

CRITERIA & CONDITIONS FOR EMPANELMENT OF CONCILIATORS ON BHEL PANEL OF CONCILIATORS, PROFORMA FOR APPLICATION AND DECLARATION TO BE SUBMITTED BY DESIROUS PERSONS FOR EMPANELMENT AS A CONCILIATOR ON BHEL PANEL OF CONCILIATORS, FORMAT 6 OF BHEL CONCILIATION SCHEME, 2018 FOR DECLARATION TO BE GIVEN BY APPLICANTS FOR EMPANELMENT AS CONCILIATORS AND BRIEF PROCEDURE FOR CONDUCTING CONCILIATION PROCEEDINGS

“A Conciliation Scheme has been introduced in BHEL for amicable resolution of Disputes between BHEL on one hand and its vendors/suppliers etc., or as the case may be, its customers/collaborators/consortium partners etc. on the other hand, by way of Conciliation to be conducted as per Part-III of the Arbitration & Conciliation Act, 1996 and as per the provisions contained in the BHEL Conciliation Scheme, 2018.

In view of the above, BHEL invites applications from interested persons for empanelment as Conciliators on the BHEL Panel of Conciliators for conducting conciliation proceedings. The empanelled Conciliators when assigned with a case for Conciliation shall be called as Independent Expert Committee (IEC).

The criteria and conditions for empanelment as Conciliator on the BHEL Panel of Conciliators are as follows:

- 1. The persons to be empanelled as Conciliators should be from commercial / technical / engineering / financial / legal / administrative fields etc.*
- 2. The Panel/List, may include following:*
 - a) Retired Senior Officers of Central/State Governments (Not lesser than the rank of Joint Secretary to Government of India);*
 - b) Former Functional or Independent Directors of other Public Sector Undertakings.*
 - c) Retired Senior Officials of other Public Sector Undertakings (pay scale wise equivalent to or more than E-8 level of BHEL) i.e. a retired officer/executive of a Public Sector Enterprise other than BHEL who at the time of retirement from the Public Sector Enterprise held the designation of General Manager (E-8) or more in the pay scale of at least Rs 51,300/- to Rs 73,000/- as revised from time to time).*

d) Other suitable persons having experience of not less than 25 years in relevant fields viz., commercial / technical / engineering / financial / legal / administrative fields.

Note: No serving or a retired employee of BHEL/Administrative Ministry of BHEL should be included in the Panel of Conciliators.

3. The Panel shall be for the entire Company. The empanelled persons should be persons of unquestionable integrity and good public standing. A declaration would be taken from the persons to be considered for empanelment as Conciliators stating that during their service no penalty had been imposed on them in any disciplinary proceedings against them or no criminal proceedings involving moral turpitude are either pending or decided against them. The empanelled persons would be obliged to forthwith intimate to BHEL initiation of any such case and/or imposition of penalty against them during the period of continuance of their empanelment.
4. The List/ Panel shall be updated from time to time based on request for empanelment received from eligible persons in writing. Mere fulfilment of the criteria for empanelment as aforesaid and submission of request for empanelment shall not entitle any person to any right to be empanelled.

The empanelment of Conciliators on BHEL's panel of Conciliators shall be done with approval of a Committee comprising of 3 Functional Directors [viz. Director (Finance), Director (E,R&D) and Director (HR)] headed by Director (HR).

5. The panel shall be drawn giving details of the age, qualifications, professional and technical experiences in different fields etc. of the Conciliators.
6. Empanelment by itself will not entitle any person to claim either any fees, or privilege or benefit of any kind whatsoever or for being selected as an IEC or member of IEC in any case or at all.
7. The aforementioned Committee of 3 Functional Directors comprising of Director (Finance), Director (E,R&D) and Director (HR) headed by Director (HR) may add to or delete the name of any Conciliator from the Panel from time to time.
8. Director (HR) may also review the performance of the Conciliator (s) on the panel of conciliators, if required, after every three years.
9. BHEL reserves its rights to make modifications to the criteria and conditions for empanelment of Conciliators and the Procedure for Conduct of the Conciliation Proceedings as enumerated in the BHEL Conciliation Scheme, 2018 at any time at its sole discretion for any reason whatsoever as deemed fit and such change will become applicable to the Conciliators on the BHEL Panel of Conciliators as per the approval of the Competent Authority.”

PROFORMA FOR APPLICATION AND DECLARATION TO BE SUBMITTED BY DESIROUS PERSONS FOR EMPANELMENT AS A CONCILIATOR ON BHEL PANEL OF CONCILIATORS

1. Name: _____
2. Father's name: _____
3. Date of birth: _____
4. PAN no. (compulsory): _____(enclose copy)
5. Contact details: Address: _____ Phone. _____ Mobile: _____ Email: _____(This information will be used to contact you. Any change in these details shall be informed by you to BHEL immediately)
6. Educational /Professional /Other qualification: (Enclose self-attested copy of certificates / Degrees / Diplomas etc.) (Additional sheets may be used, if required)

Sl No.	Name of degree (commencing from graduation)	Name of College /University/Institute etc.	From	To	Subjects

7. Experience and employment details: (Enclose self-attested copy of the employment/experience certificates issued by Employers, Certificate of Practice issued by Bar Councils etc.) (Additional sheets may be used, if required)

Sl No.	Employer Details	From	To	Designation	Scale of Pay	Nature of Duties/Work (Also include particulars of specialisation, if any)	Membership details of professional bodies (like Arbitration Councils, Boards), if any

8. Remarks (if any): _____

(Name and Signature of the Applicant)

DECLARATION

I have carefully perused the Criteria and Conditions for Empanelment as Conciliator on the BHEL's Panel of Conciliators as well as the Brief Procedure for Conduct of Conciliation Proceedings as available on BHEL's official website i.e., www.bhel.com and confirm that that I accept the same and agree to be bound by the same. I understand and agree that BHEL will be free to make modifications to the criteria and conditions for empanelment of Conciliators and the Procedure for Conduct of the Conciliation Proceedings as enumerated in the BHEL Conciliation Scheme, 2018 at any time at its sole discretion for any reason whatsoever as deemed fit and such change will become applicable to me as per the approval of the Competent Authority of BHEL and thereupon, I shall be bound by such modified Criteria and Conditions for Empanelment as Conciliator on the BHEL's Panel of Conciliators as well as the Brief Procedure for Conduct of Conciliation Proceedings.

I confirm that the above information as well as the information contained in Format 6 hereto is true and correct to the best of my knowledge. I also confirm that I have never been employed in BHEL or its administrative Ministry till date. I undertake that if there is any change in the information provided in this application or in the Format 6, then, I shall forthwith inform BHEL regarding the same.

I also agree that if at any stage the said information is found or discovered to be untrue or incorrect or inaccurate in any respect, then, BHEL will be free to take appropriate action including, but without limitation to, deletion of my name from the BHEL Panel of Conciliators without any notice.

(Name and Signature of the Applicant)

Date:

Place:

FORMAT 6 TO
BHEL CONCILIATION SCHEME, 2018

DECLARATION TO BE SUBMITTED BY PERSONS PROPOSED
TO BE EMPANELLED ON BHEL PANEL OF CONCILIATORS

I, (Name, Fathers Name, Age, Resident of, Occupation) _____ hereby declare and affirm that during my service period no penalty had been imposed on me in any disciplinary proceedings against me or no criminal proceedings involving moral turpitude are either pending or decided against me.

Further, I undertake to intimate to BHEL forthwith regarding initiation of any such case and/or imposition of penalty against me during the period of continuance of my empanelment as Conciliator on BHEL Panel of Conciliators.

(NAME OF APPLICANT)

DATED:

PLACE: