam and shall include without limitation, the report information, advice and recommendation (in whatever for an) contained in any feasibility studies valuation reports etc.

22. Documents Verification:-

The selected candidates are required to bring the following documents at the time of document verification:

a. Original Document and One Set of Self Certified Copies of:-

- (i) Mark sheet of full time B.E./B.Tech. or AMIE degree of all semesters/years.
 - (ii) 10th Board exam mark sheet as proof of date of birth.
 - (iii) 12th Board exam mark sheet.
 - (iv) Aadhar Card.
 - (v) MP Domicile (in case of candidate applying against reserved post).
 - (vi) Caste Certificate (issued by SDO, Revenue) of MP in case of applying against- SC/ST/OBC (Non-creamy-layer).
 - (vii) Medical disability certificate issued by Medical Board in case applying for PWD category applicable as per rules
 - (viii) Income Certificate of parents issued by Tehsildar (in case of candidate applying for OBC (Non-creamy layer) reserved stats).
 - (ix) Income and asset certificate of family issued by SDM/Tehsildar in the current Financial Year (In case of candidate applying for EWS category)
- b. NOC from present employer, if any.
 - c. Service Agreement-cum-Surety Bond as per prescribed format.
 - d. 4 copies of passport size photographs.
 - e. Character Certificate attested by any gazetted officer as per prescribed format.
 - f. Bio-data in the prescribed format.
 - g. Copy of address proof of candidate and surety.
 - h. The surety has to preferably be a Govt. Servant (proof of the same is required).
 - i. Photo ID proof of candidate and surety. (Aadhar/Passport / Driving license/ Voter ID/Bank passbook).
 - j. Medical fitness Certificate from the District Medical Board.
 - k. Nigam reserves the right to verify any documents like certificates, marksheets, score-cards, etc., submitted by the applicant. If any of the information given by the applicant is found to be incorrect, his/her candidature/ appointment will be cancelled at any stage of selection/appointment or thereafter.

23. No claim for appointment on higher post on the ground of higher qualification/ experience be entertained.

24. **Jurisdiction:-**

Any disputes arising out of selection process as well as service matters shall be dealt within the jurisdiction of courts for Nigam Head office, Bhopal.

25. **Tentative Schedule:-**

S.No.	Activity	Date
1.	Start Date of online registration and submission of online application form.	20-02-2025
2.	Last date of online registration and submission of online application form and application fee.	21-03-2025
3.	Time line for editing the submitted application form.	24-03-2025

Note:

- i. The above dates may be changed as per the requirement/ discretion of the Nigam.
- ii. The terms and conditions mentioned herein are subjected to modifications/change in case of adoption of new rules/regulations or amendment in current rules/regulations by the Nigam. Any claim in this matter will not be entertained.
- iii. The Nigam reserves the right to cancel entire/partial process of recruitment at any stage without assigning any reason thereof.

26. **Important:-**

- i. Candidate must read the Rule book thoroughly before applying for a post.
- ii. The candidate should ensure that he/ she fulfills the eligibility criteria and other norms for the post applied for, as mentioned in the advertisement.
- iii. The E-mail ID and Mobile Number entered by the candidate in his/her Online Application Form must remain valid for at least next one year. No change in the E-mail ID and Mobile Number of the candidate will be allowed once his/her online application is registered. All future correspondence with the candidate, if required, shall be done using this E-mail ID and Mobile Number.
- iv. The responsibility of submitting the correct, true and proper certificates/documents shall rest with the candidate.
- v. Any further Addendum/ Corrigendum/ update will be published on MPOne website link <https://www.iforms.mponline.gov.in> and MPUVNL's website <https://www.mprenewable.nic.in>.
- vi. It is in the interest of the candidates to visit the official website of MPOne /MPUVNL recurrently and to note the addendum/ corrigendum/ updates/ notices (if any) related to the recruitment process. MPUVNL does not owe any responsibility in this regard if any candidate fails to note latest updates; no claim shall be entertained in this regard.

- vii. The candidates should fill the online application form correctly in every respect and nothing should be concealed or withheld by them. If any information furnished by any candidate is found false at any stage, his/her candidature/appointment will be cancelled without any prior notice and legal action may also be taken.
- viii. Detailed instructions may also be referred at the time of filling Online Application Form.
- ix. Candidates, in their own interest are advised NOT TO WAIT TILL THE LAST DATE & TIME and register their application well before the last date. MPPKVCL shall not be held responsible if the candidates are not able to submit their applications due to any last minute rush
- x. Service Rules of MPUVNL, "Madhya Pradesh Urja Vikas Nigam Ltd ke Karmcharyon/ Adhikariyon ke Seva Bharti, Seva Sharten, Vargikaran aur Appeal Niyam- 1989" shall be Applicable with all amendments and amendments to be made in future. Final interpretation shall be that of Additional Chief Secretary/Principal Secretary/ Secretary, Government of M.P., New & Renewable Energy Department which shall be binding for all.

Managing Director,
M.P. UrjaVikas Nigam Ltd.
Bhopal



MADHYA PRADESH URJA VIKAS NIGAM LIMITED.



(A Govt. of M.P. Undertaking)
Regd. Office:-UrjaBhawan, Link Road No. 02
Shivaji Nagar, Bhopal (M.P.) – 462016
Website:- <https://www.mprenewable.nic.in>



RULE BOOK

General Terms and Conditions for Direct recruitment of Assistant Engineer on Regular Basis.

In this document, unless otherwise stated. 'Nigam' as and when used, shall mean M.P. UrjaVikas Nigam Ltd. (MPUVNL).

1. Minimum Educational Qualification:-

S.No.	Post	Qualification
1	Assistant Engineer	The Candidate should have full time regular BE/B.Tech or AMIE degree in Electrical/ Electrical & Electronics Engineering from AICTE/UGC approved University/ Institute with minimum 65% marks (or equivalent CGPA) for UR/OBC category or 55% marks (or equivalent CGPA) for SC/ST/ Specially abled (PWD)/EWS* category of M.P. Domicile

***10% relaxation in qualifying marks to EWS category is as per GoMP, GAD memo No. C-3-8/2016/1/3 dated 22.09.2022 and is subjected to final decision of Hon'ble Supreme Court in petitions filed in this respect.**

2. Age Limit:-

- 2.1 Age shall be reckoned as on 1 January 2025.
- 2.2 Minimum age limit is 21 years and maximum age limit for different categories shall be as under:-

S.No.	Applicant	Maximum age Limit for M.P. Domicile applicants	Maximum age Limit for Non MP Domicile applicants
1.	Male Applicants (Unreserved)	40 Years	40 Years
2.	Female Applicants (Unreserved)	45 Years	
3.	Male/Female Applicants (Govt. Corporation Board Autonomous Institute employees and Home Guard)	45 Years	

4.	Male/Female Applicants (Reserved Category - SC/ ST/OBC)	45 Years	
5.	Male/Female Applicants (Reserved Category - Govt. Corporation Board Autonomous Institute employees and Home Guards)	45 Years	
6.	(Specially Abled) PWD Applicants	45 Years	

Age limit has been taken as per GoMP, GAD letter No. C-3-8/2016/1/3 Bhopal dated 04.07.2019

- 2.3 Date of Birth of the candidate as mentioned on the High School (10th)/Higher Secondary mark sheet/certificate, which clearly mentions the Date of Birth of the candidate shall only be considered.
- 2.4 Relaxation in age limit applicable to Govt. Corporation/ Board/Autonomous Institute employees and Home Guards, of GoMP, shall be admissible to such candidates only, who are in service continuously at the time of applying online and also at the time of Document Verification. After applying online, if he/she does not remain in the service due to resignation/termination or for any other reason at the time of Document Verification, then he/she will not get the benefit of relaxation in age limit applicable to Govt./Corporation/Board/ Autonomous Institute employees and Home Guards of GoMP.
- 2.5 Persons awarded with Vikram Award will be given a relaxation of 5 years in the maximum age as per GAD, GoMP Memo No. C-3/18/85/3/1 dated 03.09.1985.
- 2.6 Under the Inter-caste Marriage Promotion Scheme of the SC, ST and OBC Welfare Department, GoMP the upper caste members of the rewarded couples will get relaxation of 5 years in the upper age limit as per GAD, GOMP Memo No. C-3/10/85/3/1 dated 29.06.1985.
- 2.7 A candidate who is an Ex-Serviceman shall be allowed to deduct, from his age, the period of defense service previously rendered by him. Provided that the resultant age does not increase the upper age limit by more than 3 years.
- 2.8 In compliance of order dated 08.02.2022 in WP No. 2108/2022 by Principal Seat of Court Jabalpur, candidate of EWS category shall be given age relaxation as applicable to other reserved category i.e. SC ST OBC etc. However, the same shall be subjected final outcome of the petition.

Relaxation of age limit as mentioned above shall be applicable only on submission of relevant certificate issued by the competent authority.

3. Application Fee and Other Charges:-

Application fee for Unreserved category candidates shall be Rs.1200/- and that for SC/ST/OBC(NCL)/EWS/Specially Abled (PWD) candidates of M.P. Domicile shall be Rs.600/-. The application fee is Non-Refundable.

4. SELECTION PROCESS:

4.1 Online application will be invited.

4.2 Online examination shall be conducted in the cities within the State of MP.

4.3 Any query/concern of the candidates related to any question(s)/answer key of the examination will be redressed through opening of Objection Management Portal/Link after 03-04 days from completion/last date of online examinations.

4.4 Selection shall be done on the basis of score obtained in online examination containing 100 Nos. Multiple Choice Questions (MCQs) of one mark each. The duration of online exam shall be two hours. There will be no negative marking. Scheme of examination and indicative syllabus for the respective post shall be notified separately.

4.5 If online examination is conducted in multiple shifts owing to large number of applicants to a particular post, normalization shall be applied for moderation of scores of candidates and for preparation of merit list.

4.6 If the Score of two or more candidates are same then determination of merit shall be as under:

i The older candidate shall be given preference as per date of birth.

ii. In case of same date of birth, preference will be given to candidates securing higher marks in the qualifying exam.

iii. In a situation when both the above conditions are same for more than one candidates, then preference will be given to securing higher marks in the Class 10th examination.

4.7 The validity of the merit/ waiting list shall be one year from the date of declaration of result of Online Examination/ CBT. However, the recruitment process may be closed for operation of waiting list by issuing specific order even before one year. After issuance of specific order of closure of the process, the claim of any candidate shall not be entertained.

4.8 **Cut-off marks in CBT-** Candidate belonging to Unreserved Category shall have to obtain minimum 40% marks in Online Examination/ CBT and candidate belonging to SC/ST/ OBC (Non Creamy Layer)/ EWS/ Specially Abled (PWD) category shall have to obtain minimum 30% marks in Online Examination/CBT.

4.9 The posts reserved for Specially Abled (PWD) candidates shall be filled through a Walk in Procedure. Here Walk in Procedure implies that if an applicant possess requisite qualification and experience (if any) for the post reserved for Specially Abled (PWD) candidates, he/she shall be selected on the basis of merit of marks obtained in essential qualification as mentioned by him/her in online application and consequent successful verification of documents against posts reserved for specially abled (PWD) candidates (without appearing in Online examination-CBT). However candidates are advised to sit in Computer based examination as to secure their rights against unreserved post.

If obtained marks of essential qualification of two or more Specially Abled (PWD) candidates are same then determination of merit shall be as under:

i. The older candidate shall be given preference as per date of birth.

ii. In case of same date of birth, preference will be given to candidates securing higher marks in the qualifying exam.

iii. In a situation when both the above conditions are same for more than one candidates, then preference will be given to candidates securing higher marks in the Class 10th examination.

4.10 While preparing merit lists, a candidate who has applied as SC/ST/OBC (Non Creamy Layer)/ EWS category if qualifies on the same criteria as applicable for Unreserved (UR) category candidates and secures place in the merit list of UR category, he/she shall be adjusted against unreserved posts.

4.11 Shortlisted candidate shall be called for document verification by the company to which the candidate is allocated, based on the availability of vacancies.

5. Online Examination/Computer Based Test (CBT):

5.1 The Online Examination/CBT shall be conducted in various cities of Madhya Pradesh.

5.2 Candidates have to submit their choice for the Test Cities while filling details in online application form and no changes in any circumstances will be considered subsequently. Any test cities, other than those opted by the candidate, can also be allotted by the company. Decision of MPUVNL regarding allotment of the Test Cities and Test Centers shall be final.

5.3 MPUVNL reserves the right to cancel or add any Test City/Center depending on the response of the candidates for that area/Test city or for its administrative feasibility etc.

5.4 The Online examination/CBT shall be conducted at venues given in the respective Call letter/e-Admit card.

5.5 Possession and use of electronic devices/gadgets such as Mobile Phones, Micro Phone, or any other associated accessories, Log Tables, Pagers, Wrist Watch, Digital Diary, Book/ Notes etc. are strictly prohibited in the CBT Center/Test Center. If any candidate is found in possession of any of these devices and/or documents, his/her candidature shall be liable to be cancelled. As such the candidate should not bring any such devices and/or documents, etc., at the CBT Center. MPUVNL shall not be responsible for its safe custody/loss.

5.6 Consumption of Liquor or any other intoxicant is prohibited and any intoxicated candidate shall not be allowed to appear in the online examination/CBT.

6. Reservation:-

6.1 Posts be reserved for SC/ST/OBC (Non Creamy Layer)/EWS Category Candidates of MP Domicile as per roster as prescribed by GoMP vide Gazette notification no. 530 dated 24.12.2019. annexed with General Administration Department, GoMP letter no. 07-53-2019/आ/प्र/एक Bhopal Dated 04.01.2020. However, reservation of OBC shall be subjected to decisions/directions of Hon'ble Courts, time to time, in the matter of petitions pending therein.

6.2 The reservation based on Caste as per Madhya Pradesh LokSewa (AnusuchitJatiyon, AnusuchitJanjatiyonaur Anya PichhdeVargkeliyeAarakshan) Act 1994 and amendments made thereafter shall be applicable only for the candidates having caste certificate issued by SDO (Revenue) of Government of Madhya Pradesh.

- 6.3 Reservation for especially abled category (PWD) candidates of MP Domicile having disability 40% or above, shall be applicable on posts identified vide GoMP Notification no. 598 Dated 22. 11.2022.
- 6.4 Horizontal and compartment wise reservation will also be given to women candidates as per the permission granted for such reservation by MP Govt. to respective company The female candidates selected on the basis of merit will also be taken into account against this quota. In case of non-availability of eligible women candidates, the posts reserved for them will not be carry forwarded and will be filled by available male candidates of that category.
- 6.5 As per GoMP, GAD circular No. F 7-47/2016/आ.प्र./एक dated 01.01.2018, the candidates of Dhevar, Kahar, Bhoi, Kewat, Mallah, Nishad caste will not be given reservation under "Manjhi" schedule tribe category w.e.f. 11.11.2005
- 6.6 Reservation/Relaxation for SC/ST/OBC/EWS/PWD/Ex-Serviceman/Women shall be available for MP Domicile candidates only. Candidates from other states will be considered under Unreserved (UR)/General Category.
- 6.7 If any amendment regarding reservation in reference to Direct Recruitment is made by GoMP before the declaration of results then the applicable amendment will be followed.
- 6.8 All reservation and relaxation of age limit are in accordance with the Rules of the State ofMP, therefore reservation and relaxation in age limit shall only be applicable for candidates having domicile of Madhya Pradesh. Candidates belonging to the reserved category As(SC/ST/OBC/EWS/PWD/Ex-serviceman/Female) of other states will be considered as Unreserved. (As per provisions in General Administration Department, GoMP Letter No. 969/1197/2012/AP/A, dated 06.08.2012).

7. **Selection and Appointment:-**

Based on merit, provisional list of shortlisted candidates will be notified on the website. shortlisted candidates will be called for verification of documents. After Verification of documents, successful candidates may be appointed provisionally as Assistant Engineer.

8. **General Conditions Regarding Eligibility:-**

- 8.1 The candidate should be an Indian national.
- 8.2 The Candidates working in Government/Semi Government/ Public Sector organizations, satisfying the eligibility criterion, education and age, shall haveto produce NOC at the time of document verification.
- 8.3 The Candidates already in job shall have to produce NOC/relieving order at thetime of document verification Such candidates shall submit a Self-Declaration at the time of joining stating that "No department proceedings/enquiries contemplated against him/her, at the time of joining and if it is found incorrect his/her candidature shall be rejected without assigning any reason there forand without any notice".
- 8.4 The Candidates, who have more than two surviving children and who have a third child born on or after 26.01.2001 is not eligible to apply unless twins areborn after first child.
- 8.5 The Candidate must possess sound health and he/she is required to produce medical fitness certificate issued from District Medical Board before joining

- 8.6 The candidate who married before the minimum age fixed for marriage are not eligible to apply as per GoMP, Gazette notification dated 10.03.2000.
- 8.7 Provisions of GAD order No. C-3-17-96-3-1 Bhopal dated 25.10.96 shall also be applicable viz.- "No candidate shall be eligible for appointment to a service or post who has been convicted of an offence against women."
- 8.8 The OBC (Non-Creams Layers candidate shall have Income certificate as per applicable rules issued by competent authority not below the rank of Tehsildar.
- 8.9 The candidates belonging to Economically Weaker Section (EWS) shall have to submit income and asset certificate for last financial year issued by the officer not below the rank of Tehsildar of Government of MP.
- 8.10 The criteria for availing the benefit of reservation of EWS will be as per GAD, GOMP letter No. F-07-11/2019/आ.प्र./एक Bhopal dated 02.07.2019, No. 1-07-11/2019 आ.प्र./एक Bhopal dated 18.07.2019 and No. F-07-11/2019/आ.प्र./एक Bhopal dated 22.11.2019.
- 8.11 The SC/ST/OBC(NCL) candidate shall have to submit caste certificate issued by the competent authority as authorized by Govt of MP.
- 8.12 The PWD candidate shall have to submit medical certificate issued by the competent authority District Medical Board as authorized by Govt of MP.

9. Probation:-

Probation period shall be for two years. The candidate shall be appointed in regular cadre after the successful completion of probation period. During the probation period salary will be provided as per MPUVNL rules. Training shall be provided during the probation and his/her performance shall be reviewed. In case, candidate fails to secure requisite Grade, his/her probation period shall be extended for the period of another one year. During the extended probation period, if the candidate fails to secure the requisite grade, his/her services shall be terminated at Nigam's discretion. Services rendered during probation shall be counted towards qualifying services for all matters.

10. Leave during Probation Period

During the period of Probation the probationer will be eligible for leave as per rules. If duration of medical leave in one spell is more than 3 days, then medical certificate would be necessary. If additional leave availed (in the case of exigency), the matter shall be referred to Head of the Department (MD), who will be the final authority in granting special leave based on merit, which shall be 10 days at a stretch, without salary. Beyond this, it will be treated as leave without salary as well as probation will be extended for the same period.

In case the probationer absconds from the duty for more than ten days, he/she will be served a notice of termination. Unauthorized absence shall call for cancellation of candidature by serving final notice and action as stipulated in the Surety Bond.

11. Duties and Responsibilities during Probation Period:-

During probation period, the candidate may be posted on a regular vacant post. The probationer will have to submit a quarterly report in the format as may be prescribed for the training/knowledge he/she has acquired, to the Controlling Officer immediately on completion of the month, who shall in turn submit the same, duly graded to Administrative In-charge for final evaluation of the candidate.

12. Service Agreement cum Surety Bond

Bond amount and Validity of the bond- The candidate shall submit a Bond as per prescribed proforma on non-judicial stamp paper worth Rs.1000/-valid for a period of three years, for an amount of Rs 2,00,000/- (Rs. Two Lakh). The same shall be recoverable in case the candidate resigns during Bond validity period.

13. Rules and Regulations Regarding Conduct and Disciplinary Action:-

If a probationer, during the probation period is found to have indulged/be indulging in any misconduct, unlawful, fraudulent and undisciplined activities. it shall make the probationer unbecoming of the assignment and the same shall be punishable by the Competent Authority

(i) Penalty for minor misconduct:

- (a) Fine to the extent of one month's salary.
- (b) Recovery of the losses caused by the probationer and such losses shall be determined by the aforesaid "Competent Authority" which shall be final and binding upon the probationer.

AND/OR

Admonition which will be recorded in his record of engagement for the purpose of extension of probation/termination of probation.

- (C) These penalties can be imposed simultaneously or separately.

(ii) Major penalty:-

- (a) Termination of assignment of the probationer concerned besides civil action for recovery of civil liability such as bond amount.

14. Salary:-

After successful completion of probation they shall be fixed at level 12 of Pay matrix of Govt. of MP, 7th pay revision as per order of MPUVNL with initial pay of Rs. 56100/ in addition to this (basic pay) admissible Dearness allowance, HRA + others applicable allowances shall be paid as per MPUVNL rules, and during Probation Period salary will be as per MPUVNL rules/MP State govt. rules.

15. EPF:-

On appointment as Assistant Engineer, provision of contributory EPF as applicable to other existing employees of MPUVNL, shall be made applicable

16. Reference Check, Character Verification & Caste Verification:-

- 16.1 The initial admission to the probation and subsequent appointment will be subject to satisfactory verification of character and antecedents as well as a police verification report as per the Rules and Regulations. The candidate's appointment will be subject to satisfactory character verification report and on receipt of any adverse information the appointment will be liable to be terminated immediately. At the time of reporting the candidate is required to submit Character Certificate attested by Gazetted officer in prescribed format. Till satisfactory verification, the appointment shall remain provisional.
- 16.2 In case of SC/ST/OBC (Non Creamy Layer)/EWS category candidates the appointment shall be subject to verification of caste/category certificate from competent authority in addition to character & antecedent verification. In case it is found that the caste/category is not covered under the reserved category as specified in schedule of M.P. or the caste/category certificate submitted is false/fake, the appointment of the candidate shall be revoked immediately and appropriate action shall be taken for submission of wrong information
- 16.3 For PWD candidates, the appointment shall be subject to satisfactory verification of disability as per GoMP, GAD circular No. F8-3/2013/आप/एक dated 17.07.2014.

17. Notice Period

During the probation either party can terminate the employment without assigning any reason whatsoever, by giving one month's notice or one month's stipend in lieu of notice, to the other party. Any leave/absence during notice period will extend the notice period accordingly. The Probationer shall also be liable to pay the applicable bond amount in case he/she terminates employment during the bond period.

18. Time period for document verification:-

- 18.1 The shortlisted candidates will be called for verification of documents. Minimum 15 days time will be given for document verification. If a candidate does not come for document verification on stipulated date his/her candidature may be rejected and his/her name may not be considered for further allotment in waiting list. After verification of documents, successful candidates may be appointed provisionally as Assistant Engineer.
- 18.2 Validity of Merit List will be one year from the date of declaration of result. Waiting list shall be prepared as per the requirement of the company. However, the recruitment process can be closed for operation of waiting list by issuing specific order even before one year. After issue of specific order of closure of process the claim of any candidate shall not be entertained.

19. Jurisdiction:-

Any disputes arising out of selection process as well as service matters shall be dealt within the jurisdiction of courts for Nigam Head office, Bhopal.

20. The Nigam reserves the right to cancel the entire/partial process of recruitment at any stage without assigning any reason thereof.

21. Service Rules of MPUVNL, "Madhya Pradesh Urja Vikas Nigam Ltd. Ke Karmcharyon Adhikariyon ke Seva Bharti, Seva Sharten Vargikaran aur Appeal Niyam- 1989" shall be Applicable with all amendments and amendments to be made in future. Final interpretation shall be that of Additional Chief Secretary/Principal Secretary/Secretary, Government of M.P., New & Renewable Energy Department which shall be binding for all.
22. Details of abbreviations for the various posts shall be as follows:
- UR- UNRESERVED (includes Candidates under General Category or SC/ST/OBC/EWS candidates from outside Madhya Pradesh.
 - SC- SCHEDULED CASTES.
 - ST- SCHEDULED TRIBES.
 - OBC- OTHER BACKWARD CLASSES (NON CREAMY LAYER).
 - EWS- ECONOMICALLY WEAKER SECTIONS.
 - PWD-SPECIALLY ABLED CANDIDATES.
 - VI- includes blindness and low vision.
 - HI- includes deaf and hard of hearing.
 - LD- includes locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.
 - MD- includes autism, intellectual disability, specific learning disability and mental illness and multiple disabilities.

Note: The terms and conditions mentioned herein are subject to modification/change in case of adoption of new rules/regulations or amendment in current rules/regulations by the MPUVNL. In case of any inconsistency or conflict between provisions of the rule book and the advertisement, the decision of the MD, MPUVNL shall prevail and be final. Furthermore, in case of any ambiguity or uncertainty of any clause, provision or rule etc., the interpretation of the MD, MPUVNL shall be conclusive and binding.

Managing Director
M.P. UrjaVikas Nigam Ltd.
Bhopal (M.P.)

