HESCO

HYDERABAD ELECTRIC SUPPLY COMPANY

HESCO Performance Management Policy-2022

Amended upto April, 2026

(Approved by the Board of Directors HESCO)

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HYDERABAD ELECTRIC SUPPLY COMPANY
WAPDA OFFICES COMPLEX, FATIMA JINNAH ROAD HUSSAINABAD HYDERABAD
OFFICE OF THE CHIEF EXECUTIVE OFFICER HESCO HYDERABAD
Phone:022-9260161

No.CEO/HESCO/HRAD/M(HR)/A9/811-23 Dated: 22/04/2026

OFFICE ORDER

In pursuance of the decision of the Board of Directors HESCO made in its 269th meeting held on 08th April, 2026, conveyed by Company Secretary vide Extract of the draft minutes of meeting No. HESCO/BoD/CS/Notifications/Vol.III//707/573-76 dated. 13th April, 2026, the HESCO Promotion Policy-2022 stands amended to the following extent for all intents and purposes:

1. Clause 1(4)(1)(m) (Conditions for Deferment) .....Addition
2. Clause 1(15) (Training).....Amendment
3. Clause 1(19) (Constitution of Selection & Promotion Boards).....Addition
4. Clause 1(20) (Boards Recommendations).....Addition
5. Clause 1(21) (Approving Authority for recommendation of SB& PB)...Addition
6. Clause 4 (Review of Policy).....Addition

This is issued with the approval of Chief Executive Officer.

Tanveer Abdullah
Chief HR & CP Officer

Cc to:

- Chief Financial Officer HESCO, Hyderabad.
- Chief Human Resource & Career Planning Officer HESCO, Hyderabad.
- Chief Legal Officer, HESCO, Hyderabad.
- Chief Engineer (Operation) HESCO, Hyderabad.
- Chief Commercial Officer, HESCO, Hyderabad.
- Chief Engineer (Development) PMU, HESCO, Hyderabad.
- Chief Engineer (Technical) HESCO, Hyderabad.
- Chief Engineer O&M (T&G) HESCO, Hyderabad.
- Chief Engineer (Technical Services) HESCO, Hyderabad.
- Company Secretary HESCO, Hyderabad.
- Manager (Admn) & TMP, HESCO, Hyderabad.
- PSO to CEO HESCO, Hyderabad.
- Master File.

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HYDERABAD ELECTRIC SUPPLY COMPANY

Office of the Company Secretary HESCO

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HESCO Headquarters, 3rd floor, Room No.301,
WAPDA Offices Complex, Hussainabad, Hyderabad

No. HESCO/BoD/CS/Notifications/Vol.III/706/**569-72** Date: **13th April, 2026**

Sub: EXTRACT OF THE DRAFT MINUTES OF 269TH MEETING OF BOARD OF DIRECTORS HESCO HELD ON WEDNESDAY, THE 08TH APRIL, 2026.

Extract of the Board Resolution/Decision in the captioned BoD meeting, which was duly convened and where proper quorum was present, is reproduced as under for information and further necessary action, please:

Item No.	Agenda Item No.5
Item Contents:	**AMENDMENTS IN HESCO PROMOTION POLICY-2022**
Board Resolution:	Further to the decision taken in 267th Meeting of Board held on 05.03.2026, the Board, considered the recommendations of management Committee constituted to review the HESCO Performance Management Policy-2022, and further modification / review by Chief HR and Career Planning Officer, HESCO, as submitted, **RESOLVED** to approve the amendments / additional provisions in the HESCO Performance Management Policy (Revised-2026) to the following affect:

Sr. No.	Description	Clause	Existing	Amendment
1.	Condition for Deferment	Clause-4 j	As recorded in HESCO Performance Management Policy-2022	Status quo maintained, as in existing HESCO Performance Management Policy-2022
2.	Deduction of marks on minor penalties	Schedule-II 3-B	03 marks for each minor penalty	
3.	Mandatory Trainings	Addl. Provision	--	All management trainings must be completed before submission of promotion cases. Officers nominated for a 'Technical Course' at WEA Faisalabad may still be considered, but promotion notifications shall be issued only after successful completion of the course.
4.	Board Recommendations	-do-	--	Recommendations of the Promotion / Selection / Senior Selection Board shall be considered valid and effective with the presence in the meeting and signatures of at least 75% of members, including the Convener.
5.	Audit Para(s)	-do-	--	Clearance of outstanding audit paras wherein responsibility has been fixed on the concerned officer shall be a pre-requisite for promotion to the next higher grade.

HYDERABAD ELECTRIC SUPPLY COMPANY LTD. ★ HESCO HQ ★ COMPANY SECRETARY

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HYDERABAD ELECTRIC SUPPLY COMPANY

Office of the Company Secretary HESCO

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	6.	Constitution of Promotion / Selection Board (BPS-17 to BPS-18) and BPS-18 to BPS-19	-do-	--	Constitution of a combined Promotion / Selection Board for considering promotions and Time Scale Upgradations (TSU) from BPS-17 to BPS-18 and from BPS-18 to BPS-19, with the following composition: i) Chief Executive Officer, Convener ii) GM Technical / CTO, Member iii) GM Operations / COO, Member iv) Chief Commercial Officer, Member v) Chief Financial Officer, Member vi) Chief HR & CPO (DG HR & Admn if slot of CHR&CPO is lying vacant), Member vii) Chief Legal Officer, Member viii) Manager (HR), Secretary CEO shall have the authority to nominate any additional member(s) as deemed appropriate, or to designate an alternate in the absence of any member listed above.
	7.	Approving Authority for recommendations of Selection / Promotion / Upgradation Boards	-do-	--	CEO shall be the competent / approving authority for both promotions and TSU from BPS-17 to BPS-18, and BPS-18 to BPS-19.
	8.	Review of Policy	-do-	--	The prerogative to review this policy rests with BoD HESCO

The detailed Discussions / Decisions are contained in the draft minutes which are subject to confirmation in coming BoD meeting(s).

13/04/2026

Manjhee Khan
Company Secretary

HYDERABAD ELECTRIC SUPPLY COMPANY LTD. HESCO HQ COMPANY SECRETARY

DISTRIBUTION:

1. The Ex-Officio Members of the HESCO Board.
2. The Chief Executive Officer, HESCO.
3. The Chief HR & Career Planning Officer, HESCO.
4. The Section Officer (CA-I), Ministry of Energy (Power Division), Islamabad.

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HESCO HYDERABAD ELECTRIC SUPPLY COMPANY HYDERABAD
OFFICE OF THE COMPANY SECRETARY HESCO
3RD FLOOR ROOM NO.301 WAPDA OFFICES COMPLEX HUSSAINABAD HYDERABAD
Phone No.022-9260017, Email: Secretary.hesco@gmail.com

No.HESCO/BOD/CS/ 5074-79

Date 31-12-2021.

BOARD RESOLUTION

SUBJECT: ADOPTION OF POLICIES DULY RECOMMENDED BY NLC & HR COMMITTEE MEETING.

The Board in its 204th meeting held on 26.11.2021 vide agenda #04, resolved and agreed to adopt the following 17 number of. polices and referred back the other 11 Nos. polices mentioned in the following table to the Nomination and Legal Committee with the direction that the adopted polices be re-reviewed again within 3- months maximum and updated version be placed before the Board through HR Committee. The polices initially be examined by the departmental committee under the convenorship of HR & Admn Director with Addl. DG (Legal) and Manager (Legal) MIRAD (Mr. Manjhee Khan) as Members with a co-opted member as deemed appropriate by the committee.

Policies Adopted by the Board	Policies referred back
1. Service Rules. 2. Anti-Harassment Policy. 3. Disciplinary Policy. 4. Employees Code of Conduct Policy. 5. Employees Grievance and Redressal Policy. 6. Employment Policy. 7. Learning and Development Policy. 8. Performance Management Policy / Performance Evaluation System / Seniority Policy. 9. Transfer Posting Policy. 10. HRIS supported automated office notification. 11. HRIS Profile Locking System Online Scholarship Form, Vacancy Statement ^ Future Retirement Report. 12. Online House Acquisition Information. 13. Deputation Policy. 14. Collaborative Office Management system. 15. Online attendance management and leave approvals. 16. Regulatory Monitoring System. 17. Business SMS system	1. Compensation Policy. 2. Health Policy. 3. Vehicle Management System 4. Travel Management System. 5. Tender and invoice monitoring system 6. Fixed Assets System. 7. SOP on prohibition of encashment of cheque 8. SOP for Temporary Advances 9. SOP for reconciliation of dismantled tower material with newly issued material for rehabilitation. 10. SOP for material given to contractors on loan basis 11. SOP for disposal of

31/12/2021

(FAHEEMULLAH MEMON)
COMPANY SECRETARY
HESCO

Copy to:

1. Chairman Board of Directors HESCO Hyderabad for kind information.
2. Chief Executive Officer HESCO Hyderabad.
3. D.G HR&Admin HESCO Hyderabad.
4. Chief Financial Officer HESCO Hyderabad.
5. Manager (Legal & Labour) HESCO Hyderabad.
6. Master file.

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HESCO PERFORMANCE MANAGEMENT POLICY-2022

Amended up to April, 2026

Policy Title: (1) Promotion Policy

Scope: All Regular employees of all grades from BPS-1 to 20 & above.

Policy Description: To ensure merit-based promotion process in the company.

Procedure: The Promotion Policy is a comprehensive criterion, based on tangible service portfolio comprising the C.R Dossiers, Training(s) evaluations and assessment of the Selection Board for Promotion / Deferment / Supersession. The criterion is capable to produce Objective Comparison for inter-se performance amongst the officers on the panel of candidates for promotion.

I. FEATURES OF THE PROMOTION POLICY

1. CONSIDERATION BY THE SSB, SB AND PB

(a) The Senior Selection Board (SSB) or Selection / Promotion Boards (SB/PB), as the case may be, shall consider an officer for promotion in order of seniority and in accordance with this policy or the Service Rules or the criteria specified for promotion to the particular post. Senior Selection Boards for promotion & upgradation at **Annex-A**

(b) While making consideration under (a) above, the SSB, SB or PB, as the case may be, shall follow the provisions of this policy and guidelines set out in **Schedule-I** to this policy.

(c) Subject to availability of a post for the time being reserved for promotion, an officer shall be considered for promotion and after such consideration, he/she shall be recommended for:

(i) promotion; or
(ii) appointment on acting charge basis; or
(iii) deferment; or
(iv) supersession.

(d) The consideration as well as recommendation of an officer for acting charge appointment shall be made in accordance with the manner of consideration of an officer for promotion.

2. APPROVAL OF RECOMMENDATIONS BY THE APPOINTING AUTHORITY

(a) The recommendations made by the SSB, SB or PB shall have no effect unless approved by the appointing authority concerned.
(b) In case an officer is recommended for promotion by the SSB, SB or PB conditionally and such recommendations have been approved by the appointing authority, the promotion of such officer shall be notified after the required conditions are fulfilled.

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(c) The appointing authority shall have the powers to approve or reject or remand back the recommendations of the SSB, SB or PB.

(d) In case of rejection or remand back of any particular recommendations, the appointing authority shall record reasons for doing so.

(e) Recommendations of the SSB, SB or PB duly approved by the appointing authority if not actualized shall lapse after one year reckoned from the date of such approval by the appointing authority and such cases shall require resubmission for consideration by the SSB, SB or PB concerned, provided that the delay in such actualization is attributable to the officer recommended for promotion.

3. ELIGIBILITY CRITERIA FOR CONSIDERATION FOR PROMOTION

The eligibility criteria for consideration for promotion shall be as under: -

(a) Fulfillment of prescribed minimum length of service for promotion to various respective higher scales as mentioned in Service Rules. Provided that the conditions as specified in Schedule-II shall apply in general, while calculating the length of service of the officer for his / her promotion.

(b) Satisfactory completion of mandatory training(s).

(c) Possessing qualification / experience and other conditions prescribed in the relevant Service Rules.

(d) fulfillment of other terms and conditions for the time being in force.

(e) An officer superseded earlier shall be considered after earning Performance Evaluation Report (PER) for one full year. For example, an officer superseded on the basis of his / her PER(s) upto 2020, will become eligible for consideration after earning PER for 2021.

4. CONDITIONS FOR DEFERMENT

(1) On consideration of promotion in order of seniority, an officer shall be recommended for deferment, for not conforming to at-least any of the following reasons: -

(a) the officer does not meet the eligibility criteria as mentioned above.

(b) the officer has not undergone the prescribed training (where applicable).

(c) non-submission of PERs by the concerned officer to his Reporting Officer(s).

(d) where the Board considers the record as incomplete in any respect.

(e) where the Board wants to further watch the performance of the officer for any other reason to be recorded in writing. Provided that the period of performance to be watched under this clause shall not exceed twelve months.

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(f) If disciplinary or departmental proceedings are pending against officer. Provided that this clause shall not be applicable in cases, where on the date of consideration of the officer for promotion, such proceedings are pending for more than a year and the delay has not been caused by any reason attributable to the officer.

(g) If the officer is for a period of not less than one year on deputation to a foreign government, private organization or international agency irrespective of whether it is located abroad or within the country.

(h) the officer is availing ex-Pakistan leave including extra ordinary leave or study leave as well as similar leave within Pakistan for a period of not less than one year.

(i) the officers who have availed ex-Pakistan leave including extra-ordinary leave or study leave as well as similar leave within Pakistan for a period of not less than one year and have not earned one full year PER on return from such leave.

(j) an enquiry, investigation, case or a reference is pending against any officer in Anti-Corruption Establishment, Federal Investigation Agency, National Accountability Bureau or such other organization by whatever name called for. Provided that this clause shall not be applicable in such cases, where on the date of consideration of the officer for promotion, such an enquiry, investigation, case or reference is pending against him/her for more than three years and the delay has not been caused by any reason attributable to the officer.

(k) the officer has not submitted his / her annual declaration of assets forms for the last five years.

(l) there is any other reason as recorded in writing by the SSB, SB or PB as the case may be.

*(m) Pendency of audit para(s).

(2) In case an officer is deferred from promotion but subsequently approved for promotion, the officer will regain his / her seniority with his / her original batch, however, date of promotion will remain the same on which officer was actually promoted.

5. CONDITIONS FOR SUPERSESSION

(1) An officer shall be recommended for supersession if;

(a) the officer does not meet the requisite threshold score prescribed for promotion to the particular grade.

(b) the officer has not passed Departmental Promotion Examination (Wherever applicable) in due chances as per SOP (Training Courses & Promotion Exams) March 2005 or as amended from time to time.

* Amendment approved by BoD in its 269th meeting conveyed by Company Secretary vide Extract of draft minutes No HESCO/BOD/CS/Notification/Vol-III/707/373-76 dated 13.04.2026

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(c) subject to the provisions of rule 18 the officer fails thrice for any reason to attend the mandatory training. Or

(d) there is any reason, which shall be recorded in writing by the SSB, SB or PB as the case may be.

(2) The officer superseded for want of passing Departmental Promotion Examination (DPE) in due chances will be considered as a normal candidate in the next promotion board.

(3) In case of supersession, officer will lose seniority vis-à-vis his / her juniors, approved for promotion in the same board.

(4) A superseded officer will not lose eligibility for consideration; no matter how many times officer is superseded.

6. CONSIDERATION OF PROMOTION IN CASE SENIORITY IS SUB-JUDICE

(a) An officer who seniority is sub-judice may be considered for promotion subject to final outcome of the court case.

(b) The promotion if approved shall be considered a temporary promotion and the juniors so promoted on the basis of a sub-judice seniority shall be assigned seniority as per final court orders and in case no vacancy remains available in the cadre, the junior most shall be reverted to lower post or grade, as the case may be.

7. CONSIDERATION OF PROMOTION OF OFFICERS WHO WERE DEFERRED / SUPERSEDED

(a) An officer deferred, except under 1(4)(1)(e), shall be considered for promotion again after the reason on the basis of which the deferment took place ceases to exist.

(b) The officer falling in the category mentioned in 1(4)(1)(h) & (i) shall be considered for promotion only on return and earning at least one PER for full one year before consideration for promotion.

(c) The one full year PER means the report of twelve complete months inclusive of period spent on mandatory training Provided that if an officer has not earned PER for complete one year (twelve months) and has earned only part PER in that year for reasons beyond his/her control, then his/her special report for the period of deficiency, earned subsequently shall be taken into account to complete the twelve months requirement for the purpose.

(d) In a case where an officer has returned from deputation abroad or joined after availing leave of one year or more but no PER is due in the present grade, his/her overall PER grading for the previous grade shall be counted for the purpose of quantification in the present grade. Provided that only such cases shall be covered under this clause wherein an officer after such return from deputation abroad or leave has served for a period of one complete year

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reckoned from the date the officer assumes duty after such return till the date of holding the meeting of the SSB, SB or PB as the case may be. Provided further that in such cases a satisfactory special report of the officer in present basic scale shall invariably be required but the same shall not be quantified under any circumstances.

(e) An officer, once superseded for promotion shall be eligible for reconsideration only after he/she earns one more PER of one full year.

8. CONSIDERATION FOR PROMOTION OF EMPLOYEES WHO ARE ON DEPUTATION ABROAD

(a) Promotion of an officer on deputation to an international agency or foreign government abroad or within the country for a period not less than one year shall only be considered after the officer resumes duty on his/her cadre post.

(b) Before consideration for promotion all employees upon his / her return from deputation shall be required to earn PER for period mentioned in column (3) of the table below in relation to period of deputation as mentioned in column (2) of the table, namely;

S. No.	Period of deputation	Minimum period of PER
(1)	(2)	(3)
1.	One year	Three complete months
2.	Between one to three years	Six complete months
3.	Above three years	Twelve complete months

(c) In case the period of deputation is less than one year, the officer shall be considered for promotion but the officer shall actualize his/her promotion on return from such a deputation on a cadre post.

(d) Evaluation Reports of officers for the period they remain on deputation to the foreign Govt. / International Agencies etc. will not be called and the work and performance of such employees will be quantified as 'Very Good' as long as they continue to work in these organizations.

(e) An officer on local deputation will be considered for promotion by the respective Promotion / Selection Board in accordance with his / her position in the seniority list and also with reference to the work and conduct / PERs in the borrowing department. The PERs during local deputation will be written on the PER performa in vogue in Companies. The actual promotion will take place only when the officer rejoins.

9. CONSIDERATION FOR PROMOTION OF OFFICERS WHO ARE ON LEAVE

(a) An officer having availed or availing ex-Pakistan leave or leave within Pakistan including extra ordinary leave or study leave shall be considered for promotion by the Board, provided such leave is less than one year. However,

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on approval of recommendation of promotion by the appointing authority, the promotion shall be actualized on return from leave.

(b) An officer having availed or availing ex-Pakistan leave or leave within Pakistan including extra ordinary leave or study leave for a period not less than one year shall be required to earn a PER for one full year after the officer joins back. Provided that the training period and the training evaluation report (TER) shall be included for the purpose of computation of twelve complete months period and evaluation. Provided further that one full year shall start from the date the officer joins back. Provided further that officers availing scholarships after a competitive process and through Technical Assistance Program shall only be required to produce the evidence of successful completion of the course and the provision of sub rule b of rule 9 shall not apply to such cases.

10. RESERVATION OF VACANCIES

In case of deferment of seniors, particularly in small cadres, the Board may, as it deems fit, recommend to reserve a vacancy or vacancies for future promotions in the cadre for reasons to be recorded in writing.

11. PROMOTION TO VARIOUS POSTS

(a) The posts in BPS-19 and above shall be selection posts, while the posts in BPS-18 shall be non-Selection posts.

(b) For selection posts, PERs and TERs shall be given due importance as prescribed under this policy. Dossier and collective judgment of the Board shall also be taken into account.

(c) Promotion from BPS-17 to BPS-18 posts, shall be on seniority-cum-fitness, based on PERs score, passing of DPE and successful completion of training courses.

12. EFFICIENCY INDEX FOR PROMOTION, DEFERMENT AND SUPERSESSION

The minimum threshold of marks for promotion to various basic pay scales mentioned in column (2) of the table below shall be as mentioned in column (3) of that table, namely

S. No.	Basic Pay Scale	Aggregate marks of efficiency index
(1)	(2)	(3)
1.	BPS-17 to BPS-18	60
2.	BPS-18 to BPS-19	65
3.	BPS-19 to BPS-20	70
4.	CEs/DGs/Equivalent to GMs	75

13. PANEL OF OFFICERS PER VACANCY

(a) A panel consisting of a minimum of two officers per vacancy shall be submitted for consideration of the SSB, SB or PB depending on availability of the eligible officers in the cadre.

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(b) The panel of officers shall be in addition to cases of officers superseded in previous meetings of the SSB, SB or PB.

14. QUANTIFICATION OF PERS, TRAINING EVALUATION REPORTS AND SSB, SB AND PB EVALUATION

(a) For the purpose of consideration by the Board, PERs shall be quantified in accordance with the formula as set out in Schedule-III.

(b) For the purpose of promotion to BPS-18, all PERs in BPS-17 shall be quantified. The marks as mentioned in column (3) of the table in (14)(c)(ii) below shall be allocated for quantification of PERs, Training evaluation report and Board's evaluation as mentioned in column (2) of the table. Training Evaluation Report and Board's Evaluation shall be worked out as mentioned in (14)(c)(iii), (iv) & (v) below.

(c) For the purpose of promotion to the posts in BPS-19 and above, the following quantification method shall be followed, namely:

(i) PERs in respect of two preceding BPS or the last fifteen years whichever is more shall be quantified. If the service of an officer in present and previous BPS is less than fifteen years then the deficiency shall be met by taking into account the PERs of next lower BPS, which shall be bracketed with the PERs of preceding BPS. Quantification of PERs relating to present and previous BPS will have a ratio of 60%:40%.

(ii) the marks mentioned in column (3) of the table below shall be allocated for quantification of PERs, Training evaluation report and Board's evaluation as mentioned in column (2) of the table, namely

S. No.	Factor	Marks
(1)	(2)	(3)
1.	Quantification of PERs	40%
2.	Training Evaluation Reports (TERs)	30%
3.	Evaluation by SSB, SB and PB	30%
4.	**Total**	**100%**

(iii) the objective assessment form as set out in Schedule-IV to this policy shall be placed before the Board along with panel proforma of every officer for objective evaluation. The Board shall assess each officer on the panel on the basis of parameters and attributes as given in the respective objective assessment form for promotion.

(iv) the Board shall apply its collective judgment to determine the fitness for promotion to selection posts as per parameters given in the objective assessment form and shall award marks to an officer and place him in category A, B or C in accordance with the classification given in the following table, namely:

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Category	Marks
(1)	(2)
A	21 to 30
B	11 to 20
C	01 to 10

(v) in case, if an officer is exempted from one or both trainings on the basis of attaining a certain age as given in clause 17 his / her training score for the respective training or trainings shall be placed at the disposal of the SSB, Sb or PB as the case may be, and

(vi) in case, an officer has been appointed in the cadre in the present scale, his / her PERs of the present scale shall be given the total weightage assigned to the PERs in the Table under clause (ii).

*15. TRAININGS

All management trainings, mentioned in column (3) of the table below, must be completed before submission of promotion cases. However, officers nominated for *"Technical Courses"* at WEA Faisalabad may still be considered, but promotion notification shall be issued only after successful completion of the course.

S. No.	For promotion from	Name of Course
(1)	(2)	(3)
1.	BPS-17 to BPS-18	a. Management Induction Course (MIC) (for officers directly inducted in BPS-17, to be exempted if not undergone within two years from date of induction). b. Junior Management Course (JMC) c. Sector Specific Course (SSC)/Technical course (for Engineers)
2.	BPS-18 to BPS-19	a. Middle Management Course (MMC) b. Refresher Course (for Engineers)
3.	BPS-19 to BPS-20	a. Senior Management Course (SMC) b. Refresher Course (for Engineers)
4.	CEs/DGs/Equivalent to GMs	Refresher Courses.

16. TRAINING EVALUATION REPORTS

(a) A total thirty marks shall be allocated to the last two Management Training Evaluation Reports (18 marks @ 60% for the management training in the present scale and 12 marks @ 40% for the management training in the previous scale).

(b) In case of promotion to BPS-18, calculation shall be made out of 30 marks for Junior Management Course.

* Amendment approved by BoD in its 26th meeting conveyed by Company Secretary vide Extract of draft minutes No HESCO/BOD/CS/Notification/Vol-III/707/573-76 dated 13.04.2026

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(c) In case of promotion as GM, calculation shall be made as in case for promotion from BPS-19 to BPS-20 as no management course is mandatory for promotion as GM.

(d) Evaluation of Reports from the training institutions shall be worked out as set out in Schedule-V.

17. EXEMPTION FROM MANDATORY TRAINING

Subject to provision of clause (5)(1)(c), an officer who is likely to retire within two years from service on attaining the age of superannuation shall be exempted from the mandatory training.

18. DECLINING TO PROCEED ON MANDATORY TRAINING

(a) The concerned department / Company may make a request for deferment from training of an officer only once.

(b) Any relaxation in this regard shall require specific approval of Chairman BoD concerned.

*19. CONSTITUTION OF PROMOTION / SELECTION BOARD (BPS-17 TO BPS-18 AND BPS-18 TO BPS-19)

The composition of Promotion / Selection Board for considering promotions and Time Scale Upgradations (TSU) from BPS-17 to BPS-18 and from BPS-18 to BPS-19 is as under:

i)	Chief Executive Officer	Convenor
ii)	GM/Chief Engineer (Technical)	Member
iii)	GM/Chief Engineer (Operations)	Member
iv)	Chief Commercial Officer	Member
v)	Chief Financial Officer	Member
vi)	Chief HR & CPO (DG HR & Admn if slot of CHR&CPO is lying vacant)	Member
vii)	Chief Legal Officer	Member
viii)	Manager (HR)	Secretary

The Chief Executive Officer shall have the authority to nominate any additional member(s) as deemed appropriate, or to designate an alternate in the absence of any member listed above.

*20. BOARD RECOMMENDATIONS

Recommendations of the Promotion/Selection /Senior Selection Board shall be considered valid and effective with the presence in the meeting and signatures of at least 75% of members, including the Convenor.

* Amendment approved by BoD in its 266th meeting conveyed by Company Secretary vide Extract of draft minutes No. HESCO/BOD/CS/Notification/Vol-III/707/373-76 dated 13.04.2026

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*21. **APPROVING AUTHORITY FOR RECOMMENDATIONS OF SELECTION / PROMOTION / UPGRADATION BOARDS**

The CEO HESCO shall be the competent / approving authority for both promotions and TSU from BPS-17 to BPS-18, and BPS-18 to BPS-19.

2. **COMMUNICATION OF REASONS OF DEFERMENT**

The officer deferred or superseded shall, immediately after the recommendations of the SSB, SB and PB have been approved by the respective appointing authority, invariably be informed about the reasons of their deferment and supersessions.

3. **RESPONSIBILITIES OF THE CM CELL**

While forwarding proposals for consideration of SSB, SB and PB, the CM Cell shall follow the guidelines as set out in Schedule-VI to this policy.

*4. **REVIEW OF POLICY**

The prerogative to review this policy rests with Board of Directors HESCO.

Nasir Ali Khan
Manager HR

Board of Directors Approved HESCO Performance Management Policy-2022 in its 204th meeting conveyed by Company Secretary vide Board Resolution No. HESCO/BOD/CS/5074-79 Dated. 31-12-2021.

Amendment approved by BoD in its 269th meeting conveyed by Company Secretary vide Extract of draft minutes No. HESCO/BOD/CS/Notification/Vol-III/707/573-76 dated. 13.04.2026.

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