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ADMINISTRATIVE CIRCULAR NO.548 DATE 09.08.2024

Sub: Revision of existing pay scales prescribed for the various categories of posts whose minimum of existing pay scale is Rs. 81,695/- per month and above also prescribing the method of fixation of pay in the revised pay-scales, payment of arrears, etc.

The revision of existing pay scales for various categories was due w.e.f. 01.04.2023 and the issue regarding revision of pay scales for the employees in the rank of Executive Engineer and above whose minimum pay scale is Rs.81,695/- and above was under consideration.

Now, the Board of Directors under its resolution no. MSPGCL/CS/Cir Resln-112 Dtd 07.08.2024 has taken the following decision in the matter of revision of pay scales, method of fixation of pay, payment of arrears in the respect of Senior Officers of the rank of Executive Engineers, equivalent and above, whose minimum of existing pay scale is Rs.81,695/- per month and above.

2. The existing pay scales indicated in Column No. 3 of the table of below: (In force under Administrative Circular No. 451 dated 05.10.2019 shall be revised, with retrospective effect from 01.04.2023, as specified in column No. 4 thereof respectively.

Sr. No.	Category of Posts	Existing Pay Scales	Revised Pay Scales
1	2	3	4
1	E.E/System Analyst/ Dy.CFO/ Exe. Chemist/ Sr.Mgr. (F&A)/ Sr.Business Analysist/ Dy CIRO/APRO & Equivalent	81695-3145-97420- 3570-175960	97220-3745-115945- 4250-209445
2	Asst. General Manager (HR)/F&A & Equivalent	86460-3570-104310- 3980-191870	102890-4250- 124140-4740-228420
3	Suptdg. Engineer/Dy GM (HR/IT)/Medical Supdtg, PRO, Supdtg Chemist & Equivalent	92380-3980-112280- 4405-204785	109935-4740- 133635-5245-243780
4	Dy. Chief Engineer / General Manager (HR/F&A/IT)/CIRO/Fire Advisor & CFO & Equivalent	105035-4610-215675	124995-5490-256755
5	Chief Engineer/CGM (HR/F&A)/Chief Legal Advisor/Company Secretary/Environment Advisor & Equivalent	118195-5025-228745	140655-5980-272215
6	ED (HR)/(Operations)/(Projects) & Equivalent	125895-5540-242235	149820-6595-288315

Note:- The terms 'Equivalent' in the above table implies all officers whose existing pay – scales are the same.

- 3. The details regarding method of fixation of pay in the revised pay scales, payments of arrears, etc. are embodied in the Annexure 'A' & Annexure 'C-I' to 'C-VI' and option Form as per Annexure 'B' enclosed to this Administrative Circular.
- 4. Further, the payment of arrears due to revision of pay scales accruing w.e.f. 01.04.2023 shall be paid in 3 (Three) installments in the following manner:-

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- a) First Installment:- 1st installments of arrears period from April-2023 to August -2023 shall be paid to the employees in the month of October- 2024.
- b) Second & Third Installment:- 2nd installments of arrears from September -2023 to January-2024 shall be paid to the employees in the month of March-2025 & 3rd installments of arrears from February-2024 to July-2024 shall be paid to the employees in the month of September-2025, depending on cash flow position.
- 5. The Board of Directors also delegated powers to the Hon' Chairman & Managing Director (MSPGCL) in consultation with Director (Finance), Executive Director (HR) to interpret the above provisions/clauses and to issue clarification/guidance wherever necessary and to refer to anomaly Committee.
- 6. All Concerned Drawing & Disbursing Officers are requested to take immediate steps to fix the pay of the officers in the revised pay scales and effect of the revised pay scales shall be given in the month of August -2024. Further, action to work out arrears and audit scrutiny (before payment) should be taken immediately, so as to send the requirement of funds to General Manager (F&A) Mahagenco, Prakashgad, Mumbai-400051 for disbursement of arrears.
- 7. All the concerned Officers are also requested to display this Administrative Circular on the Notice Board to enable the officers to exercise the option as stated in Para 'J' of ANNEXURE-'A' of this administrative Circular.
- 8. This Administrative Circular is also available on Company's website i.e. www.mahagenco.in

Encl: ANNEXURE-'A'
ANNEXURE - 'B'
ANNEXURE-'C-I to C-VI'

(Dr.Dhananjay Sawalkar) Executive Director (HR)

ANNEXURE - 'A'

[To Administrative Circular No. 548 Dtd.09.08.2024]

- A) COVARAGE, SCOPE & APPLICABLITY OF REVISED PAY SCALES & PROVISIONS THEREOF.
- i. The revision of pay scales as shown under para 2 of this Administrative Circular & provisions thereof which shall come into force w.e.f. 01.04.2023 shall be applicable to all Technical & Non- Technical employees / Officer working against regular, permanent, temporary & supernumerary posts, the minimum of whose existing pay scales is Rs. 81,695/- per month & above.
- ii. All officers drawing pay in any of the pay scales, shown in Column No. 3 of the table in Para 2 of this Administrative Circular & who were/are on deputation or on Foreign Service as on 01.04.2023 were/are drawing Company's scales, are also covered.
- B) FIXATION OF INITIAL PAY IN THE REVISED PAY SCALES WITH EFFECT FROM 01.04.2024.

The initial basic pay of an employees/officer appointed or promoted prior to dtd. 01.04.2023 shall be fixed in the revised pay scale of the post held by him on officiating or permanent or temporary basis or in the revised pay scale corresponding to the higher pay scale or grade allowed to him as personal due, to grant of the benefit under the provisions of the G.O. No. 74 (P) dtd. 30.04.1974 read with Head Office Order No. GAD/E-VII/STF/Gen/A/232/9203, dtd. 27.02.1975 or benefit of de-stagnation measure under the G.O. No. 111 (P) dtd. 13.05.1982 in the following manner:

An amount equivalent to 19% (Nineteen percent) of pre-revised basic Pay, as on 31.03.2023 shall be added to the pre-revised basic pay as on 31.03.2023 and then the basic pay in the revised scale shall be fixed as follows:-

- If the sum total of above is less than that of minimum of revised pay scale, the Basic Pay shall be fixed at the minimum of the revised Pay scale.
- ii. If the sum total is a stage in the revised pay scale, the Basic pay shall be fixed at that stage.
- iii. If the sum total is not a stage in the revised pay scale, the Basic Pay shall be fixed at the next higher stage in the revised pay scale.
- iv. If the sum is more than the maximum of the revised scale, the Basic Pay shall be fixed at the maximum of that pay scale.
- v. If an employee draws less pay on 01.04.2023 in the revised pay scale in the promoted post/higher scale due to grant of G.O. 74/111 (P) than the pay he would have drawn on 01.04.2023 in the lower post/scale in the revised pay scale, his pay is to be fixed in the lower post/scale in the revised pay scale in the first instance and thereafter at the next immediate stage in the higher post/pay scale as on 01.04.2023 as per S.R. 29 (a). His/her future increments may be drawn as per normal rules by applying the provisions as per S.R. 32 (b) if such re-fixation of pay is to his/her advantage.

Note: Ready reckoner showing the fitment stages in the revised pay scales has been shown in the Annexure-C-I to C-VI.

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C) FIXATION OF PAY AS ON 01.04.2023 WHEN THE NORMAL DATE OF INCREMENT IS ALSO 01.04.2023

In case of employees/officer whose normal date of increment is also 1st April, 2023, the initial pay shall be fixed in the revised pay scale mentioned in Para (B) above on the basic pay drawn by him in the existing pay scale as on 31.03.2023 and then the increment should be allowed on 1st April, 2023 in the revised pay scale.

D) FIXATION OF PAY OF AN EMPLOYEE/OFFICER APPOINTED OR PROMOTED TO HIGHER POST ON OR AFTER 01.04.2023

In case of departmental employee/officer appointed by way of direct recruitment or promoted to a higher post on or after 01.04.2023 the pay in the revised pay scale should be fixed with reference to the lower post held by him prior to appointment/promotion and then the pay fixed in the revised pay scale of the higher post as provided under normal regulations. This will also be applicable to an employee/Officer, who has been granted the benefit of the next higher pay scale or grade under the provisions of G.O. 74, dtd.30.04.1974 read with Head Office Order No. GAD/STF/Gen/A/232/9203 dtd. 27.02.1975 or of de-stagnation measures under the G.O. No. 111(P) dtd. 13.05.1982.

E) FIXATION OF PAY OF AN EMPLOYEE/OFFICER OFFICIATING IN A HIGHER POST BUT REVERTED THEREAFTER & SUBSEQUENTLY RE-PROMOTED.

In case of an employee/officer officiating in a higher post on 01.04.2023, but reverted thereafter & subsequently re-promoted, if his/her pay on the revised pay scale of the higher post under Regulation No. 29 (a) of MSPGCL Employees' Service Regulations works out to less than the pay in the revised pay scale of the higher post immediately prior to reversion, he/she should be allowed on the date of pre-promotion. The same pay instead of the pay strictly admissible under regulation No. 29 (a) of MSPGCL Employees' Service Regulations 2015.

F) FIXATION OF PAY TO AN EMPLOYEE/OFFICER PLACED UNDER SUPENSION.

An employee/officer who has been placed under suspension before 01.04.2023 will continue to draw Subsistence Allowance as admissible to him under existing normal rules and his/her pay would not be fixed in the revised pay scale till he/she is reinstated in the Company's service.

G) DATE OF NEXT INCREMENT IN THE REVISED PAY SCALE.

i. The next increment of an Employee/Officer whose pay is fixed in the revised pay scale in accordance with the provision of Para (B) above, shall be granted on the date he/she would have drawn his/her increment, had he/she continued in the existing pay scale;

Provided further that in cases where the employee/Officer reached the maximum of the existing pay scale prior to 31.03.2023, the next increment in the revised pay scale shall be allowed on 1st April 2023.

Provided further that in case where the employee/officer reached the maximum of the existing pay scale during the period from 01.04.2022 to 31.03.2023, the next increment in the revised pay scale shall be granted on completion of 12 months service (for the purpose of full incremental period), counting from the date on which he/she reached the maximum of the existing pay scale.

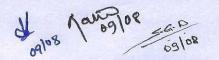
Provided also that in cases other than those covers by the preceding provision, the next increment of the employee whose pay is fixed on the 1st day of April 2023 at the same stage as the one fixed for another employee junior to him in the same cadre and drawing pay at lower stage in the existing pay scale, shall be granted on the same date as admissible to his/her junior, if the date of increment of the junior happens to be earlier.

ii. Where as a result of departmental enquiry an employee/officer is/was awarded punishment of withholding of increment(s) with or without cumulative effect, as the case may be, he/she shall cease to draw the increment(s) in the revised pay scale, for the period for which it is/was withheld as a result of disciplinary action.

H) PROTECTING THE PAY OF AN EMPLOYEE/OFFICER

In cases, where a senior employees/officer promoted to higher post before 1st April 2023, draws less pay in the revised pay scale than his/her junior who is promoted to the higher post on or after 1st day of April 2023, the pay of the senior employee/officer should be stepped up to an amount equal to the pay as fixed for his/her junior in that higher post with effect from the date of promotion of the junior employee/officer, subject to the fulfillment of the following conditions viz.:

- i) Both the junior and the senior employee/officer should belong to the same Cadre and the posts in which they have been promoted should be identical in the Cadre.
- ii) The pre-revised and revised pay scales of the lower and higher posts in which they are entitled to draw pay shall be identical; and
- The anomaly should be a direct result of the application of the revision of pay scale If, even in the lower post, the junior was drawing more pay in pre-revised pay scale than the senior by virtue of any advance increments granted to him or any such reason, provision of this clause will not be applicable to step up the pay of the senior employee/officer.



iv) This shall be applicable to the cases of employees/officer who have been granted benefit of next higher pay scale/grade under the provision of G.O. 74(P) dtd. 30.04.1974 or G.O. 111(P) dtd. 13.05.1982.

Such employee/Officer will be entitled to the next increment on completion of his/her required qualifying service w.e.f. the date of re-fixation of Pay.

I) FIXATION OF PAY OF THE NEW ENTRANTS APPOINTED ON OR AFTER 1ST APRIL 2023

An employee/officer recruited by way of direct recruitment on or after 01.04.2023 to any post mentioned in Para 3 of this Administrative Circular, shall be eligible to draw the minimum pay in the revised pay scale only w.e.f. the date of his/her joining the said post.

J) OPTION FOR RETAINING THE EXITING PAY SCALE.

If any employee/officer is of the opinion that he/she is not benefited by the above revision of pay scales and fixation of pay w.e.f. 01.04.2023 in the revised pay scale, he/she my at his/her option, retain his/her pay in the present pay scale until the date on which he/she may earn his/her next increment or any subsequent increment in the pay scale, or until he/she vacate his/her post or cases to draw pay in the existing pay scale. The option once exercised shall be final. Those who do not exercise the option in the form appended here to as Annexure 'B', on or before 31.08.2024 shall be deemed to have elected to draw pay in the revised pay scale w.e.f. 01.04.2023.

In the cases referred to above, the pay of the employee/officer from the later date mentioned in his/her Option in the revised pay scale shall be fixed in accordance with Para (B) above, except that the Basic Pay in the existing Pay scale (pre-revised) to be take into account for calculation of 'Sum Total' for fixation of pay will be the basic pay as on the said later date.

K) DEARNESS ALLOWANCE PAYBLE WITH EFFECT FROM $1^{\rm ST}$ APRIL 2023 ONWANRED.

The Dearness Allowance shall be payable / applicable w.e.f 01.04.2023 onwards on the revised basic pay as per the rates applicable to the State Government employees from time to time. Accordingly, the rates of Dearness Allowance payable on revised Basic shall be as under (Copies enclosed):-

Period	Rate of DA per month	Admin Cir.No & Date
01.04.2023 to 30.06.2023	42%	ADM Cir No 522 dt 12.07.2023
01.07.2023 to 31.12.2023	46%	ADM Cir No 522 dt 12.07.2023
01.01.2024 to Present	50%	ADM Cir No 535 dt 24.11.2023
	1 0070	ADM Cir No 544 dt 12.07.2024

Further, the policy in respect of Dearness Allowance shall generally be in tune with that adopted by the Government of Maharashtra. However, the Company shall take independent decision in the matter, on each occasion regarding release of installment of Dearness Allowance to its employees.

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L) RECOVERY OF RENT FROM THE EMPLOYEES/OFFICER OCCUPYING THE COMPANY'S QUARTERS OR FLATS LEAVE AND LIICENCE AT VARIOUS PLACES.

Recovery of quarter rent shall be made as per the prevailing rules.

M) ENTITLEMENT TO TRAVEL BY FIRST CLASS.

The minimum of the pay scale/Basic pay (wherever applicable) and the entitlement of the officer/employees as modified as per provision laid down in Chapter-VI of MSPGCL Employees' Service Regulations, 2015.

N) PAYMENT OF ARREARS

- a) The payment of arrears accruing due to revision of pay scale shall be paid in Three installments as per the instruction given under Para 5 of this Administrative Circular.
- b) The cases of payment of House Building Advance and payment towards Leave Travel Concession, Charge Allowance [Special Pay for additional charge under S.R.36 and 9(26)] T.A., Daily Allowance,/HRA/CLA Overtime and Bonus shall not be re-opened and consequently no arrears on these accounts in respect of the period from 01.04.2023 till 31.07.2024 shall be payable.
- c) The arrears on account of revision of pay scales should be drawn in the office where the employee is working presently irrespective of the fact whether he had worked in that office or some other office/officers in the past.

O) PAYMENT OF H.R.A. AND C.L.A

The H.R.A & C.L.A shall be payable from time to time as per the decision of the Government of Maharashtra on subject communicated vide GoM G.R. No. HRA-2019/C.No.2/Service-5 dt 05.02.2019.(Copy enclosed) The H.R.A & C.L.A shall be paid prospectively on revised basic pay w.e.f dated 01.08.2024.

P) ANCILLARY

- i) The provisions in the Board's/Company's various Service Regulations, General Orders, like G.O. 14(P), 26(P), 65(P), 68(P), 89(P), 90(P), 93(P), etc. wherein various entitlements/conditions are based on pay scales/basic pay shall have stood suitably revised corresponding to the revised pay scales.
- ii) In the case of staff on deputation to the Company, the revision of pay scales under this Administrative Circular will not have automatic effect in the revision of their pay scales. The Company may decide to refer such case back to the cadre Controlling Authority (Parent Department) of such staff on deputation and take appropriate decision.
- iii) The employees/officers fulfilling all the relevant conditions, but who have resigned/retired/expired after 01.04.2023 shall also be entitled to the benefits under this Administrative Circular till their date of resignation / retirement/death as the case may be.

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Annexure 'B'

To Administrative Circular No. ----- Dtd. .08.2024

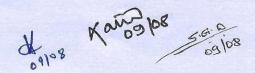
FORM OF OPTION (See Para – 'J')

elect the Revised pay scale with effect from 01.04.202	he	ereby
* .	he	ereby
elect the Continue on the existing scale of pay of may Supernumerary post mentioned below until	Temporary /Permanent /Officiating an	nd
The date of my next increment		
The date of my subsequent increment raising	my pay to Rs.	
 I hereby vacate the post or cease to draw pay 	in the existing scale of Rs	
Date:		
Station /Place :	Signature :	
	Name :	
	Designation :	
	CPF No. :	
	Office in which employed :	
	*(To be striked out if not applicable)	
To be forwarded on or before 31.08.2024 to date will be		
Head of Power Station / Circle in field		
OR		
General Manager (HR) / Chief General Manager (HR) in C	orporate Office.	

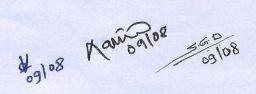
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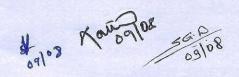
ANNEXURE C-I E.E/System Analyst/ Dy. CFO/ Exe. Chemist/ Sr.Mgr. (F&A)/ Sr.Business Analysist/ Dy CIRO/APRO & Equivalent **EXISTING PAY SCALE** 81695-3145-97420-3570-175960 **NEW PAY SCALE** 97220-3745-115945-4250-209445 FITMENT IN 19% OF Total of COL. SR. NO. STAGES (OLD) THE NEW COL.NO.2 No. 2 & 3 SCALE



		ANNEXURE	C-II	
	Asst. Gene	ral Manager (HR	/F&A) & Equivale	nt
EXISTING	G PAY SCALE	86460-	3570-104310-3980	0-191870
NEW PAY SCALE 102890-4250-124140-4740-228420				
SR. NO.	STAGES (OLD)	19% OF COL.NO.2	Total of COL. No. 2 & 3	FITMENT IN THE NEW SCALE
1	2	3	4	5
1	86460	16428	102888	102890
2	90030	17106	107136	107140
3	93600	17784	111384	111390
4	97170	18463	115633	115640
5	100740	19141	119881	119890
6	104310	19819	124129	124140
7	108290	20576	128866	128880
8	112270	21332	133602	133620
9	116250	22088	138338	138360
10	120230	22844	143074	143100
11	124210	23600	147810	147840
12	128190	24357	152547	152580
13	132170	25113	157283	157320
14	136150	25869	162019	162060
15	140130	26625	166755	166800
16	144110	27381	171491	171540
17	148090	28138	176228	176280
18	152070	28894	180964	181020
19	156050	29650	185700	185760
20	160030	30406	190436	190500
21	164010	31162	195172	195240
22	167990	31919	199909	199980
23	171970	32675	204645	204720
24	175950	33431	209381	209460
25	179930	34187	214117	214200
26	183910	34943	218853	218940
27	187890	35700	223590	223680
28	191870	36456	228326	228420



		ANNEXURE	C-III			
	Suptdg. Engine	er/Dy GM (HR/I	T)/Medical Supdtg	, PRO.		
EVICTING	Sı	pdtg Chemist &	Equivalent			
	G PAY SCALE	92380-	3980-112280-440	5-204785		
NEW PA	Y SCALE	109935	109935-4740-133635-5245-243780			
SR. NO.	STAGES (OLD)	19% OF COL.NO.2	Total of COL. No. 2 & 3	FITMENT IN THE NEW SCALE		
1	2	3	4	5		
1	92380	17553	109933	109935		
2	96360	18309	114669	114675		
3	100340	19065	119405	119415		
4	104320	19821	124141	124155		
5	108300	20577	128877	128895		
6	112280	21334	133614	133635		
7	116685	22171	138856	138880		
8	121090	23008	144098	144125		
9	125495	23845	149340	149370		
10	129900	24681	154581	154615		
11	134305	25518	159823	159860		
12	138710	26355	165065	165105		
13	143115	27192	170307	170350		
14	147520	28029	175549	175595		
15	151925	28866	180791	180840		
16	156330	29703	186033	186085		
17	160735	30540	191275	191330		
18	165140	31377	196517	196575		
19	169545	32214	201759	201820		
20	173950	33051	207001	207065		
21	178355	33888	212243	212310		
22	182760	34725	217485	217555		
23	187165	35562	222727	222800		
24	191570	36399	227969	228045		
25	195975	37236	233211	233290		
26	200380	38073	238453	238535		
27	204785	38910	243695	243780		



ANNEXURE C-IV

Dy. Chief Engineer / General Manager (HR/F&A/IT)/ CIRO/Fire Advisor & CFO & Equivalent

NEW PAY SCALE		105035-4610-215675 124995-5490-256755		
1	2	3	4	5
1	105035	19957	124992	124995
2	109645	20833	130478	130485
. 3	114255	21709	135964	135975
4	118865	22585	141450	141465
5	123475	23461	146936	146955
6	128085	24337	152422	152445
7	132695	25213	157908	
8	137305	26088	163393	157935
9	141915	26964	168879	163425
10	146525	27840	174365	168915
11	151135	28716	179851	174405
12	155745	29592	185337	179895
13	160355	30468	190823	185385
14	164965	31344	196309	190875
15	169575	32220	201795	196365
16	174185	33096	207281	201855
17	178795	33972	212767	207345
18	183405	34847	218252	212835
19	188015	35723		218325
20	192625	36599	223738	223815
21	197235	37475	229224	229305
22	201845	38351	234710	234795
23	206455	39227	240196	240285
24	211065	40103	245682	245775
25	215675	40979	251168	251265
		103/3	256654	256755



None 3/08

		ANNEXURI	E C-V	
C	chief Engineer/Co	GM (HR/F&A)/CH	nief Legal Advisor/	Company
	Secretary	/Environment A	dvisor & Equivaler	nt
EXISTING PAY SCALE 118195-5025-228745				
NEW DAY COALE			140655-5980-2722	
SR. NO.	STAGES (OLD)	19% OF COL.NO.2	Total of COL. No. 2 & 3	FITMENT IN THE NEW SCALE
1	2	3	4	5
1	118195	22458	140653	140655
2	123220	23412	146632	146635
3	128245	24367	152612	152615
4	133270	25322	158592	158595
5	138295	26277	164572	164575
6	143320	27231	170551	170555
7	148345	28186	176531	176535
8	153370	29141	182511	182515
9	158395	30096	188491	188495
10	163420	31050	194470	194475
11	168445	32005	200450	200455
12	173470	32960	206430	200435
13	178495	33915	212410	212415
14	183520	34869	218389	218395
15	188545	35824	224369	224375
16	193570	36779	230349	230355
17	198595	37734	236329	236335
18	203620	38688	242308	242315
19	208645	39643	248288	242315
20	213670	40598	254268	
21	218695	41553	260248	254275
22	223720	42507	266227	260255
23	228745	43462		266235
		73702	272207	272215



		ANNEXURE	C-VI	
	ED (HR)/(O	perations)/(Pro	jects) & Equivalen	t
EXISTING	G PAY SCALE	125895-5540-242235 149820-6595-288315		
NEW PA	Y SCALE			
SR. NO.	STAGES (OLD)	19% OF COL.NO.2	Total of COL. No. 2 & 3	FITMENT IN THE NEW SCALE
1	2	3	4	5
1	125895	23921	149816	149820
2	131435	24973	156408	156415
3	136975	26026	163001	163010
4	142515	27078	169593	169605
5	148055	28131	176186	176200
6	153595	29184	182779	182795
7	159135	30236	189371	189390
8	164675	31289	195964	195985
9	170215	32341	202556	202580
10	175755	33394	209149	209175
11	181295	34447	215742	215770
12	186835	35499	222334	222365
13	192375	36552	228927	228960
14	197915	37604	235519	235555
15	203455	38657	242112	242150
16	208995	39710	248705	248745
17	214535	40762	255297	255340
18	220075	41815	261890	261935
19	225615	42867	268482	268530
20	231155	43920	275075	275125
21	236695	44973	281668	281720
22	242235	46025	288260	288315

