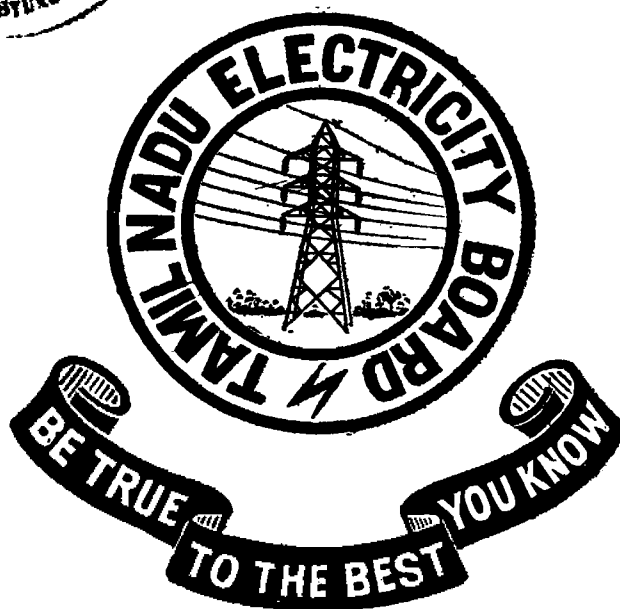


TAMIL NADU ELECTRICITY BOARD GAZETTE

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No. 3



STEP-UP TRANSFORMERS.

Happiness is the only good, reason the only torch, justice the only worship, humanity the only religion, and love the only priest.

—R. G. Ingersoll.

The next best thing to solving a problem is finding some humour in it.

—Frank Clerk.

Quiet minds cannot be perplexed or frightened, but go on in fortune or in misfortune at their own private pace like the ticking of a clock during a thunderstorm.

—R. L. Stevenson.

Self-knowledge is best learned, not by contemplation but action—strive to do your duty and you will soon discover of what stuff you are made.

—Goethe.

A pan-handler asks you for a quarter. You say okay, but as you reach for the money, he asks if you could make it fifty cents..... Agreeing to the initial request has set you up; you are more likely to agree to the subsequent high cost request than you would be had you been asked for it outright. The reason (this 'low-ball technique')..... works is that the low-ball generates a sense of obligation to the person who is making the request..... People feel free to say 'no' to the high-cost request if it is not made by the same person who got their initial agreement.

—(from 'Psychology Today', Oct. 1981).

Make peace with yourself, and heaven and earth will make peace with you. Endeavour to enter your own inner cell, and you will see the heavens; because the one and the other are one and the same, and when you enter one you see the two.

—St. Isaak of Syria.

Being relaxed, at peace with yourself, confident, emotionally neutral, loose and free-floating—these are the keys to successful performance in almost everything.

—Dr. Wayne Dyer.

sarvam paravasam dukkham
sarvam aatmavasam sukhham
ithi vidwaat samaasena
lakshanam sukha dukkhalo

All external dependence is unhappiness,
All dependence on oneself is happiness;
know this to be the characteristic
of happiness and unhappiness.

—(from the Manusmriti)

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PART—I

News and Notes

I. Power Cut :

(i) In G.O. Ms. No. 1681 PWD, dated 5th August 1983 the ban on H.T./L.T. non-continuous process industries being run during the morning peak load period i.e. from 5-30 to 9-30 A.M. was lifted.

(ii) In G.O. Ms. No. 1790 PWD dated 22nd August 1983, the demand and energy cut on all H.T. Industries **except** Caustic Soda, Calcium Carbide, Aluminium and Potassium Chlorate was reduced from 50% to 30% .

The energy cut on H.T. Commercial services was also reduced from 45% to 30%.

For all new H.T. services a base demand equal to 70% of the sanctioned load would be assumed and a cut of 30% applied on this base demand. The energy quota would be 100 units per KVA per month on the demand quota so fixed.

When supply is disconnected for violation of power cut orders, the disconnection would be total and supply would not be made available even for security lighting or water as was hitherto permitted in the case of H.T. Industries.

Wet Grinders are exempted from the observance of peak hour restrictions.

(iii) In G.O. Ms. No. 1804 PWD dated 23rd August 1983 it has been ordered that agricultural pumpsets and industries on rural feeders which are subjected to grouping restrictions and are found working during the on-scheduled hours of supply with three phase or two phase or single phase supply from the Board grid would be liable for disconnection of the service for a period of 15 days.

(iv) In Govt. letter No. 17997-Y1/83—1 dated 24—8—83 the Government have extended the hours of supply from 6 to 14 in respect of agricultural pumpsets in the Taluks of Chidambaram, Kattumannarkeil of South Arcot District and Trichy, Musiri, Kulithalai and Lalgudi Taluks of Trichy district.

The extension of hours of supply to agricultural pumpsets in Thanjavur District from 6 to 20 hours as already in force would continue till 31—10—83.

II. Overhaul of Thermal Sets :

(i) Unit I at Ennore Thermal Power Station which was taken out on 4—7—83 for overhaul was put back into service on 7—8—83.

(ii) Unit I at Tuticorin Thermal Power Station which was taken out for overhaul on 2—7—83 was put back into service on 10—8—83.

(iii) Unit II at Tuticorin Thermal Power Station was taken out for capital overhaul on 15—8—83.

(iv) Unit No. II at Ennore Thermal Power Station was taken out for overhaul on 17—8—83.

III. Power Thefts and Malpractices :

In B.P. Ms. No. 49 (F.B.) dated 30—4—83, a scheme for payment of cash rewards to those who furnish information leading to detection of thefts of electricity and other malpractices was instituted. The Anti-Power Theft Squad with headquarters at Madras was strengthened and an additional Squad was formed with headquarters at Salem under a Superintending Engineer with supporting staff of Engineers and Police personnel. The massive drive launched for detection of power thefts and other malpractices, fortified often by information received under the reward scheme, has paid rich dividends. During the period from 1—1—83 to 31—8—83, a total of 1004 H.T. services and 6666 L.T. services were inspected by the Anti-Power Theft Squads leading to the detection of thefts in 3 H.T. services and 94 L.T. services and malpractices in 22 H.T. services and 952 L.T. services. All these have together resulted in an assessment of Rs. 61.64 lakhs.

PART--II

General Administration & Services

Letter No. BOAB/Pre-Audit (General) 83—84/67/Audit Branch, Dt. 16—7 -1983.

From
Thiru T. Manickavelu,
Chief Internal Audit Officer.

Sub: Board Office Audit Branch—Officials transferred from one system/circle or one Headquarters office to another claims for Pay and Allowances—Regarding.

The claims for Pay and Allowances in respect of employees transferred from one System/ Circle office to another office (including among the Headquarters Offices) are claimed and endorsed in favour of the Drawing Officer of the office to which they are transferred. It is observed that there is no uniformity in the procedure followed for drawal and endorsement of the bill with the result the Bill Passing Authority in the new station viz., the Board Office Audit Branch in the case of the employees in the Headquarters Offices and the Audit Section in the case of mofussil Stations find it difficult to admit the claims. This results in unavoidable delay in payment of claims to the concerned officials. In order to see that a uniform procedure is followed in regard to drawal of bills and endorsements in the bills under the above circumstances the following instructions are issued to the Drawing Officers concerned.

1. The Drawing Officers shall claim the Pay and Allowances (including T.A. Bills) and get the bills admitted by the Audit Section (D.A. Section) of the office from which the officials were transferred. While making the endorsement in favour of the Drawing officers of the office to which the officials are transferred the Designation of the Officer (in whose favour the bill is endorsed) should be specifically mentioned in the bill over the signature of the Drawing Officer (who is delegated with the powers of drawing bills for "Pay and Allowances") in the system/circle Headquarters Office (from where the officials are transferred).

2. While admitting the bills the officer who is delegated with powers (Audit Section) shall make a pass order as follows "payable by the Board Office Audit Branch/Superintending Engineer Passed for Rs. (in figures) (Rupees..... (in words), without mentioning the word **"Payment"**

3. The admitting authority (viz. the Audit Section in respect of other offices in the mofussil station and Audit Branch in the case of Headquarters Offices) to whom the bill is endorsed, in turn shall make a specific pass order as indicated below/"Passed for payment for Rs. Rupees.....

(in words). While admitting the bill the admitting Authority should ensure that the above mentioned endorsement are specifically made in the bills.

T. Manickavelu,
Chief Internal Audit Officer.

Letter No. 76668/02/82—6 (Secretariat Branch) Dated 30th July, 1983

From
Tmt. S. Josephine,
Deputy Secretary.

Sub: Leave—Reference to Medical Board for sanction of Un-earned Leave on Medical Certificate—Acceptance of fitness certificate—Clarification issued.

Ref: From Superintending Engineer/Trichy, Lr. No. Adm. I/C.4/F.131/222/82 dt. 15—5—82.

I am to say that in the reference cited the Superintending Engineer has expressed that in certain cases when applications were made for sanction of Medical leave by employees even for shorter period, such doubtful cases were referred to the Medical Board. But the medical committee was not in a position to examine these cases within the leave period applied for by the employees. In certain other cases, the Committee has not at all called the individual to appear before them due to their pressure of work. In such cases the Superintending Engineer has requested clarification whether the fitness certificate furnished by the doctor who originally recommended leave to the employees may be accepted.

2. In the cases mentioned in para 1 above, I am to say that where the employees are of no fault for not appearing before the Medical Committee, the fitness certificate furnished by the doctor who originally recommended leave to such employees may be accepted.

S. Josephine,
Deputy Secretary.

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Office Order No. 1553 (Secretariat Branch) Dated the 1st August, 1983.

16th Aadi, Ruthrothkaari, Thiruvalluvar Aandu, 2014

Sub: OFFICE PROCEDURE—Board Office Secretariat Branch—Communications received from courts—Distribution—Instructions—Issued.

A number of communications received in Board Office Secretariat Branch from the High Court and Subordinate Courts relate to points of dispute pertaining to the issues in the other branches and subordinate offices of the Board. In order to enable the concerned branches of the Board to receive and account for such court communications for taking immediate and appropriate action, the following instructions are issued:—

(1) All the communications received from the courts in Secretariat Branch should be segregated from the other tapals and submitted to Secretary in a separate folder for perusal. After perusal by Secretary important communications will be marked to Chairman by Secretary in tapal stage itself for perusal. Thereafter all such court tapals should be sent to the Under Secretary (Establishment), who will mark the cases to the appropriate Branches on the following basis:—

- (i) Communications from Courts pertaining to the cases which are being dealt with in Secretariat Branch shall be marked to the Officer concerned in Secretariat Branch.
- (ii) Communications from Courts relating to cases which are to be dealt with in Administrative Branch and relating to all Chief Engineers including Regional Chief Engineers and other Technical Officers shall be marked to the Personnel Officer, (Branch Establishment) Administrative Branch;
- (iii) Communications intended for the Accounts Branch shall be marked to the Accounts Officer (Establishment), Office of the Chief Financial Controller.
- (iv) Communications relating to Audit Branch shall be marked to Under Secretary (General) in Secretariat Branch.

(2) All the tapals so marked should be entered in a separate register by the Tapal Clerk and the Register with the Tapal should be sent to the Officer to whom the tapals have been marked.

(3) The Officers to whom the tapals have been marked should receive the tapals, acknowledge the receipt in the register and return the register then and there.

(4) The Officers who receive the court communications, should send them to the officers concerned in the respective Branch/Offices immediately and obtain proper acknowledgement.

(5) The communications received in other Branches direct from the courts should be scrutinised by the officers of the respective branch, entered in a separate register and distributed to the appropriate branch on acknowledgement, in a similar manner.

S. Shanmugam,
Secretary.

Memo. No. 108988/Adm. Branch/IR2(1)/82—18, (Administrative Branch) Dated 1—8—1983

Sub : Establishment—Tamil Nadu Electricity Board Periodical transfer of employees during 1983—Regarding.

- Ref :**
1. Board office Adm. Br. Memo No. 108988/Adm. Br./IR2(1) 83-7, dated 27—5—83
 2. From the S.E./Thanjavur Lr. No. SE/TJR/Adm. I/A1/028703/83, dt. 24—6—83
 3. From the SE/GCC/Central/Thichy Lr. No. Adm/A1/ F. PT/1757/83, dated 25—6—83
 4. From the SE/Pykara Lr. No. PRS.I/A1/F. GSF/HQ. 347/C. 306/83, dated 25—6—83
 5. From the SE/Trichy South and North Lr. No. Adm. 2/C1/F. PT/263/83, dated 25—6—83
 6. From the SE/Periyar Lr. No. Adm. I/A3/F. PT/D. 42813/83, dated 2—7—83
 7. From the SE/Chingleput Lr. No. SEC/Adm. I/A3/HQ. 534/83, dt. 11—7—83
 8. From the SE/Dharmapuri Lr. No. SED/Adm. 2/A1/F. PT/940/83, dt. 18—7—83

In this office Memo 1st cited instructions have been issued, that if the posts in the old stations have already been filled due to joining of substitutes they may be accommodated in the vacant posts in the same station and that if there is no vacancy in the old station and the employee could not be permitted to join in the old station, in such cases they may be put under compulsory wait till final orders are issued after the disposal of the case in the High Court.

In view of disposal of the cases by the High Court, it is hereby ordered that the persons put under compulsory wait may be posted to their old places and the substitutes joined in such places retransferred to their original places by allowing T.T.A. wherever admissible.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer (Personnel.)

ESTABLISHMENT—Officers retiring from service of the Board during 1984—Notified.

B. P. Ms. (CH) No. 288

(Secretariat Branch)

Dated the 1st August, 1983
Aadi, 16, Ruthrothkaari,
Thiruvalluvar Aandu, 2014**Proceedings :**

The Tamil Nadu Electricity Board under Regulation 17(d) of the Tamil Nadu Electricity Board Service Regulations hereby notifies the retirement of the officers mentioned below from the service of the Board during the year 1984 on the dates noted against each :—

Sl. No. (1)	Name of the Officer (2)	Designation (3)	Date of retirement (4)
Thiruvalargal :			
1.	L. R. Saptharishi	Chief Engineer	29— 2—1984 A. N.
2.	H. P. Srinivasamurthy	—do—	30— 6—1984 "
3.	V. Mahalingam	—do—	30— 6—1984 "
4.	K. Dhandapani	—do—	31— 7—1984 "
5.	R. Krishnamurthy	Chief Financial Controller	31—10—1984 "
6.	K. A. Seetharaman	Chief Engineer	30— 4—1984 "
7.	V. C. A. Isaac	Superintending Engineer (Elect.)	29— 2—1984 "
8.	D. J. Thomas	—do—	29— 2—1984 "
9.	B. A. Dwarakanath	Chief Engineer	31—12—1984 "
10.	R. V. Doraiswamy	—do—	30— 9—1984 "
11.	I. C. Kuppuswamy	Superintending Engineer/Elect.	31— 1—1984 "
12.	S. Krishnamurthy	—do—	31— 1—1984 "
13.	R. Sivanandam	—do—	31—12—1984 "
14.	N. Thiagarajan	—do—	30—11—1984 "
15.	K. R. Aravamuthan	—do—/Civil	31—12—1984 "
16.	G. V. Ramachandran	—do—	31— 7—1984 "
17.	M. Natarajan	Divisional Engineer/Elect.	31— 8—1984 "
18.	G. Subramanian	—do—	31— 3—1984 "
19.	G. Ramakrishnan	—do—	30— 4—1984 "
20.	R. Ganesan	—do—	30— 4—1984 "
21.	S. Swedaryanyam	—do—	31— 5—1984 "
22.	K. A. Krishnamurthy	Exe. Engineer/Civil	31— 3—1984 "
23.	T. Murugesan	—do—	31—10—1984 "
24.	M. Velmurugesan	—do—	30—11—1984 "
25.	M. Rajaram	Divisional Engineer/Mechl.	31— 1—1984 "
26.	T. N. Damodaran	—do—	30— 6—1984 "
27.	S. Sampath	—do—	29— 2—1984 "
28.	V. Krishnamurthy	Deputy Financial Controller	31— 1—1984 "
29.	A. G. Subramanian	—do—	31—12—1984 "
30.	R. Ramakrishnan	—do—	30—11—1984 "

(By Order of the Chairman)

S. Shanmugam,
Secretary.

ESTABLISHMENT—Tamil Nadu Electricity Board—Special Officer (Revenue)—Duties and Responsibilities—Orders—Issued.

B.P. Ms. (Ch.) No. 289

(Secretariat Branch)

Dated the 1st August, 1983
Aadi 16, Ruthrothikaari,
Thiruvalluvar Aandu, 2014.

Read :

1. B.P. Ms. (Ch.) No. 163 Sectt. dated 5—5—1983.
2. B.P. Ms. (FB.) No. 55 Sectt. dated 5—5—1983.

Proceedings :

The Tamil Nadu Electricity Board directs that the duties and responsibilities of the Special Officer (Revenue) shall be as follows :—

- (i) He shall suggest detailed systems and procedures for effecting recoveries under the Tamil Nadu Electricity Board (Recovery of Dues) Act, 1978, and watch their implementation.
- (ii) He shall render assistance in individual cases of recovery under the Tamil Nadu Electricity Board (Recovery of Dues) Act, 1978, wherever required.
- (iii) Through reports from field offices and inspection of the field offices, he shall monitor the recoveries under the Tamil Nadu Electricity Board (Recovery of Dues) Act, 1978.
- (iv) He shall render such assistance as is necessary in Court cases relating to recoveries under the Tamil Nadu Electricity Board (Recovery of Dues) Act, 1978.
- (v) He shall perform any other duties entrusted to him by the Chairman.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Lr. No. 024999/209/C1-2/83-1 (Administrative Branch) Dated 3—8—1983

From

Thiru T. Srinivasan,
Chief Engineer/Personnel

Sub :—Establishment—Employees of Tamil Nadu Electricity Board Rationalisation of test Grant of advance increment for passing tests.

Ref :—Your letter No. Adm. I/A2/F. 49/D. 2/83, dated 1—3—83

I have to state that Sub Para 5 (i) under Para II of B. P. Ms. No. 750 dated 30—4—79 provides for payment of one incentive increment to the employee with effect from 1—2—79 in his scale of pay from the date following the date of examination for every test passed by him in his line except in the case of the Departmental Test for Accounts Officers for which the advance increment shall be released only after the person passes the Account Test for Subordinate Officers Part I Accountancy Lower Grade and Accountancy Higher Grade.

For the line in the Accounts Branch of the System/Circles, the following tests have been prescribed.

- (1) Account Test for Subordinate Officers Part I.
- (2) Accountancy Lower Grade.
- (3) Accountancy Higher Grade.

Departmental Test for Accounts Officers, has been prescribed as an optional test as per Sub-para 3 (iii) under Para II of B. P. Ms. No. 750 dated 30—4—79. For passing all the above said tests whatever may be the category the employee is holding at the time of passing the Test, he can be allowed one advance increment from the date next to the date of passing of the examination. However, if an employee passes the Departmental Test for Accounts Officer prior to passing of the other Tests, then the advance increment for passing the Departmental Test for Accounts Officers should be released only after passing of all the three tests.

In view of the above position your action in having sanctioned the incentive increment to the Assistant for passing the Departmental Test for Accounts Officer only after passing of the other three tests is in order. You may inform the Audit accordingly.

T. Srinivasan,
Chief Engineer (Personnel)

Office Order No. 1578 (Secretariat Branch) Dated the 3rd August, 1983
18th Aadi, Ruthrothkaari,
Thiruvalluvar Aandu-2014

Sub : ESTABLISHMENT—Tamil Nadu Electricity Board Secretariat Branch—Efficient Maintenance of Typewriters, Duplicators, Calculator and Adding machines etc.—Upkeep repairs and renewals—Certain Instructions—Issued.

At present there has been delay and inadequate attention on the part of the maintenance, upkeep, repairs and renewals of machines such as Typewriters, Duplicators, Calculators and Adding Machines etc., in the Board Office Secretariat Branch. This requires a great deal of attention to find out the ways and means of improving maintenance of machines.

2. It is considered that the following measures should be adopted immediately and followed scrupulously by all concerned :—

(a) The efficient maintenance of typewriters, Duplicators, etc. :—

In order to ensure the efficient maintenance of typewriters, Duplicators, etc., supplied for the use of office, particulars of each machine should be recorded from time to time in a card in duplicate in different colours in the form below and the Under Secretary/General will inspect the machine card monthly and note the fact of his inspection in the card. Each form will be kept with the machine to which it relates and the duplicate will be retained by the Assistant 'L' Section/Board Office Secretariat Branch.

TAMIL NADU ELECTRICITY BOARD
(Secretariat Branch)

1. Machine Card No.....
2. Date of purchase and Cost.....—Amount.....
3. Size.....
4. Sanction No. and date of the purchase of the machinery.....
5. Date on which condemned.....
6. Pattern and Serial Number of the Machine.....

Chart—I

Name in Block Letters and Designation to whom issued	Date of receipt	Name of the Section	Full Signature with date of the person taking over.	Name & Designation of person handing over	
				Name (a)	Full Signature (b)
(1)	(2)	(3)	(4)	(5)	

Chart—II

(Repairs and Renewals and cost of loss or damage)

Date on which defect was noticed	Nature of defect Brief History	Date of report for renewals	Action if any	Date of repairs by whom it was attended	Cost of repairs with Bill No. and Date with name of the spare parts renewed by the mechanic	Remarks and date of inspection of Inspecting Officer	Date of fixing ribbons
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

(b) Duplicate Machine Card :

This should be the extract of the original machine card in different colour. The particulars entered in the original card should also be entered in this card then and there by the Stationery Assistant and should be kept under lock and key in the form of loose leaf register with a view to facilitate to remove or insert them whenever required.

3. Typists responsible for the upkeep of the typewriters :—

Each Typist or Stenographer or any other person to whom a typewriter is issued will be held in charge of the typewriter and responsible for its care and upkeep. He should clean the typewriter daily before commencing work and carry out the instructions issued by the makers for cleaning and oiling the typewriter. The general instructions for the proper maintenance of typewriters and duplicators given in Annexures—A and B should be strictly followed by every person in charge of the machine. The typist/Roneo Operator and other individuals who are in charge of the machines should maintain the machine card correctly upto date in the form prescribed in para 2 above. He should lock the cover of the typewriter every day, before leaving office and will be held responsible for any damage to the typewriter caused by carelessness or negligence while the typewriter is in his/her charge. The typist shall bring to the notice of the Under Secretary/General any case, in which a typewriter appears to have been damaged by the person in charge, wilfully or through avoidable negligence. Whenever, the person who is holding the machine finds any defects in the machine he/she should bring it to the notice of the Under Secretary/General immediately with a view to arrange for rectification of repair works. Further it is ordered that the Personal Clerks/Personal Assistants to officers whenever they are transferred from one officer to another/section, the typewriters used by them should be retained with the officers concerned and the same should be handed over to the incoming Personal Clerks/Personal Assistants. As regards the other typewriters which stand in the name of the typist of the Section/Cell, they should carry the typewriters to the Section/Cell to which they are posted.

4. Economical use of Typewriter accessories insisted :

Stenographers and Typists will be held responsible for the efficient and economical use of typewriter accessories issued to them. They should see that the maximum use is made of them. Officers should exercise greater check in the issue of ribbons and must see that they are used to the fullest extent by reversing them after some time, before they are replaced by fresh ones.

Note : (1) Whenever a ribbon requires renewal the person in charge of the typewriter should submit his requisition for ribbon to the Under Secretary/General together with a sample typewritten matter typed with the ribbon required to be renewed. The Section Officer in charge of Stationery shall pass such orders as he may deem fit for the renewal of the ribbon after inspection of the typed matter and satisfy himself whether the ribbon has been used to the fullest extent by reversing it.

Note : (2) The normal period for the use of a typewriter ribbon shall be considered as 400 hours. (On this basis six ribbons per annum for a standard typewriter and four ribbons per annum for a portable typewriter will normally be supplied). The Under Secretary/General is hereby authorized to supply ribbons upto a maximum of eight ribbons a year for a standard typewriter and a maximum of six ribbons a year for a portable typewriter on the indenting officers furnishing a certificate that the ribbons previously supplied had been used to the fullest extent. Attention of all Typists/Steno-Typists is also invited to the instructions issued in Item (iv) of Office Order No 1303 dated 4—7—83.

5. Upkeep, repairs and renewal of Duplicators :

The procedure prescribed above for the upkeep, repairs and renewal of typewriters will apply to duplicators also. A list of instructions for the efficient maintenance of duplicators is given in Annexure-B.

6. Upkeep, repairs, renewal of calculators and adding machines :

The rules relating to the upkeep, repairs, renewal of typewriters and duplicators will apply to calculators and adding machines.

With enclosure

S. Shanmugam,
Secretary.

ANNEXURE—A**Instructions for the proper maintenance of Typewriter in
Board Office Secretariat Branch**

1. The typewriter should be covered when not in use by a metal cover or oil cloth cover.
2. The machine should be kept clean and handled carefully.
3. Inexperienced and unqualified persons should not be permitted to handle the machine.
4. A general cleaning and dusting of the machine should be done every day before the machine is taken for work.
5. The typist should not lean on the machine or put any heavy thing over the carriage of the machine.
6. It is necessary that at least once in a month a thorough cleaning should be done to the machine and all moving parts should be oiled with light oil. No heavy oil should be used. While oiling the parts, care should be taken that no excess oil is left on any of the parts.
7. Oil should not be used when cleaning the rubber portions.
8. The roller should be removed and the particles of lint brushed out.
9. Avoid using eraser. If absolutely necessary keep particles from falling into machine by moving carriage to extreme ends when erasing.
10. The machine should not be operated upon empty cylinder. Backing sheet should be used over and over to conserve paper.
11. A screw if it works loose should be tightened. But unscrewing any may result in throwing some part out of adjustment. No adjustment should be made by a person who is not quite conversant with the mechanism of the particular pattern of the machine.
12. Ribbons should be changed correctly. Never force them on shaft.
13. Paper slipping should be prevented by cleaning rubber rollers with cloth slightly moistened with fluid.
14. The types should be cleaned with cloth or brush slightly moistened with cleaning fluid.
15. At the end of the day's work the carriage of the machine should be brought to the centre and locked with the marginal stops and the feed roller release lever should be kept in the release position.
16. In the event of any defects being noticed in any typewriters it is better that the services of a qualified mechanic are requisitioned to set them right and as far as possible typists should not be asked to meddle with the mechanism of the typewriter.
17. When cleaning the carriage rails, the carriage should be moved to the extreme right and the machine should not be operated upon.
18. Sheets of paper with pin or clips should not be inserted into the cylinder resulting in the breakdown of proper feeding of paper.
19. The Personal Clerks/Personal Assistants to Officers are directed that whenever they are transferred from one officer to another/Section, Typewriters used by them should be retained with the Officers concerned and the same should be handed over to the incoming Personal Clerks/Personal Assistants.

(True Copy)

ANNEXURE—B**Instructions for the proper maintenance of duplicators in
Board Office Secretariat Branch**

1. The machine should be cleaned and oiled at least once a month.
2. Each duplicator should be kept in charge of one permanent operator and he should keep the machine neat and clean. He should be got trained by the respective company to operate the machine. That will automatically improve the work of the duplicator and extend its life.
3. The operators should clean the machines and remove the paper fluff of the previous day's work from the machine by means of a long typewriter brush every morning before commencing work.
4. To get improved results on the machine, the impression roller should be kept quite clean and if it gets inked due to oversight, the roller should be removed immediately from the machine, cleaned and refixed.
5. Silk, carriers and waver rollers should be removed once a week from the machine, cleaned thoroughly and refixed.
6. Pressure lever should always be put down after finishing work.
7. Too much ink should not be used.
8. The inking cloth should be changed when existing one on the duplicator is slogged too much with ink.
9. The duplicator should always be kept covered after use.
10. Rule 78 of Stationery Manual, Volume I, should be strictly adhered to.
11. At the end of the day's work it should be ensured by the Duplicator operator that the supply to the duplicator is switched off in order to avoid any possible accident.

(True Copy)

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Memorandum No. 46944-C2/82-12 (Secretariat Branch) Dated 3rd August '83
Aadi 18, Rudhrothkaari,
Thiruvalluvar Aandu, 2014

Sub : ESTABLISHMENT—Additional Charge arrangements—
Drawal of Compensatory Allowances attached to posts
held in additional charge—Instructions.

An instance has come notice where an Officer of Class I Service while drawing the additional charge allowance for having held in additional charge another post, drew also the compensatory allowances (viz. Hill allowance, Isolated Locality Allowance) attached to the post held in additional charge. This is not correct as the officer holding the additional charge is allowed Daily Allowance for the halts in connection with the work attached to the post held in additional charge and the additional charge is taken into account for the purpose of reckoning compensatory allowances attached to the regular post.

2. It is accordingly clarified that compensatory allowances (e.g. Hill allowance, Isolated Locality allowance) not attached to the regular post but applicable to the post held in additional charge, should not be drawn by the officers holding additional charge.

S. Shanmugam,
Secretary.

Chairman's Memo No. 1157/Adm. Br/IR2(1)/83-2 (Administrative Branch) Dated 4—8—1983

Sub : Establishment—Tamil Nadu Electricity Board—
Cancellation of instructions/guidelines on request
transfers issued—Regarding.

Ref : Board Office/Adm. Branch Memo No. 1157/Adm. Br/
IR2(1)/83-1, dated 15—7—1983.

In the Board's Memo. cited, instructions containing a revised procedure in the matter of **transfer on request** by the employees were issued in supercession of the various instructions issued earlier and enumerated in the references cited in the memo. Among the references cited in the above memo. the following three Memoranda also occur :—

1. Board's Memo. No. 001506/48/C1/83-15, dated 4—4—1983.
2. Board's Memo. No. 001506/48/C1/83-17, dated 7—4—1983 and
3. Board's Memo. No. 43982/605/Adm. Br/C1-3/83-1, dated 23—4—1983.

2. The above three Board's Memoranda deal with **transfer consequent on abolition of posts**. These do not come within the scope of guidelines/instructions with regard to request transfer of employees. In view of this, the entries against items Nos. 8, 9 and 10 in the references listed in the Memo. cited shall be deleted.

3. Whenever transfers become necessary consequent on abolition of posts or posts rendered surplus, the instructions issued finally in Board's Memo. No. 43982/605/Adm. Br/C1-3/83-1, dated 23—4—1983 should be followed.

B. Vijayaraghavan,
Chairman.

Memorandum No. 40334—B1/83—1, (Secretariat Branch) Dated the 5th August 1983
Aadi 20, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Sub : Establishment—Divisional Engineers in the offices of Regional Chief Engineers (Distribution)—Surrender of Office Helper—Sanction of cash allowance—Regarding.

Under the orders in B.P. Ms. No. 1232, dt. 18—7—1979 the Competent Authority to sanction cash allowance in lieu of Office Helper at residence in respect of the Divisional Engineer and Executive Engineers is the Superintending Engineers of System and Circle. A Divisional Engineer who has been transferred to the office of a Regional Chief Engineer (Distribution) has sent his application to Secretary for sanction of cash allowance in lieu of residence Office Helper.

2. It is hereby ordered that in respect of officers working in the offices of Regional Chief Engineers, the Regional Chief Engineer shall be the competent authority to sanction cash allowance in lieu of Office Helper at residence, subject to the conditions stipulated in B.P. (Ms). No. 1232, dated 18—7—1979.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Circular Memo. No. 63580/1093/DPII—1/83—2 (Administrative Branch) dated 8—8—83

Sub : Estt.—Disciplinary Proceeding—Punishments to delinquent officers—Entries in Personal Files, Service Books, etc. instructions issued.

It is brought to the notice of the undersigned that whenever punishments are imposed on conclusion of Disciplinary Proceeding the proper entries are not made in the Personal Files and Service Books etc., Hence the following instructions are issued.

2. The service Registers in respect of Officials in Class II, III and IV are being maintained in Central Office of the Superintending Engineers of Operation and Maintenance systems/circles. The Personal Files in respect of class II officers relating to Asst. Divisional Engineers, Junior Engineers Asst. Engineers are being maintained in the Administrative Branch. The Personal files in respect of Class III officials to whom maintenance of Personal File applies are also being maintained in the central offices of respective systems/Circles. The History of Service Register of Accountants, Deputy Stores Officers, Sub-Inspector of Cashiers and Inspector of Cashiers are maintained in the respective sections of Administrative Branch. The record sheets of Class III and Class IV officials are also being maintained in the central offices of the systems/circles.

3. When orders imposing punishment on delinquent officials in respect of the categories mentioned in the preceding para are issued copies of orders should be marked to concerned sections as detailed below so that entries are made promptly in the Service Registers of these offices.

A. If the officer involved is of the rank of Asst. Divisional Engineers, Asst. Engineers, Junior Engineers, Accounts Officers, Asst. Accounts Officers, Personal Assistants, Stores Officers, Dy. Stores Officers etc.,

One copy is to be sent to the Superintending Engineer concerned who is maintaining the Service Register of the officer for making entry in the Service Register and another copy to the Adm. Branch where the Personal File of the officer is maintained and one more copy for entering in the History of Service Register.

B. If the official involved belongs to Class III like Accountants etc.,

One copy is to be sent to S.E. concerned who is maintaining the Service Register of the official for making entry in the service register and another copy to the concerned section in Central office where Personal File of the Official is maintained. Another copy to the respective sections in Adm. Branch for entering in the History of Service Register.

C. If the official involved belongs to Class III and Class IV service both Regular Work Establishment and provincial where records sheets alone are maintained.

One copy to be sent to the central office of the system/circle in which he is working for making an entry in the service Register and another copy to the concerned section in central office where record sheet of the individual is maintained for making an entry in record sheet also.

4. Immediately after making entries in the Service Book History of Service Register and record sheet and also filing of copy to Personal Files a report should be sent to the officer who has issued orders of punishments confirming the action taken. The connected disciplinary proceeding file should be closed only after receipt of certificate to the effect that necessary entries have been made in Personal File, record sheet, History of Service Register and Service Register.

T. Srinivasan
Chief Engineer (Personnel)

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Recruitment—Direct Recruitment—Class III Service—Recruitment of qualified candidates possessing Diploma in Electrical Engineering for appointment to various posts in Regular Work Establishment cadre—Orders—Issued.

B.P. Ms. (FB) No.29

(Administrative Branch)

Dated 8—8—1983

Aadi 23, Ruthrothkaari,
Thiruvalluvar Aandu, 2014

Proceedings :

The Tamil Nadu Electricity Board approves the proposal to recruit 250 candidates through Employment Exchange possessing the qualification of Diploma in Electrical Engineering or equivalent thereto for appointment to various initial level posts in Regular Work Establishment cadre in the Board.

(By Order of the Board)

T. Srinivasan,
Chief Engineer/Personnel.

• • •

Office Order No. 1615

(Secretariat Branch)

Dated the 8th August, 1983

23rd Aadi, Ruthrothkaari,
Thiruvalluvar Aandu, 2014

Sub : Office Procedure—Board Office Secretariat Branch—
Receipt of files from other branches—Distributions—
Instructions issued.

It has been observed that a file, received in Tapal Section of Secretariat Branch from the other branch has not been received and accounted for in any of the Sections in the Branch. In order to have a proper account of such files received from other branches, the following instructions are issued :—

- (i) The tapal clerk should maintain a separate register in the form annexed to this Office Order for the distribution of files received from other branches.
- (ii) The files received from other branches should, after perusal by the Officers concerned in Secretariat Branch be numbered and entered in the register maintained for the purpose and the register with the files should be taken to the sections concerned by the Tapal Clerk.
- (iii) The Section Officers/Assistants of the Sections to which the files have been sent should receive the files, acknowledge the receipt in the register and return the register to the tapal clerk then and there.

S. Shanmugam,
Secretary.

ANNEXURE

Date	File Number	From whom received	Short Title	Current Number assigned	Section to which sent	Acknowledgement of Section Officer/Assistant of the Section
1	2	3	4	5	6	7

(True copy)

RECRUITMENT—Tamil Nadu Electricity Board—Class II / III / IV Service—Fixing a period of validity of one year for operation of the list of candidates selected for appointment—Orders issued.

B.P. Ms. (F.B.) No. 31

(Administrative Branch)

Dated 9th August 1983
Aadi 24, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Proceedings :

At present the period of validity for operation of the list of candidates selected by direct recruitment or by internal selection to various categories of posts in the services of the Tamil Nadu Electricity Board has not been prescribed. But at times, due to reasons of revision of worknorms, suppression of posts etc., occasions arise where the selected candidates could not be provided with appointment within a reasonable period and the selected lists once drawn are kept alive indefinitely till the list of candidates selected is finally exhausted. The need has been felt to fix the period of validity for operation of the list of candidates selected.

2. After careful examination of the issue, the Tamil Nadu Electricity Board hereby directs that a period of validity of one year from the date of approval of the selected list by the competent authority be prescribed for operation of the list of candidates selected for appointment to various categories of posts by direct recruitment/internal selection. On expiry of the validity period, the list of candidates selected for appointment shall be deemed as expired.

3. Consequent to the issue of orders in para 2 above, the lists of selected candidates, which are already over a year old, will be treated as lapsed.

4. Necessary amendment to the provisions in Tamil Nadu Electricity Board Service Regulation will be issued separately.

(By Order of the Board)

T. Srinivasan,
Chief Engineer (Personnel)

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Memorandum. No. 55933-U2/83—1 (Secretariat Branch) dated: 9—8—1983.

24-Aadi, Ruthrothkaari,
Thiruvalluvar Aandu-2014.

Sub : Deduction of Tax at source Income-Tax deduction from salaries during 1982—83—Regarding.

Ref : (1) Memo. No. 67899-U2/82-1 dt. 19—10—82.

(2) From Govt. of Tamil Nadu Lr. No. 121988A/A2/B, G. II/82-1. dt. 2—2—83.

The corrigendum issued by the Government of India and forwarded by the Government of Tamil Nadu in their Letter No. 121988A/A2/BGII/82-1 dated 2—2—83 is communicated to all Branches of the Board.

S. Shanmugam,
Secretary.

Copy of Letter No. 121988A/A2/BG. II/82-1 From Thiru M. F. Farcoqui, IAS., Under Secretary to Govt., Finance Department, Fort St. George Magras-9. Dated the 2nd February, 1983.

Sub : Deduction of Tax at Source—Income-tax deduction from salaries during 1982—83.

Ref : 1. G.O. Ms. No. 533 Finance (BG. II) Dept dt. 20—8—82.

2. From the Government of India, Ministry of Finance, Department of Revenue, NEW DELHI Lr. No. F. No. 275/16/82-IT (B) dt. 14—8—82.

In continuation of the orders issued in the Government Order cited, I am to forward herewith the corrigendum issued by the Government of India, Ministry of Finance for their circular No. 342 dt. 19th May, 1982 in their Letter second cited in the annexure to this letter.

M. F. Farcoqui.
Under Secretary to Government,

—True copy—

Copy of :

Annexure

F. No. 275/16/82-IT(B)
Government of India
Ministry of Finance
(Department of Revenue)
Central Board of Direct Taxes.

New Delhi, the 14th Sept. 1982.

Corrigendum

Sub : Deduction of tax at source—Income-tax deduction from salaries during the financial year—1982-83 under section 192 of the Income-tax Act, 1961.

In Circular No. 342 [F. No. 275/16/82-IT (B)] dated the 19th May, 1982, on the above subject, a few printing and other inadvertent mistakes have been noticed as detailed below :

Page No.	Item & Line No.	For	It should be read as
7	(vii) last line	" (vii) above "	" (vi) above."
15	(xvi) first line	" persons "	" person "
	para 5, first line	" if "	" it "
25	Step 7 of the example	" Rs. 50,480 " figure in the bracketed portion	" 59,480 "
29	Step 9 line 9	" Rs. 30,000 "	" 40,000 "
31	Step 6 last line	" Rs. 8500 "	" 8000 "
	Step 8	" Tax payable thereon (30 % of excess over Rs. 15,000 i.e. 11,600) ...3480 "	" Tax payable thereon (Rs. 3,000 plus 34% of excess over Rs. 25,000 i.e. 1,600)...3544 "
	Step 9	" 348 "	" 354.40 "
	Step 10	" 3828 "	" 3898.40 or 3898 "
	Last Line on the page	" Rs. 319 "	" 325 "

The above corrections may please be made in the printed copy of the circular. Similar mistakes, if any in the Hindi translation may please be corrected accordingly.

(R. C. Handa)
Secretary
Central Board of Direct Taxes.

—True copy—

Memo. No. 65068—O&M Cell/83—1 (Secretariat Branch) Dated 10—8—1983

Sub : ESTABLISHMENT—Sanction/Continuance of posts—Placing before Empowered Committee Meetings I & II—Procedure to be followed—Orders issued.

Ref : (i) B. P. Ms. No. 1308 Dated 25—8—78
 (ii) B. P. Ms. No. 164 (Sectt.) Dated 18—3—80
 (iii) B. P. Ms. (Ch) No. 9 (Sectt.) Dated 22—12—82
 (iv) B. P. Ms. (Ch) No. 10 (Sectt.) Dated 22—12—82
 (v) B. P. Ms. (Ch) No. 252 (Sectt.) Dated 4—7—83

In the B. Ps. first and second cited two Committees were constituted viz. Empowered Committee on Personnel to consider sanction/continuance of staff proposals of Provincial Category and High Level Committee to consider sanction of staff proposals of Regular Works Establishment category. Subsequently in the B.Ps. third and fourth cited the Committees were reconstituted and renamed as Empowered Committee-I and Empowered Committee-II. Consequent on the formation of Regional Chief Engineers (Distribution) the Empowered Committee-II has again been reconstituted in B. P. fifth cited.

2. As per the existing procedure the Administrative Branch which process the staff proposals of all Branches except Secretariat and Audit Branches and the Secretariat Branch which process the staff proposal of Secretariat and Audit Branches, send the original files to the O&M Cell after obtaining the approval of the respective Committee Members for placing before the meeting of the Empowered Committee-I or Empowered Committee-II as the case may be. The O&M Cell, after fixing up a date convenient to the Members, prepares the Agenda for the meeting, hand it over to the Members of the Committee and convenes the meeting.

3. During the Empowered Committees Meetings held on 25—7—83 the Members, expressed their difficulty in going through each and every file during the course of the meetings, to consider the proposals.

4. In order to overcome such difficulties of the Members of the Committee, it is hereby ordered that the following procedure shall be adopted hereafter:

"After a decision is taken by the Secretary in the case of proposals relating to Secretariat and Audit Branches and by the Chief Engineer/Personnel in the case of proposals relating to all other Branches, Systems, Circles and Offices, to the effect that the proposals may be placed before the Empowered Committee, a brief summary note will be prepared by the Section concerned on each proposal and get approved by Secretary/Chief Engineer (Personnel) as the case may be. This note should contain all information required in the proforma annexed to B. P. Ms. No. 1308 dated 25—8—78 (copy enclosed). Ten true copies of the approved notes will be handed over to O&M Cell. The copies of the notes will be handed over to the Members of the Empowered Committee along with the Agenda, as soon as the date for the next meeting is fixed."

S. Shanmugam,
Secretary.

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Copy of :

Establishment — Sanction/Continuance of posts—Streamlining of existing procedure — Constitution of Empowered Committee on Personnel — Orders issued.

Board's Proceedings Ms. No. 1308, dated 25th August 1978

Proceedings:

The Board has been sanctioning a number of posts to meet the Board's expanding activities and also with reference to the revised worknorms. It would be necessary for the authority concerned to be satisfied on the need for the sanction/continuance of post for the different branches of the organisation. The proposals will therefore have to be presented in complete shape after scrutiny in the light of the policy decisions, financial impact, organisational structure, utilisation of surplus staff, quantum and quality of work involved etc. It should also be ensured that there is no avoidable delay, in considering and sanctioning the proposal. It has, therefore, been decided to streamline the existing procedure for processing the proposals for sanction/continuance of posts are concerned.

2. In pursuance of the above decision, the Tamil Nadu Electricity Board constitutes an "EMPOWERED COMMITTEE ON PERSONNEL" consisting of the Accounts Member, the Technical Member and the Secretary to vet all staff proposals. This Committee should meet once a week and finalise the staff proposals after scrutiny and examination at office level.

3. Following the constitution of the above Empowered Committee on Personnel, the procedure for sanction/continuance of posts with effect from 1—9—1978 will be modified. All the proposals for sanction/continuance of staff (except proposals for annual continuance) shall be sent by the Chief Engineer (General) in the proforma annexed with full particulars. The original file of the office of the Chief Engineer (General) containing proposals for sanction/continuance of staff shall also be sent to the Board. The O & M Cell will supplement the proposals, if need be and analyse the proposals and record its recommendations. These proposals will then be placed before the Empowered Committee on Personnel every week. The Superintending Engineer concerned, if available in the headquarters or any other Officer well conversant with the proposal will also be asked, if necessary to assist the Committee to finalise the proposal. The proposals as finalised by the Committee will be submitted to the Chairman or placed before the Board as the case may be; for final orders. Finally, the original file will be returned to the Chief Engineer (General) along with a copy of the orders.

(By Order of the Board)

T. K. A. Dewan Mohamed,
Secretary.

PROFORMA

PROPOSAL FOR SANCTION OF POSTS CONTINUANCE

- I. Details of posts required
Purpose for which and the Office to which required.
1. **If the posts required are as per yardstick :**
 - (1) Details of existing posts
 - (2) Details of staff admissible as per yardstick
 - (3) Details of posts required to be sanctioned
2. **If the posts required are for projects/circles :**
 - (1) Details of Existing staff
 - (2) Whether similar staff has been sanctioned to other projects.
 - (3) Staff required on the above basis (as per item 2 above)
 - (4) Justification to the proposal
3. **If the proposal is for sanction of Typists :**
 - (1) Details of existing Typists
 - (2) No. of pages typed by each for a period of one calendar year.
 - (3) Details of existing Steno-typists
 - (4) No. of pages typed by each for a period of one calendar year.
 - (5) Basis for calculating the pages for the above purpose.
4. **If the proposal is for sanction of staff for special nature of work not covered by items 1, 2 & 3 above.**
 - (1) Purpose for which it is required
 - (2) Justification for the spl. nature involved
 - (3) Whether the staff to be sanctioned for this special nature will lead to sanction of similar staff to other Offices/Systems/Circles.
 - (4) How the special nature is not covered by the yardstick already prescribed.
 - (5) If there are any staff now attending to the work, furnish the following information :
 - (i) Details of the staff
 - (ii) Work for which sanction was given
 - (iii) No. and date of B. P. in which it was sanctioned
 - (iv) No. and date of B.P. in which it was last continued with item No.
- II. Extra cost involved in the sanction of additional staff
- III. Capital cost or Budget provision or the total establishment expenditure allotted for the work as the case may be.
- IV. Percentage of extra cost involved in the proposal to the total establishment expenditure as on date.
- V. Extra expenditure for the grant of amenities and concessions, including Telephones, If allowed.

(True Copy)

Memo. (Permanent) No. 57409—O & M Celi/83—1 (Secretariat Branch) dated 10—8—1983.

Sub : ESTABLISHMENT—Tamil Nadu Electricity Board—Office Procedure—
Approval and issue of Board's Proceedings—Clarifications—Issued.

Ref : B. P. Ms. No. 1314 dated 31—7—1979.

B. P. Ms. (Ch) No. 1 (Sectt) dated 26—11—1982.

In the Board's Proceedings second cited besides other things, it has been ordered, that, Board Proceedings, relating to Technical Branch shall be issued in the name of the Technical Member/Chief Engineer concerned. A question has been raised whether a Regional Chief Engineer (Distribution) can approve a Board's Proceedings and/or issue a Board's Proceedings in his name.

2. The following clarifications are issued :—

- (a) The headquarters of the Tamil Nadu Electricity Board is the Board Office, which comprise the following :—
 - (i) Board Office Secretariat Branch
 - (ii) Board Office Administrative Branch
 - (iii) Board Office Accounts Branch
 - (iv) Board Office Audit Branch and
 - (v) Board Office Technical Branch, consisting of the Chief Engineers with headquarters at Madras (excluding the Regional Chief Engineer/Distribution/Madras)
- (b) Board's Proceedings could be issued only in the name of the officers in the headquarters of the Board indicated in (a) above i. e. Secretariat Branch in the name of the Secretary, Administrative Branch in the name of Chief Engineer (Personnel), Accounts Branch and Audit Branch in the name of the Accounts Member and Technical Branch in the name of the Technical Member or the Chief Engineer concerned with headquarters at Madras (excluding the Regional Chief Engineer (Distribution), Madras.
- (c) All other Chief Engineers, who do not form part of Board Office Technical Branch, shall not approve and or issue any Board's Proceedings in his name. They shall correspond with the headquarters of the Tamil Nadu Electricity Board only in letter form and address the Accounts Member/Technical Member/Secretary/Chief Engineer (Personnel)/Chief Internal Audit Officer, as the case may be and appropriate orders will be issued by the Branch concerned in the Board Office.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

Circular Memo. No. 20311/SS. 1/83-1 (Secretariat Branch) Dated the 12th August 1983
Aadi 27th, Ruthrothkari,
Tiruvalluvar Aandu 2014.

Sub : Departmental Disciplinary Proceedings cases pending with Regional Chief Engineers, Superintending Engineers Board Office Adm, Branch and Board Secretariat Branch--Time limit for disposal—Furnishing copies of communications Instructions-Issued.

- Ref :** 1. Board's Proceedings Ms. No. 368 Secretariat Branch dated. 7—7—80.
 2. Vigilance Cell Circular Memo. No. 11476/SS. 1/82-11 dated. 31—8—82.

The Vigilance Cell is being consulted by the Chief Engineers, Superintending Engineers, Administrative and Secretariat Branches seeking clearance for acceptance of resignations and deputation of employees of the Board. When such enquiries are made and when the names of employees required are involved in enquiries or Disciplinary Proceedings is pending against them, it becomes very difficult for Vigilance Cell to present a correct picture of the stage at which the matter stands in the absence of correct field report. All Disciplinary Proceedings cases are invariably delayed and the following time limit prescribed for disposal of Disciplinary Proceedings cases in Board's Proceedings Ms. No. 34, Administrative Branch dated 29—1—1982 is not observed.

1. Director of Vigilance & Anti-Corruption cases. 180 days.
2. Departmental Disciplinary Proceedings cases. 90 days.

2. In Circular Memo. No. 11476/SS. 1/82-11 dated 31—8—1982 all the Superintending Engineers were specifically informed to advise officers dealing with Disciplinary Proceedings cases to send copies of (1) Memo. calling for explanation (2) Charge Memo. (3) Findings of Enquiry Officer and (4) Final Orders issued on each Disciplinary Proceedings case promptly to Vigilance Cell indicating Vigilance Cell reference No. and date. These are also not sent to Vigilance Cell properly. Further, specific instructions have been issued to all the Superintending Engineers to send copies of orders placing an employee under suspension to Vigilance Cell for indexing. Such suspension orders are also not received properly in Vigilance Cell. Besides this, in D. O. Letter No. 14668/SS. 1/81-1 dated 29—8—81 a proforma for sending monthly reports on each Disciplinary Proceedings cases has been prescribed. It is observed that many of the Superintending Engineers are not sending the monthly proforma regularly.

3. All Chief Engineers, Superintending Engineers and all Branches of Tamil Nadu Electricity Board are informed that in future, copies of orders of suspension, monthly report on each Disciplinary Proceedings cases about the stage of the Disciplinary Proceedings as per the proforma prescribed, copies of Memoranda calling for explanations, charge memo., final orders issued on the Disciplinary Proceedings etc. should be promptly communicated to the Vigilance Cell indicating clearly Vigilance Cell reference No. and date.

(By Order of the Chairman)

S. Shanmugam,
 Secretary.

Sub: Administrative Branch—Functions of Tapal and Despatching Section—Certain instructions issue of — Regarding.

The following instructions are issued to the Senior Superintendent in-charge of Tapal Section and Despatch Section to ensure prompt and proper distribution of Tapals received in this office then and there.

1. As soon as the post bag is received in the Tapal Section, the covers may be seen by the Senior Superintendent, and then allowed to be opened by the Junior Assistant with the help of an Office Helper. The Junior Assistant will be called as Tapal Clerk.
2. Covers addressed to Administrative Branch and Chief Engineer/Personnel by designation may only be opened in the Tapal Section and those addressed to Chief Engineer/Personnel D.C.E. and to any other officers in Adm. Branch **by name cover** may be sent to them immediately.
3. Covers addressed, to other Chief Engineers in Madras City i.e. Chief Engineer/Planning & S.S., Chief Engineer/Materials Management, Chief Engineer/Hydro & Transmission and Special Officer (Stores) need not be opened here. As they may contain technical matters to be dealt with by the S.Es/Technical branches they may be immediately sent to the T.As concerned. Covers addressed to Regional Chief Engineer/Madras need not also be opened here and they may be sent to P.O/R.C.E/Madras.
4. The Junior Assistant in-charge of Tapals will receive the local tapals coming through messengers from local S.Es/Companies/Public intended to Adm. Branch/C.E/Personnel only.
5. Tapals coming through messengers from local S.Es/Companies intended to Chairman/Secretary/Accounts Member/Technical Member may be asked to be handed over to the Secretariat Branch and that C.E/M.M., C.E/P. & S.S., C.E/H. & T. and Special Officer/Stores may be asked to be handed over to the concerned Technical Assistant as they may contain technical matters.
6. The Technical Assistant to the Chief Engineers mentioned in item 5 above, will send the Tapals on technical matters after perusal by Chief Engineer directly to the S.Es concerned. If they happen to receive any paper related to Adm. matter they may be sent to Personal Assistant/Branch Establishment who will mark the Section to which it relates. T.A. to C.E/H. & T. will send such papers to P.A/Technical Branch (H. & T.) and P.A/B.E. taking into account the subject dealt with in the Technical Branch and Adm. Branch in respect of the Circles attached to C.E./H. & T.
7. Covers received from the Board/State Government/Central Government/other Government need not be opened in the Tapal Section. They may be sent Immediately in a folder to T.A. to C.E/Personnel who will arrange for the perusal of the Tapals by C.E. before they are marked to Sections. After perusal by Chief Engineer/Personnel Technical Assistant will mark the papers related to the Technical S.Es. in the Headquarters and send all the Tapals to Tapal Section i.e. Senior Superintendent.
8. The Tapal Clerk will put up all the Tapals received through post and messenger to the Senior Superintendent who will mark them to the Sections. The Tapals so marked by the Senior Superintendent may be numbered and sent to the Section through Distribution Register.
9. There is possibility of wrong delivery of covers addressed to other departments i.e. Chief Electrical Inspector to Government, Tamil Nadu Housing Board and other Chief Engineers of the Government by mixing them in the post bag of this office. They may be returned to the postman without opening it. If any cover addressed to other departments is opened here by oversight, they should be transmitted to the addressee, immediately with an official endt. on it signed by P.A/B.E. The Senior Superintendent will be incharge of this and a register to show the details of references sent in such a way may be maintained and acknowledgement of the despatching section obtained in it.

10. As per the instructions of Board/Secretariat Branch in Office Order No. 1553 Dated 1—8—1983 P.A/B.E. will be incharge of marking of Court Orders/Summons received through Secretariat Branch and direct in this office. While the Court orders and Summons sent from the Secretariat Branch will be received direct by P.A/B.E. Summons and Court Orders addressed to C.E/Personnel sent through messenger by local Courts and that by post by the Courts In mofussil, will be received in the Tapal Section. They may be immediately brought to the notice of the P.A/B.E. All the Court matters marked by P.A/B.E. may be registered in a register immediately and sent to the officer to whom it is marked and his acknowledgement obtained in the register itself. The officer himself should receive it and acknowledge as per the instructions of Board. The Senior Superintendent will take special care on this.
11. Tapals once numbered and sent to through Distribution Register to the various sections in this branch should not be received back by the Tapal Section as there are already instructions to sections to transfer the tapals not related to them to the Section concerned with the approval of the Officers.
12. Tapals received from Secretariat Branch not related to this office, but to other local Superintending Engineers of Technical branch may be entered in a register for getting the acknowledgement of the Tapal Section of that office as is being done in Secretariat Branch. They need not be renumbered with the Tapals of this office.
13. Tapals sent to various sections in this office should only be numbered and tapals once numbered should not be renumbered for any reasons.
14. Each subject dealing Assistant/Junior Assistant should acknowledge the receipt of the current by him in the Distribution Register. When the Distribution register is received back in the Tapal Section next day it may be checked, whether all the tapals sent previous day have been duly acknowledged by the Assistant/Junior Assistants. If there is any lapse by any Section in following these instructions it may be brought to the notice of the P.A/B.E. who in turn will take up the matter with the P.O/P.A. concerned for further action to be taken.
15. Telegram addressed to "QUYANULATA" "C.E/Personnel," should only be received in this branch. Some telegram may bear the designation "Chief Engineer" only without the correct designation of C.E. On opening only it may be known to which C.E. it relates. They may also be received here and opened and then sent to the C.E. or S.E. to whom it may relate. If it relates to this branch it may be sent to the P.O/P.A. concerned.
16. In case the postman brings the telegrams intended to local S.Es. for delivery in this office he may be directed to hand over it to the addressee giving him the information where the office is situated.
17. Separate registers are to be maintained in the Tapal Section for registering the following :
 1. Tapals addressed to other departments opened here by oversight and then transmitted with official endt. on it and despatched.
 2. Court orders/Summons received, through Secretariat Branch by P.A/B.E. and direct in this office through post and messenger in which acknowledgement of the officer to whom it was marked to be obtained.
 3. Register for obtaining the acknowledgement of the local tapals mentioned in para 12 above,
 4. Register to contain the details of Telegrams and Telex received in this branch with particulars of whom they were sent.
 5. Register of letters received from State/Central/Other Governments and D.O, letters received from Chairman/Accounts Member/Secretary/addressed to C.E./Personnel, D. C. E.
 6. D.O. letters addressed to C.E/Personnel, D.C.E, by the S.Es. and other officers of Board.
 7. Register of registered tapals from anybody to this office.

18. Memos and leave sanction orders intended to the employees of this office to be despatched by the despatching section may be sent to individual concerned directly and they should not be handed over to Tapal Section. Copies of any reference intended to be despatched to all Sections may only be transmitted by Despatching section to Tapal Section for Distribution along with other Tapals duly numbered.
19. References that should go to the Regional Chief Engineer/Madras and local S.Es. from despatching section should not be handed over to Tapal Section. Likewise tapals that should go to the Regional Chief Engineer/Madras and local S.Es. from Tapal Section should not be handed over to Despatching Section. Both sections should function independently. As separate Office Helpers are attached to them they themselves should send the references to the above officers and get the acknowledgement in the registers maintained by them.
20. Both the Tapals and despatching section should ensure that all the papers and files received by them are distributed and despatched, as far as possible on the same day itself and in exceptional cases the next day. The Tapals that could not be marked by the Senior Superintendent may be brought for the notice of the P.A./B.E. for proper marking of it and on any account there should not be delay both in Tapal and Despatching Section for more than a day.
21. Copy of this Circular which contains instructions to the Senior Superintendent/Tapal Section is marked to all Section Heads also for noting the instructions under item—11 and 14, 2 Copies are enclosed. One copy may be circulated among the staff in the Section and his/her acknowledgement full signature and not initial for having seen the instructions may be obtained on it which may be returned to P.A./B.E. through an U.O/Note.

T. Srinivasan,
Chief Engineer/Personnel.

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Establishment—Pykara Electricity System—Change of name of the system as Coimbatore Electricity System—Orders issued.

B. P. Ms. (Ch.) No. 434

(Administrative Branch)

Dated, 12—8—1983
Aadi 27, Rudhrothkaari,
Thiruvalluvar Aandu, 2014

Read :

B.P. Ms. (Ch.) No. 62 (Adm.) dated 12—2—1983

Proceedings :

The Pykara Electricity System is now functioning with its headquarters at Coimbatore. In the B.P. Ms. (Ch.) No. 62 (Adm.) dated 12—2—1983, a second Superintending Engineer was sanctioned to the system and the two Superintending Engineers were designated as Superintending Engineer/Coimbatore (South) and Superintending Engineer/Coimbatore (North), also demarcating their respective jurisdiction. In para 3 of the B.P. it was also ordered that the existing Superintending Engineer/Pykara Electricity System shall hereafter be known as Superintending Engineer/Coimbatore (South) and the newly sanctioned Superintending Engineer as Superintending Engineer/Coimbatore (North). The intention was to rename the Pykara Electricity System itself as Coimbatore Electricity System. It is noticed that correspondence still bears the name of Pykara Electricity System.

2. It is therefore hereby ordered that the Pykara Electricity System shall henceforth be known as Coimbatore Electricity System and the Superintending Engineers are requested to give effect to the orders forthwith.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer/Personnel.

Chairman's Memorandum No. 1157/Adm. Br./IR 2(1)/83-3 dt. 15—8—83

Sub : Establishment—TNEB—Procedure to be followed for consideration of request transfers—Regarding.

Ref : 1. Memo. No. 1157/Adm. Br/IR2(1)/83-1 dated 15—7—1983.
2. Memo. No. 1157/Adm. Br/IR2(1)/83-2 dated 4—8—1983.

The following instructions are issued governing the procedure to be followed in regard to scrutiny of applications for request transfers:—

2. All applications so far registered under the procedures prior to 15—7—83 will be treated as cancelled and fresh applications called for immediately from all the employees seeking transfers. The applications should be in the format enclosed.

3. The applications received will be entered in a register in the offices of the appropriate officers competent to effect the transfers. The format of the register is enclosed.

B. Vijayaraghavan,
Chairman.

I. Format for Applications for Transfer

1. Name of the applicant (Employee No. if available)
2. Present designation.
3. System/Circle/Station in which he is working.
4. Station/System/Circle to which transfer is requested. *2. The distance in kms. from old stn. to new stn.*
5. Date of joining in the present station.
6. Length of service in the present station.
(From — To)
7. Length of Service in the station to which transfer is sought. (From — To)
8. Reasons for transfer requested.

Undertaking

I shall forego transfer travelling allowance for the above transfer.

Place :

Date :

Signature of the Applicant.

II. Format for Maintaining Register of Request Transfers.

1. Sl. No.
2. Date of receipt of application.
3. Name of applicant.
4. Present post and station.
5. Station to which transfer is sought.
6. Grounds on which transfer is sought.
7. Length of service in the present station.
8. Length of previous service in the station to which transfer is sought.
9. Circumstances in which petitioner was posted to the present station.
10. Remarks.

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Memorandum No. 797/Adm. Br/IRI (3)/83-1 dated 15-8-1983

Sub : Establishment—Class III Service—Availing of Earned Leave beyond 4 times in the case of clerical workmen and 3 times in the case of field workmen—Waiver of stipulation in favour of office bearers of unions—Instructions issued—Regarding

Ref : Board's Memo No. 56484—G2/70 dated 21-1-71

Under the standing Orders, the maximum number of occasions during which a workman can avail himself of Earned Leave is restricted to four times in a year in respect of workmen engaged in clerical departments and three times in a year in respect of workmen other than those engaged in clerical departments. Instructions were issued in the reference cited that these restrictions need not be strictly adhered to in the case of workmen engaged in clerical work who are office-bearers of the unions. Representations have been received from some of the unions to extend this concession also to workmen other than those engaged in clerical work who are office-bearers of the unions. The following instructions are issued in supercession of the instructions issued in the memo cited :

The restrictions in the Standing Orders governing the number of occasions during which a workman can avail himself of Earned Leave need not be strictly enforced in respect of both clerical and non-clerical workmen who are office-bearers of the unions. However, if the services of the workman concerned are required urgently due to exigencies of service, the leave may be refused.

B. Vijayaraghavan,
Chairman.

Memorandum No. 14040—P2/83—3 (Secretariat Branch) dated 16th August, 1983

Sub : Leave Benefits—Unearned leave on Medical Certificate admissible to Helpers, Duffadars, and workmen covered by Standing orders in respect of workmen other than those engaged in Clerical work—Enhancement Certain clarification.

Ref : 1. B.P. Ms. No. 358 dated 15—3—1978
2. Board's Memo No. 30280—B2/78—2 dated 7—10—1978

As per B.P. Ms. No. 358 dated 15—3—1978 read with Memorandum No. 30280—B2/78—2 dated 7—10—1978, regular service should be taken into account for calculating 15 years of service for grant of medical leave and "temporary service" (T. C. L. service) should not be taken into account.

2. In the Board's Memorandum No. 25340—IRS—1(3)/R1/79-26 dated 20—12—1979 in which an amendment was issued to B. P. Ms. No. 252 (Sectt. Branch) dt: 14—11—1979, it is ordered that contingency service, if it is not a part-time one, can be taken into account while computing completed years of service for granting weightage.

3. Now the Superintending Engineer/South/Pykara Elec. System has sought clarification that whether the "contingent" service rendered by an employee prior to the appointment in the Regular Work Establishment cadre can be taken into account for the computation of 15 years of regular service for sanction of Unearned leave on Medical Certificate.

4. It is clarified that the service rendered by the contingent staff except daily paid service may be taken into account for computing 15 years of Regular service for the grant of Unearned leave on Medical Certificate.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Endorsement No. 65573—P2/83—1 (Secretariat Branch) dated 16—8—83

Ref : From Thiru T.C. Md. Hussain, Dy. Secretary to Government, Health & Family Welfare Department, Govt. of Tamil Nadu. Letter No. 26862A/1—83—3 dt. 31—5—83

communicated.

S. Shanmugam,
Secretary.

Copy of Government letter No. 26862A/1—83—3 dt. 31—5—83 from Thiru. T.G. Md. Hussain, Dy. Secretary to Government, Health & Family Welfare Department, Govt. of Tamil Nadu.

Sub : Physical Fitness certificates—Issue by Medical Officers—Collection of fees.

It has been brought to notice of the Government that a Civil Surgeon collected a sum of Rs. 16/- from each of the candidates for physical check up and issue of Physical fitness certificates consequent on their provisional selection for appointment as Grade II Police Constables, in violation of the provisions in para 504 of the Tamilnadu Medical Code-Volume I which is extracted below :—

"Levy of fees for the medical examination of candidates as to their Physical fitness—Candidates for employment under the Central Government and local bodies or servants of such local bodies, candidates for Tamil Nadu Government Service selected by the Tamil Nadu Public Services Commission and candidates selected by the heads of offices or heads of departments should pay the prescribed fee to Government Medical officers for the grant of certificates of physical fitness.

Provided that candidates for appointment to the inferior service, to the posts of Last Grade Government servants in work charged establishments, posts of constables in the Police force and posts in warder establishment in the Jail Department and generally to posts the maximum of the scale of pay of which does not exceed Rs. 240/- shall not be required to pay for the grant of certificates of physical fitness by Government Medical Officers". (G. O. Ms. No. 1220, Health dt. 5th April, 1950 and No. 373, Health dated 2nd February, 1951).

2. In order to avoid hardship to the individuals approaching Medical Officers for issue of Physical fitness certificates, it must be ensured that when a reference is issued for medical examination attention of the candidate/Medical Officer is invited to the provisions contained in the rules on the subject and that a definite indication is given in the said reference whether or not, a fee is payable to the concerned Medical Officer. If payable, the exact amount of fee should also be indicated in the reference.

3. The Director of Medical Education/Director of Medical Services and Family Welfare are requested to issue suitable instructions to the Heads of Medical Institutions and other recruiting agencies under their control. A copy of the instructions issued in this regard be sent to Government for reference.

T. G. Md. Hussain,
Deputy Secretary to Government.

/True copy/

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Memorandum No. 33468-B1/83-1, (Admn. Branch) Dated 16-8-83

*Sub : Establishment—Officers and staff of Tamil Nadu Electricity Board—
Applications for part-time courses.*

The following instructions are issued governing the procedure to be followed in forwarding of applications from officers and staff of the Tamil Nadu Electricity Board for part-time courses. This is in modification of the existing instructions and procedures followed.

- (i) The competent authority to forward the applications to the educational institutions shall be the Chairman in respect of Class I Officers and the CE/Personnel in respect of all other categories.
- (ii) Applications will be considered only for courses which are relevant to the field of work of the applicant concerned. This will be courses in Engineering in respect of Engineers and Regular Work Establishment and courses in Law, Commerce and Accountancy in respect of clerical staff and officers in Accounts, Audit, Secretariat, Stores and Administrative cadres.
- (iii) Permission will be granted only if the course is conducted in the headquarters where the concerned employee is working since permission to undergo courses in institutions located away from the place of duty will be detrimental to the discharge of his normal duties.
- (iv) Applications should specify the month and year in which the applicant seeks admission and the duration of the course. The Order granting the permission should specify these details and will be valid only for the said period.
- (v) Applications will be considered only from persons who have put in less than three years of service in their present station where the course is conducted since those who have done more than three years in their present stations are likely to be transferred any time. Even though, at present, the applications are forwarded subject to the condition that admission to the course will not be a guarantee against transfer if it becomes necessary in the middle of the course,

representations are received from persons undergoing such courses against any transfer in the middle of the courses. The present condition is stipulated only to avoid such situations.

- (vi) Even in respect of persons who have done less than three years in the present station, applications will be forwarded only subject to the condition that admission to the course is no guarantee against transfers in the middle of the course. However such transfers should be avoided to the extent possible.
- (vii) In order to avoid dislocation of work by large numbers of persons applying for such courses, the ceiling of 30% in each category imposed in Board's Memo. No. 075048/546/C1/Adm. Br/81—3 Dated 21—10—81 will continue to apply. The ceiling of 30% will be worked out with reference to the unit for postings and transfers.

B. Vijayaraghavan,
Chairman.

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ESTABLISHMENT—Submission of Fortnightly diaries and D.O. narrative report by Chief Engineers and Superintending Engineers.

B. P. Ms. (Ch) No. 301

(Secretariat Branch)

Dated 16th August 1983
31st Aadi, Rudrothkari
Thiruvalluvar Aandu, 2014

Proceedings :

The Chief Engineers, other than Chief Engineer/Planning and System Operation, Chief Engineer/Personnel and Chief Engineer/Materials Management, the Special Officer/Stores, all the Superintending Engineers of O&M. Systems, the Superintending Engineers/General Construction Circle and the Superintending Engineers/Anti Power Theft Squad should henceforth furnish a fortnightly diary with a covering Demi Official narrative report so as to reach me by the 5th and the 20th of every month. The Superintending Engineer should also send a copy to the Chief Engineer concerned.

2. The fortnightly diary to be personally drafted and signed by the officer concerned should give the salient details of the work done day by day especially in regard to inspections, reviews, etc. The Demi Official narrative report also should be personally drafted by the officer concerned and should briefly state the significant contributions made by him in the fortnight.

3. The first report should reach me on the 5th of September 1983.

4. The Chief Engineers (other than Chief Engineer/Planning and System Operation, Chief Engineer/Personnel and Chief Engineer/Materials Management), the Special Officer/Stores, all the Superintending Engineers of O&M Systems, Superintending Engineers/General Construction Circle and the Superintending Engineers/Anti Power Theft Squad are requested to acknowledge the receipt of this Board's Proceedings.

B. Vijayaraghavan,
Chairman.

Memo. No. 032683/837/RIII(2)/63—1 (Administrative Branch) Dated 16—8—83

Sub : Recruitment—Employment assistance to the dependants of employees who die in harness—Procedure of disposal.

Ref : B.P. Ms. (CH) 411 Adm. Branch. dt. 22—7—1983.

In continuation of the orders issued in the B.P. cited, the following instructions are issued in regard to the procedure to be followed for processing the applications for employment under the Board received from the dependants of employees who died in harness leaving the family in indigent circumstances.

- (i) If the request is received in the form of an ordinary petition, it should be returned to the applicant instructing him/her to apply **in the prescribed form**. Two copies of the application form should be sent to the candidate along with the above communication and he/she should be asked to apply to the Superintending Engineer concerned (i.e. the Superintending Engineer in whose jurisdiction the deceased last worked) in the prescribed form and to send the duplicate copy to the Chief Engineer/Personnel simultaneously.
- (ii) If, on a scrutiny of the application, the Superintending Engineer finds that the applicant does not possess the prescribed qualification for appointment to any one of the initial level categories of the posts in the T.N.E.B., he should forward the application to the Chief Engineer/Personnel along with his report. After satisfying himself that the candidate is not qualified, the Chief Engineer/Personnel will pass orders rejecting the application summarily.
- (iii) If the Superintending Engineer finds that the applicant is *prema facie* qualified, he should cause a field enquiry to be conducted by the Assistant Divisional Engineer concerned and send a report to the Chief Engineer/Personnel within a month. Documents in support of the age and educational qualification should accompany the report.
- (iv) If any application is received direct in the office of the Regional Chief Engineers or the Headquarters Office, the applicant will be given a reply asking him/her to apply in the prescribed form to the Superintending Engineer with a copy to the Chief Engineer (Personnel).
- (v) With reference to the orders in the B.P. cited, a fresh register should be opened in the office of the Chief Engineer/Personnel in supersession of the existing register, for registering the applications in the prescribed form received at the headquarters from the dependants of deceased employees. As for the applications already received by the Board prior to the issue of the B.P. cited, the applications of those candidates, who are fully qualified only will be registered in the new register for watching the progress of action on them as per para 3 of the B.P. cited above.

The register already maintained will be closed.

- (vi) A similar register should be maintained by the Superintending Engineers for keeping a watch on the action taken on applications received in the prescribed form.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer (Personnel)

Memorandum No. 35220-R1/82-4 (Secretariat Branch) Dated the 16th August 1983
Aadi 31, Rudhrothkaari, Thiruvalluvar Aandu, 2014.

Sub : Establishment—Tamil Nadu Electricity Board—Sanction of stagnation increment after reaching the maximum of the scale of pay—Fixation of pay on movement to Selection Grade—Clarification—Issued.

Ref : From the S.E./Kanyakumari Electricity System Ir. No. ADM 2/A2/D. 1050/82 dt. 16/19—11—1982.

In the letter cited, the Superintending Engineer/Kanyakumari Electricity System has expressed a presumption as mentioned below :—

“One Helper of this system has reached maximum of the scale of pay of Rs. 300—5—325—10—375—15—435 on 1—10—80. He has been sanctioned stagnation increments raising his pay to Rs. 450/- and 465/- from 1—10—81 and 1—10—82 respectively. He will complete 10 years of service as Helper from 1—1—83. He will therefore have to be moved to Selection Grade (Helper) in the scale of pay Rs. 355—10—375—15—480—20—600 with effect from 1—1—83. It is presumed that his pay in the selection grade scale has to be fixed at Rs. 480/- (i.e.) next stage in the Selection Grade scale taking into account also the stagnation increments already sanctioned, from 1—1—83, the date from which he will have to be moved to selection grade.”

2. The presumption expressed by the Superintending Engineer, Kanyakumari Electricity System referred to in para 1 above is correct. The Chief Engineers, Superintending Engineers and other Officers of the Board are informed that when an employee is moved to a higher scale of pay by way of selection grade after drawing stagnation increment(s) in the ordinary grade scale of pay, he shall be allowed pay fixation in the higher scale of pay at the stage next above the pay in the ordinary grade including the stagnation increment(s).

S. Shanmugam,
Secretary.

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Memo. No. SE/SSC&D/DE (SED)/A1/Delegation of Powers/D150/83, (Technical Branch) dt. 16—8—83
Aadi 31st Ruthrothkari, Thiruvalluvar Aandu, 2014.

Sub : Delegation of powers—Revised powers of sanction of Superintending Engineers/ Divisional Engineers and Asst. Divisional Engineers—Board's ratification at the 442nd meeting of the Board held on 16—7—83.

The Tamil Nadu Electricity Board has ratified the orders issued in B.P. Ms. (Ch) No. 128 Technical Branch, dt. 24—6—83.

(By Order of the Board)

L. R. Saptharishi,
Chief Engineer/Planning and System Operation.

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Chairman's Circular No. 68003 — O&M Cell/83-1, Dated 17—8—1983

Sub : Establishment—Diversion of staff—Banned

The practice of diverting staff for work other than that for which they were originally sanctioned or outside the headquarters/jurisdiction originally sanctioned has led to large-scale abuses. This practice should stop forthwith. The staff so diverted should be restored to their original stations and original work before the 31st August 1983.

2. If any such case comes to notice after 1—9—83, severe disciplinary action will be taken against the persons responsible.

3. Cases may arise where to meet major breakdowns or other such emergencies R.W. staff have to be diverted temporarily. If this becomes unavoidable, it can be permitted by the Divisional Engineer concerned within his jurisdiction for a period not exceeding one month.

4. The Chief Engineers/CFC should obtain the acknowledgement of their subordinates for the receipt of this Circular.

B. Vijayaraghavan,
Chairman.

Endt. No. 66286 GI/83—/12 (Secretariat Branch) dt. 17—8—83.

Ref : U.S. to Cont. Public (POLITICAL B. Dept.) Govt. of Tamilnadu, Letter dt. 3—8—83.

Copy Communicated to all CEs, RCEs, CFC, CIAO & PRO.

T. M. Jayavelu,
Under Secretary

Copy of Letter No. 1781/81—10 From Thiru S. Ramasundaram, I.A.S., Under Secretary to Government, Public [Political B. Dept.] Govt. of Tamil Nadu

Sub : Train accommodation—Quota for State Government in certain trains—Restored.

The quotas of reserved accommodation in various trains as per the list enclosed has since been restored. Officers of this State Government may avail this facility whenever they find it difficult to get reservation in the trains starting from Madras Central/Egmore in the normal course.

S. Ramasundaram
Under Secretary to Government

(True Copy)

Quotas by different trains earmarked for Tamil Nadu Government.

Train	Quota allotted (I Class)
Broad Gauge :	
1. No. 1 Madras—Mangalore Mail	1
2. No. 4 Madras—Howrah Mail	1
3. No. 5 Madras—Mettupalayam Nilagiri Exp.	1
4. No. 7 Madras—Bangalore Mail	1
5. No. 10 Madras—Bombay Mail	1
6. No. 12 Madras—Dadar Express	1
7. No. 15 Madras—New Delhi G. T. Express	1
8. No. 19 Madras—Trivandrum Mail	2
9. No. 27 Madras—Mangalore West Coast Exp.	1
10. No. 41 Madras—Cochin Express	1
11. No. 43 Madras—Kakinada Circar Express	1
12. No. 53 Madras—Hyderabad Express	1
13. No. 121 Madras—New Delhi Tamil Nadu Exp.	1 AC 2 T
14. No. 142 Madras—Howrah Coromandel Exp.	1 „

Metre Gauge :

1. No. 101 Madras—Rameswaram Express	1
2. No. 105 Madras—Quilon Mail	1
3. No. 117 Madras—Madurai Pandyan Exp.	1
4. No. 119 Madras—Tirunelveli Nellai Exp.	1
5. No. 177 Madras—Trichy Rockfort Express	1

(True Copy)

Chairman's Circular No. 67993/O & M Cell/83—1 Dated 17—8—1983.

Sub : Correspondence—Routing of references “through the proper channel”.

The practice of all papers being sent from superior officers to subordinate officers and *vice versa* “through the proper channel” results in abnormal delays in transmission especially considering the number of levels involved in some cases. Nor does this serve any particular purpose.

2. It is, therefore, ordered that, in future, all references will be sent direct to the person to whom it is addressed and copies marked to the intervening levels of authority. In respect of reports sent by subordinate authorities to higher authorities skipping levels in this manner, it will be open to the authority at intervening levels, on receipt of a copy, to offer its remarks, if it so desires, to the higher authority.

3. In disciplinary cases also, the correspondence should be addressed direct to the delinquent marking copies to his immediate superior officer except in cases where the communication has to be served through the immediate superior officer. Similarly, while corresponding with the delinquent he will be asked to send his explanation, reply, etc. direct to the authority who calls for it.

B. Vijayaraghavan,
Chairman.

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Memo. No. 39151/P2/83—1 (Secretariat Branch) Dated 18—8—1983.

Sub : Medical Reimbursement claims—Admission procedure—Clarifications Issued.

Ref : From the S.E./Vellore Elec. System letter No. SEV/PRS/RWE/8691—1/1A.9/83, dt. 9—5—83.

All the Chief Engineers and Superintending Engineers are informed that specific sanction by the competent authority is necessary for reimbursement of cost of spectacles, to an employee of the Board. The conditions stipulated in B.P. Ms. No. 1383, dated 13—9—78 read with further instructions on the subject, should be satisfied before sanction is accorded and necessary entry made in the Service Book of the employee concerned.

2. In cases of claim for reimbursement of the medical expenses incurred by the Board employee, however, no separate sanction is necessary, provided each claim is admissible under the rules and orders on the subject. The instructions issued regarding checking up the genuineness of medical reimbursement claims, in Memorandum No. 28250—B2/78—1 dated 28—7—78 and further instructions issued thereon in Memorandum (Permanent) No. 19253/P2/83—1 dated 2—4—83 should be followed scrupulously.

S. Shanmugam,
Secretary.

Amenities—Project areas in Madurai and Tirunelveli—Free shandy trips for employees in isolated camps—Proposal—Approved.

B. P. Ms. (Ch.) No. 310

(Secretariat Branch)

Dated the 18th August, 1983
4 Aavani, Ruthrothkaari,
Thiruvalluvar Aandi, 2014.

Ref: From SE/PC (S) /Madurai Lr. No. PRS III/A2/F.S.T./951/80, dt. 22—11—80.

From SE/G.C./Tirunelveli Lr. No. SEG/Tin/Cs/JA/F8A/D. 336/82, dt. 13—1—'82.

Proceedings :

The Superintending Engineer/Project Circle/South/Madurai has proposed that weekly shandy trip may be provided for the employees residing at Servalar camp as they are experiencing great difficulty in the isolated place for procurement of provisions. Similar request was also made by the Superintending Engineer/Generation Circle/Tirunelveli for providing weekly shandy trip for the employees residing at Suruliyar Power House Lower camp.

2. The proposals of the Superintending Engineers have been accepted.

Sanction is accorded.

- (1) to the use of the departmental school bus in the Servalar project by the employees of the Board residing at Servalar camp for weekly shandy trips from Servalar camp to Vikramasingapuram and back free of cost and
- (2) to the use of the departmental vehicle at Suruliyar by the employees residing at Suruliyar Power House Lower camp for weekly shandy trips from Suruliyar to Cumbam and back free of cost.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Memorandum No. 929/P.1/83—4 (Secretariat Branch) Dated 19—8—1983

Sub : Establishment—Engineering Graduate—Incentive Increment for acquiring Master of Engineering Degree Qualification—Date of effect for sanctioning advance increments—Revised orders issued.

Ref : 1. B.P. Ms. No. 2409, dated 02—12—1979.
2. Board's Memo. No. 67865/P.1/80—1, dated 11—05—1981.

According to the instructions issued in the Memo. cited, the Engineers of the Board who acquire Post Graduate Degree in Engineering shall be allowed advance increments as laid down in B.P.Ms No. 2409, dated 2—12—1972 from the date of Provisional Certificate. It has been represented that there is administrative delay in the issue of Provisional Certificates and that following the procedure adopted in Government the advance increments to Post Graduate Degree holders may be allowed with effect from the date following the last date of examination.

2. After careful consideration, it is hereby ordered that advance increments be sanctioned to the Engineering Personnel who acquire Post Graduate Degree in Engineering, from the date following the last date of the examination.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

Circular No. 815—B1 (1)/Adm. Branch/83—15 Dated 22—8—83

Sub : Establishment—Submission of files to Officers—Instructions—Regarding.

Of late, it is noticed that while submitting files to Officers, procedures prescribed therefor are not being followed. In some cases page numbers both in the note files and in the running current files are not marked. It has also been impressed that file numbers should invariably be noted on each sheet on the top of the note file. The above instructions are not followed. The Personnel Officers and Personnel Assistants of the Administrative Branch are requested to instruct their staff working under them that while submitting files to officers, page numbers should be marked both in the running files and in the note files duly marking all the references mentioned in the note file. Failure in this respect will be viewed seriously.

It is also observed that while marking the files to Officers in pencils, large space is provided between the two officers; thus wasting the stationery. It is enough if a small space is provided in this respect in between the officers. As marking is made in pencil, and if the intervening officers make further noting and the space provided is not sufficient, he can erase and contribute his views and then mark the file to his higher officer in pencil. It is imperative that stationery is not wasted in this respect.

They are requested to adhere to the above instructions strictly.

T. Srinivasan,
Chief Engineer (Personnel)

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Establishment—Temporary—Distribution Systems, Construction, Generation, Project Circles and Headquarters Superintending Engineers Offices—Draughtsman categories—Fixation of staff pattern and sanction of staff—Revised orders issued.

B.P. Ms. (Ch) No. 452

(Administrative Branch)

Dated 22—8—1983.

Aavani 6, Ruthrothkaari
Thiruvalluvar Aandu 2014.

Read :

1. B.P. Ms. No. 478 (Adm) dated 7—8—'82
2. B.P. Ms. (Ch) No. 141 (Adm) dated 14—3—'83
3. B.P. Ms. (FB) No. 8 (Adm) dated 6—4—'83
4. B.P. Ms. (FB) No. 13 (Adm) dated 29—4—,83
5. B.P. Ms. (Ch) No. 316 (Adm) dated 10—5—'83
6. B.P. Ms. (FB) No. 19 (Adm) dated 3—6—'83

Proceedings :

In the B.P. first cited, the Board fixed certain guidelines/norms in regard to sanction of posts of Draughtsman categories for the systems/circles and accorded sanction on the basis of the norms prescribed therein for the posts of 5 Chief Head Draughtsman, 88 Draughtsman I Grade, 237 Draughtsman II Grade, 355 Draughtsman III Grade and 302 Assistant Draughtsman in supercession of all previous sanctions in respect of all Distribution systems, Construction, Generation, Project Circles including Headquarters Superintending Engineers offices.

2. As a result of an industrial dispute raised by the Tamil Nadu Electricity Workers' Federation, the implementation of the orders in the B.P. first cited was stayed except for certain posts which were utilised prior to the stay of the B.P. However, sanction for further continuance of all the posts was accorded upto 29—2—'84 in B.P. Ms (Ch) No. 141 (Adm) dated 14—3—'83 with specific instructions **not to operate** the revised sanctions other than the 14 posts already utilised, until further orders.

3. An agreement having been reached on the issue raised by the Tamil Nadu Electricity Workers' Federation by bilateral discussions with the Federation, the Board hereby makes the following modifications to the guidelines/norms already fixed in para (1) of the B.P. under reference first cited, in regard to sanction of the posts of Draughtsman categories:—

(i) The extra posts of Draughtsman as mentioned in item (ii) of para 1 of the B.P. first cited, shall also be considered to the O&M systems where there are 8 O&M Divisions and more or, where an additional Superintending Engineer is sanctioned.

(ii) Item (iii) of para one of the B.P. first cited, shall be substituted as below:—

Each distribution and Construction and Improvement Division in the O&M systems shall be allowed one Draughtsman III Grade and one Assistant Draughtsman. Each Division purely attending to operation shall be allowed one Draughtsman III Grade. No posts are permissible for M.R.T. Divisions:

(iii) As against one Draughtsman II Grade, one Draughtsman III Grade and one Assistant Draughtsman for each Transmission Line Construction and Sub-Station Erection Divisions specified in item (v) of para 1, of the B.P. first cited, one Draughtsman II Gr., and one Draughtsman III Grade is specified for each Transmission Line Construction, Sub-Station Erection Divisions in General construction circle".

4. The Board also sanctions the following posts of Draughtsman categories for the Regional Chief Engineers (Distribution), O & M systems, Generation, General Construction Circle and Project Circles and also for Headquarters Superintending Engineers offices, in supersession of all previous sanctions including permanent posts for the period upto 29—2—1984 from the date of utilisation.

1. Chief Head Draughtsman	:	6
2. Draughtsman I Grade	:	95 (Ninety five)
3. Draughtsman II Grade	:	233 (Two hundred and thirty three)
4. Draughtsman III Grade	:	375 (Three hundred and seventy five)
5. Assistant Draughtsman	:	239 (Two hundred and thirty nine)
Total	:	948 (Nine hundred and forty eight)

5. The incumbents of the posts would be eligible for the drawal of usual Pay, D.A., H.R.A. C.C.A., Project Allowance, Special pay and other compensatory allowances and concessions at the rates wherever admissible under the orders in force.

6. The expenditure is debitable to "Tamil Nadu Electricity Board Funds—Revenue expenses/Capital expenditure—Respective systems/circles/offices concerned—(b) Establishment as the case may be.

7. The disposition of staff will be as indicated in the Annexure to these proceedings. The sixth post of Chief Head Draughtsman allowed now, shall be utilised in the Office of the Superintending Engineer/Investigation, Madras.

8. Consequent on the orders issued in para 4 above, the orders already issued in B.P.Ms. (Ch) No. 141 (Adm) dated 14—3—83 and B.P.Ms. (Ch) No. 316 (Adm) dated 10—5—83 shall stand cancelled and that the posts previously sanctioned and utilised for various systems/circles/offices/Divisions etc., shall not be taken into account hereafter.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer/Personnel.

ANNEXURE TO B.P. Ms. (CH) No. 452 (Adm) DATED 22—8—1983.

Sl. No.	Name of System/ Circle	Name of Office/ Divisions to which additional posts to be distributed.	Revised Sanctions				
			CHD	D'man I Gr.	D'man II Gr.	D'man III Gr.	Asst. D'man
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	R.C.E. (D)/Madras	C.E's. office	—	1	1	—	1
2.	R.C.E. (D)/Trichy	—do—	—	1	1	—	1
3.	R.C.E. (D)/Madurai	—do—	—	1	1	—	1
4.	R.C.E. (D)/Coimbatore	—do—	—	1	1	—	1
			—	4	4	—	4
5.	Vellore Elec. System	Central Office (9 Divisions)	—	2	3	4	3
		8 O&M Divisions and 1 M.R.T.	—	—	—	8	8
6.	South Arcot Elec. System	Central Office (14 Divisions)	—	2	3	4	3
		13 Distribution and one C&I	—	—	—	14	14
7.	Trichy Elec. System	Central Office (12 Divisions)	—	2	3	4	3
		10 Distribution	—	—	—	10	10
		1 Operation & 1 M.R.T.	—	—	—	1	—
8.	Mettur Elec. System	Central office (13 Divisions)	—	2	3	4	3
		11 Distribution,	—	—	—	11	11
		1 Operation & 1 M.R.T.	—	—	—	1	—
9.	Tirunelveli Elec. System	Central Office (10 Divisions)	—	2	3	4	3
		9 Distribution & 1 M.R.T.	—	—	—	9	9
10.	Coimbatore Elec. System	Central Office (10 Divisions)	—	2	3	4	3
		8 Distribution	—	—	—	8	8
		1 Operation & 1 M.R.T.	—	—	—	1	—
11.	Madurai Elec. System	Central Office (12 Divisions)	—	2	3	4	3
		10 Distribution,	—	—	—	10	10
		1 Operation & 1 M.R.T.	—	—	—	1	—
12.	Ramnad Elec. System	Central Office (10 Divisions)	—	2	3	4	3
		9 Distribution & 1 M.R.T.	—	—	—	9	9
13.	Tiruvannamalai Elec. System	Central Office (8 Divisions)	—	2	3	4	3
		7 Distribution & 1 C & I	—	—	—	8	8

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
14.	Thanjavur Elec. System	Central office 8 Distribution Divisions	—	2	3	4	3
15.	Periyar Elec. System	Central Office (7 Divisions) 6 Distribution & 1 Operation	—	1	2	3	3
16.	Udumalpet Elec. System	Central Office 7 Distn. Divisions & 1 M. R. T.	—	2	3	4	3
17.	Chingleput Elec. System	Central Office (9 Divisions) 7 Distribution, 1 Operation & 1 M. R. T.	—	2	3	4	3
18.	M. E. S. (D) North	Central Office (8 Divisions) 6 Distribution, 1 Operation & 1 M. R. T.	—	2	3	4	3
19.	Dharmapuri Elec. System	Central Office 5 Distn. Divisions	—	1	2	3	3
20.	M. E. S. (D)/South	Central Office (8 Divisions) 6 Distn. Divisions 1 Civil and 1 M. R. T.	—	2	3	4	3
21.	Pudukkottai Elec. System	Central Office 3 Distn. Divisions	—	1	2	3	3
22.	Kanyakumari Elec. System	Central Office 2 Distn. Divisions	—	1	2	3	3
			—	32	50	213	192
23.	S. E./G. C. C./Madras	Central Office 2 TLC Divisions 1 SSE Division 1 TE Division	—	1	2	3	1
24.	S. E./G.C.C. (C)/Trichy	Central Office 2 TLC Divisions 1 SSE Division 1 TE Division	—	1	2	2	1
25.	S. E./G. C. C./Madurai	Central Office 2 TLC Divisions 1 SSE Division 1 TE Division	—	1	2	2	1
26.	S.E./G.C.C./Coimbatore	Central Office 2 TLC Divisions 1 SSE Division 2 TE Divisions	—	1	2	2	1
			—	4	25	21	4
27.	Generation/Erode		—	1	3	6	3
28.	Generation/Kundah		—	1	3	10	2
29.	Generation/Tirunelveli		—	1	3	8	2

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
30.	Generation/B.B.P.H.	—	1	2	6	2	
31.	Ennore Thermal Power Station	—	4	12	1	5	
32.	Tuticorin Thermal Power Station and the then S.E./Improvement circle }	—	4	12	1	5	
33.	Load Despatch Centre/Erode	—	1	1	1	1	
34.	S.E./Mettur Workshop	—	1	1	2	—	
		—	14	37	35	20	
35.	S.E./Purchase/E.T.P.S.	—	1	2	1	—	
36.	S.E./Betterment/Ennore	—	1	2	1	1	
37.	S.E./P.C./Thermal	1	3	7	2	1	
38.	S.E./P.C./Hydel	1	3	7	7	1	
39.	S.E./Investigation	1	6	12	13	2	
40.	S.E./Design (Civil)	1	2	3	2	—	
41.	S.E./R.E. & I. D.	—	1	2	—	1	
42.	S.E./Madras Development Circle	1	2	8	4	—	
43.	S.E./H.P. (Electrical)	1	1	5	7	1	
44.	S.E./Protection & Communication	—	1	3	2	—	
45.	Director/Research	—	1	1	—	—	
46.	S.E./Hydro and Transmission	—	2	7	3	1	
47.	S.E./M.M. and Stores	—	1	2	3	—	
48.	S.E./Purchase/T.T.P.S.	—	1	2	2	—	
49.	S.E./Technical Audit	—	—	1	1	—	
50.	Data Bank	—	—	—	1	—	
51.	S.E./Design (Electrical)	—	1	3	1	—	
52.	Director of Training	—	1	2	—	—	
53.	S.E./SSC & D	—	1	1	1	—	
		—	6	29	70	51	8
54.	T.T.P.P. Construction	—	1	1	4	1	
55.	S. E./Project Circle/South	—	1	4	6	1	
56.	For the 2 Divisions sanctioned for Kundah Ultimate Stage Hydro Electric Project Work	—	—	2	3	1	
57.	Lower Mettur H.E. Project	—	3	10	12	2	
58.	Mettur Thermal Power Project	—	4	18	15	3	
59.	Kadamparai Pumped Storage Hydro Electric Project.	—	3	12	15	3	
		—	12	47	55	11	
	Grand Total		6	95	233	375	239

Tamil Nadu Electricity Board Employee's Conduct Regulation—Regulation 13—Powers for exercising the provision of this regulation—Amendment—Issued.

B.P. Ms. (Ch.) No. 326

(Secretariat Branch)

Dated 23—8—1983.

Aavani 7, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Read :

- (i) B.P. Ms. No. 289, (Sectt.) dated 15—06—1981.
- (ii) B.P. Ms. (FB) No. 47, (Sectt.) dated 12—04—1983.

Proceedings :

In exercise of the powers conferred under Clause (c) of Section 79 of the Electricity (Supply) Act, 1948, (Central Act LIV of 1948), the Tamil Nadu Electricity Board hereby makes the following amendment to the Tamil Nadu Electricity Board Employees' Conduct Regulations :

Amendment

In the said Regulations in Regulation 13, the existing Sub-regulation 5 shall be deleted and the following substituted :

“(5) (a) The prescribed authority for the purposes of this regulation shall be :

- (i) the Board, in the case of Chief Engineers and Chief Financial Controller.
- (ii) The Chief Engineers in the case of employees in their and in the offices under their control, except officers of the rank of Divisional Engineer and above.
- (iii) the Secretary in the case of officers of the rank of Divisional Engineer, and all employees of Secretariat/Audit Branches, except Class I Officers of Secretariat/Audit Branches.
- (iv) The Chairman in the case of officers of the rank of Superintending Engineer and above (excluding Chief Engineers and Chief Financial Controller) and Class I Officers of Secretariat/Accounts/Administrative/Audit Branches.
- (v) the Chief Financial Controller in the case of employees in his office and in the offices under his control except Class I Officers of Accounts Branch.

Provided that the Chief Engineer may delegate his powers under this regulation to the Deputy Chief Engineer the officer next below him in the Board retaining such reserve powers with him as he may deem fit.

- (b) In respect of an employee on Foreign Service the prescribed authority shall be the parent office on the cadre on which such employee is borne”.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

PART — III

Finance

TAMIL NADU ELECTRICITY BOARD — Bills Rediscounting Scheme — Financial assistance from Industrial Development Bank of India during 1983-84 — Proposal Approved.

B. P. Ms. (F. B.) No. 97

(Secretariat Branch)

Dated : 4th August, 1983.
19, Aadi, Ruthrothkaari,
Thiruvalluvar Aandu—2014.

The Tamil Nadu Electricity Board has passed the following resolutions in the 443rd meeting of Board held on 30—7—83 :

Resolutions

“ Resolved to avail the Rediscounting facilities offered by the Industrial Development Bank of India of Rs. 15,00,00,000/- (Rupees Fifteen crores) during the period upto 30—6—84 as per the terms and conditions of the Industrial Development Bank of India.”

2. “ Resolved that the Financial Controller/Purchase, and Deputy Financial Controller/Purchase, be authorised to sign and execute all connected documents relating to the availing of rediscounting facility, offered by the Industrial Development Bank of India in their individual capacity.”

(By Order of the Board)

S. Shanmugam,
Secretary.

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Circular Memo. No. 48986—01/83—1 (Secretariat Branch) Dated : 11th August 1983.

Sub : Loans and Advances—House Building Advance—Sanction of Advance to the members of the Societies formed by employees of the Board—Submission of applications—Instructions issued.

The Tamil Nadu Electricity Board is sanctioning House Building Advance to the members of the Societies formed by employees of the Board and making separate fund allotment. Many Societies have sent their applications through Superintending Engineers of System/Circles for sanction of House Building Advance. As the applications for House Building Advance received from the Societies in many cases are not in complete shape, the following instructions are issued :—

The sanctioning authorities for House Building Advance of the Board are requested to forward the applications of the Societies to Secretariat Branch with all the following particulars required in complete shape for processing the case :

- (1) Name of the Society.
- (2) Copy of the order in which Society has been registered.
- (3) Copy of Society's Bye-laws.
- (4) Copy of approved lay-out.
- (5) Copy of the approved building plan.
- (6) Copy of legal Opinion of the Govt. Pleader for the land purchased/to be purchased.
- (7) Total area of the land purchased/to be purchased.

- (8) Copy of Encumbrance certificate for 13 years.
- (9) Whether the employees have obtained prior permission for purchase of land and construction of house thereon, construction of flats etc.
- (10) Names of the Society members, their designation, office to which they belong, actual eligible amount of House Building Advance etc.
- (11) Whether there is any departmental proceedings or Vigilance enquiry against any of the members who seek a loan through the society.
- (12) If the society wants to purchase land a copy of Agreement from the owner.
- (13) If the land has already been purchased, a copy of sale deed.
- (14) Sanctioning Authorities recommendation.

2. The sanctioning authorities should ensure that applications forwarded by the societies for sanction of House Building Advance contain all the information mentioned in para 1 above. Only applications with complete information will be scrutinised in the Secretariat Branch and priority fixed for sanction of House Building Advance. If the applications do not contain all the information required and are incomplete, they will be returned to the Sanctioning Authorities. Only applications received in complete shape, will be registered and priority assigned and House Building Advance sanctioned to the members of the Societies **subject to availability of funds**. The amount sanctioned to the members of the Society will be released as per rule 5(1) (ii) (iii) (iv) or 5(2) (i) (ii) (iii) of the Tamil Nadu Electricity Board House Building Advance Rules, as the case may be.

S. Shanmugam,
Secretary.

Memorandum No. 34783—01/83—2, (Secretariat Branch)

Dated: 18—8—1983.

Aavani 2, Rudhrodkari

Thiruvalluvar Aandu 2014.

Sub : Concession—Go-home Concession—Further clarification—Issued.

Ref : (1) B.O.S.B. Memo. No. 76663—01/82—2 dated 21—3—83

(2) From the SE/C/Kundah U.S.H.E. Project Lr. No. SE/C/KUSHEP/EMD/
PRS/Asst/F.GOH/D 238/83 dated 22—4—83.

The Superintending Engineer/Civil/Kundah Ultimate Stage Hydro Electric Project is informed that the employees who have already availed the go-home concession excluding their parents for the year 1983 may also be permitted to avail the go-home concession for their parents for the year 1983 separately subject to eligibility based on the dependency certificates produced by the employees if their parents have actually performed the journey after 21—3—83, the date of issue of Board's Memo No. 76663—01/82-2, dated 21—3—83.

2. The Superintending Engineer/Civil/Kundah Ultimate Stage Hydro Electric Project is also informed that the go-home Travelling Allowance bills to the staff who have not availed the go-home concession for their parents during the previous year but claiming now for the previous year with reference to Board's Memorandum No. 76663-01/82-2, dated 21—3—83 should not be admitted.

S. Shanmugam,
Secretary.

Memorandum No. 63318/M1/Sectt/83-1 (Secretariat Branch) dated 19-8-1983

Aavani 3, Ruthrothkaari, Thiruvalluvar Aandu, 2014.

Sub : PENSION—Settlement of retirement benefits to Class I Officers—Clarifications—Issued.

Ref : Board's Memo No. 41243-M1/Sectt/83-1, dated 8-7-1983.

The import of the clarifications issued in the Memorandum cited is that the existing procedure of settlement of retirement benefits to Class I Officers shall continue.

2. The procedure that exists for the settlement of retirement benefits to the employees of Board has been prescribed in B. P. Ms. No. 1 (Audit) dated 13-8-1979 as amended in B.P.Ms. No 9 (Audit) dated 16-8-1982 and B.P.Ms. (FB) No. 1 (Audit) dated 17-5-1983. The Chief Financial Controller is therefore the competent authority to settle the retirement benefits for all the employees in the Accounts Branch upto the level of Deputy Financial Controller. Para 1 of the memo. cited will stand modified to this effect.

S. Shanmugam,
Secretary.

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Medicines — Local Purchase of medicines for Dispensaries, Annual Ceiling for 1983-84 Orders — Issued.

B.P. Ms. (Ch.) No. 447

(Administrative Branch)

Dated : 19-8-1983.
Aavani 3, Rudhrodhkaari,
Thiruvalluvar Aandu 2014.

Read :

1. B.P. Ms. No. 483 (Adm.) dt 30-7-81.
2. B.P. Ms. No. 569 (Adm.) dt. 11-10-82.

Proceedings :

The Tamil Nadu Electricity Board hereby fixes the annual ceiling of expenditure towards purchase of medicine locally by the Superintending Engineers concerned for the various dispensaries under the control of the Board for the year 1983-84 as detailed below :

Designation of Superintending Engineer under whom the dispensary is functioning and the name of the dispensary.	Annual Ceiling for 1983-84.
(1)	(2)
I. Superintending Engineer, Trichy Electricity System, Trichy.	Rs. 95,000/- (Rupees Ninety five thousand only)
II. Superintending Engineer, Civil/Kadamparai.	
(a) Minparai.	Rs. 50,000/- (Rupees Fifty thousand only)

(1)	(2)
(b) Kadamparai.	Rs. 60,000/- (Rupees Sixty thousand only)
III. Superintending Engineer, Civil I/ TTPP/Tuticorin.	Rs. 2,00,000/- (Rupees Two lakhs only)
IV. Superintending Engineer, Generation/ Erode.	
(a) Sarkarpathy.	Rs. 6,000/- (Rupees Six thousand only)
(b) Navamalai.	Rs. 16,000/- (Rupees Sixteen thousand only)
(c) Manaboli.	Rs. 16,000/- (Rupees Sixteen thousand only)
V. Superintending Engineer/Distribution /MES/North, Korattur Dispensary.	Rs. 1,50,000/- (Rupees One lakh and fifty thousand only)
VI. Superintending Engineer/Generation/ B. B. P. H.	Rs. 2,50,000/- (Rupees Two lakhs and fifty thousand only)
VII. Superintending Engineer/Operation/ ETPS/Ennore.	Rs. 2,00,000/- (Rupees Two lakhs only)
VIII. Superintending Engineer/P.C. South	
(a) Servalar Dispensary.	Rs. 35,000/- (Rupees Thirty five thousand only)
(b) Suruliyar Upper Camp Dispensary.	Rs. 25,000/- (Rupees Twenty five thousand only)
IX. Superintending Engineer/Madurai Electricity System, Madurai.	Rs. 75,000/- (Rupees Seventy five thousand only)
X. Superintending Engineer, Generation/ Tirunelveli.	
(a) Kodayar Dispensary.	Rs. 35,000/- (Rupees Thirty five thousand only)
(b) Periyar Lower Camp Dispensary.	Rs. 35,000/- (Rupees Thirty five thousand only)
(c) Papanasam Lower Camp Dispensary	Rs. 30,000/- (Rupees Thirty thousand only)
(d) Suruliyar Lower Camp Dispensary.	Rs. 26,000/- (Rupees Twenty six thousand only)

(1)	(2)
XI. Superintending Engineer, Generation/ Kundah.	Rs. 2,00,000/- (Rupees Two lakhs only)
(a) Power House I at Kundah PH. II, Pegumbahalla PH. III, Parali, Moyar including erection staff at Kundah IV State.	
(b) Pykara Dam.	Rs. 10,000/- (Rupees Ten thousand only)
XII. Superintending Engineer/Distribution/ MES/South.	Rs. 9,50,000/- (Rupees nine lakhs and fifty thousand only)
(a) Headquarters Dispensary (Anna Salai Dispensary)	
(b) Mylapore Workshop Dispensary.	Rs. 3,50,000/- (Rupees three lakhs and fifty thousand only)

2. The Superintending Engineers are requested to ensure that ordinarily no local purchase of medicines is made beyond the ceiling prescribed above without obtaining specific prior approval of the Board. If however some centres need more medicines in the course of the year, they should obtain Board's sanction sufficiently early for such purchases.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer (Personnel)

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Letter No. BOAB/Cell/C.11/63/83 (Board Office Audit Branch) Dated 31—8—83

T. Manickavelu,
Chief Internal Audit Officer

**Sub : Tamil Nadu Electricity Board—Re-organisation—Re-distribution of works—
Orders—Issued—Regarding.**

As per the orders issued in B. P.Ms. (CH). No. 316 dated 20th August 1983, the following items of work which are now attended to by the Superintending Engineers of the Madras Electricity System (D) North and Madras Electricity System (Distribution) South have been re-distributed to the Audit Branch with effect from 1—9—83.

1. Payments relating to Headquarters Dispensary.
2. Payments relating to P & T Telephones in the Headquarters Offices.
3. Receipts and Payments in respect of the following cases relating to Headquarters Offices including that of the Chief Financial Controller.
 - (a) Passing of Motor Vehicles taxes and repair bills.
 - (b) Sale of Tender Specification and collection of Earnest Money Deposit, Security Deposit etc.
 - (c) Payment of Customs duty for imported machineries for which authorisation is issued by the Chief Engineer, Personnel on requisition of Assistant Divisional Engineer/Transport, Hydro Project/Electrical.

(d) Advance Payments for Purchase Orders placed by Headquarters Offices including payments for Director General of Supplies and Disposals and payment for equipment and material purchases for the Headquarters offices.

(e) All Payments for training programme.

(f) Imprest and Temporary Advance to Headquarters Offices.

(g) Payment for exhibition work.

II. In pursuance of the above orders, the following instructions are issued in respect of opening of Permanent Advance and Temporary Advance, Sale of Tender Specifications, collection of Earnest Money Deposit, Security Deposit etc.

(i) The imprest holders of the Headquarters offices shall render accounts for the expenditure incurred upto 31-8-1983 from out of their imprests and surrender the balance amount of the imprest to the Superintending Engineer/Madras Electricity System (North) or Superintending Engineer/Madras Electricity System (South) as the case may be. On rendering the accounts together with the balance amount of the imprests, the Superintending Engineer concerned shall issue a certificate to the imprest holders furnishing the details as to the date of opening the imprest together with the sanction number and date, the amount of the imprest, date of closing of imprest accounts etc. Based on the certificate issued by the Superintending Engineers, the imprest holders shall get an imprest account opened with Audit Branch for the amount which they held previously by drawing a bill in the prescribed form to the drawing officers according necessary sanction therefor. As regards Temporary Advance, the officers in the Headquarters Offices who have already opened temporary advance with Superintending Engineer/Madras Electricity System (South) and (North) shall render accounts to the Superintending Engineers concerned and they shall open new advances with the Audit Branch as has been ordered in the B.P. cited.

(ii) Regarding the sale of Tender specification, the Audit Branch shall receive the cost of Tender specification only in respect of the Tenders for which Sale of Tender specification will commence on or after 1-9-83 and the Superintending Engineer (North) or Superintending Engineer (South) shall receive the cost of Tender specification for the Sale which has already been commenced till the last date for sale of Tender specification even in cases where the last date falls on a date subsequent to 1st September 1983.

(iii) The refund of Earnest Money Deposit and Security Deposits which have already been accepted (i.e. upto 31-8-83) and kept in the books of Superintending Engineer, Madras Electricity System (North) and (South) shall be attended to by the Audit Branch after getting those deposits in the books of the Superintending Engineers concerned transferred to the Audit Branch or after getting necessary advice from the Superintending Engineers. While making transfer of the deposits to the Audit Branch or issuing advice by the Superintending Engineers for refund of the above deposits, the Superintending Engineers shall arrange to make necessary entry in the cash Book i.e. against the original entry in the Cash Book.

III. As regards other items, the Superintending Engineer/Madras Electricity System/North, Superintending Engineer/Madras Electricity System/South and all the officers in the Headquarters offices shall refer to the Chief Internal Audit Officer for any further clarification in regard to implementation of the orders issued in the above B.P.

T. Manickavelu,
Chief Internal Audit Officer.

PART—IV

Technical

TOOLS AND PLANTS—Hiring out Board's Vehicles/Equipments/Machineries to private parties/Contractors—Arriving at hire charges—Norms approved.

B.P. Ms. No. 224

(Technical)

Dated 14th May 1982
Chithirai 31, Thunthubi,
Thiruvalluvar Aandu, 2013.

Read:

B.P. Ms. No. 18 dated 23—8—79
B.P. Ms. No. 172 dated 23—4—81

Proceedings :

In partial modification of the B.Ps cited, the Tamil Nadu Electricity Board after careful consideration lays down the following modification to the norms laid down in Cl. 2 (f) of B.P.Ms. No. 18 dated 23—8—79 and Clause 16, of B.P. Ms. No. 172 dt. 23—4—81 for arriving at hire charges for the Board's vehicles, used for other than Board's works.

"If the Board's car or van or Jeep is used by an officer, whether the vehicle is allotted in official capacity or not for private purposes in case of urgency/emergency or where public conveyance is not available in remote areas and also in certain extraordinary circumstances subject to the availability hire charges at the rate of Rs. 1.50 per KM should be collected from the employee concerned. Use of the vehicle by the family members of the officer who themselves are not officers of the Board is also permitted at the above rate. The usage of lorry or school bus for private purposes is prohibited.

The recovery rate as per clause 16 of B.P. 172 dated 23—4—81 is applicable only in the case of vehicles used by private parties/contractors for purposes other than Board's works".

(By Order of the Board)

A. V. Ramakrishnan,
Chief Engineer/Hydro Projects.

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Memo No. TM/TA/ETAM/F. 112/D. 78, (Technical Audit) dt. 18—5—1983. Instruction No. 1.

Sub : Placing of Purchase Orders under Limited Tenders—Instructions issued.

1. The Superintending Engineers are directed to note that they should not place more than two purchase orders in a month for the same material under Limited Tender System.
2. Procurement of stores for the various works must be planned well in advance of the requirements. Arrangements must be made for the purchases under Open Tenders or at DGS & D rates, restricting the purchase under Local Tender System to the barest minimum.

L. R. Saptharishi,
Technical Member.

Circular Memo No. TM/TA/ETAM/F. 112/D. 85 (Technical Audit) dt. 3—6—83. Instruction No. 2.

Sub : Quality of pipes to be used for water lines in the quarters of TNEB—Instructions—Issued.

1. It is seen that in all Specifications issued by Tamil Nadu Electricity Board for buildings heavy quality pipes have been prescribed for water lines in all the quarters.

It is seen from the hand book for building engineers published by National Buildings Organisation that mild steel tubes in plumbing system shall be of medium class conforming to ISS 1239—1979.

2. Also, the useful lives of buildings and Civil Engineering works of a permanent character are 50 years as per Electricity (Supply) Act, 1948.

Hence, the quality of pipe to be used in the permanent buildings of TNEB should be such that, its useful life will match the expected life of the permanent building.

3. Considering the above aspects, it is hereby instructed that **medium** quality pipes conforming to ISS:1239 should be specified for the water lines in the permanent quarters of TNEB.
4. For special industrial uses and for water lines in buildings situated in coastal areas and other locations subjected to corrosive atmospheric action heavy quality pipes may be specified.

For such special uses, approval of the Chief Engineer may be obtained for specifying heavy quality pipes.

L. R. Saptharishi,
Technical Member.

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Chairman's Circular Memo. No. CE/MM/DE/T/F. 407/32 (Technical Branch) dated 1—8—83

Sub : VEHICLES—Allotment of Staff cars for higher Officers of the Board on tour—Orders—Issued.

Ref : Memo. No. CE/MM/DE/T/F. 407/24 dt. 19/27—7—83.

Consequent on the withdrawal of V.I.P. Cars from various places and allotting the same to the System Superintending Engineers and other territorial officers, the S.Es./ Systems and circles are instructed to make available their cars, by rotation, to the Chairman, Technical Member, Accounts Member and Chief Engineers of the T.N.E.B. during their visits to the Systems/Projects etc.

B. Vijayaraghavan,
Chairman.

Copy of G.O. Ms. No. 1681 (Public Works Department, Govt. of Tamil Nadu) Dated : 5—8—83

Electricity—Restriction and Control—Tamil Nadu Restriction on Consumption of Electricity Order, 1976—Amendments—Issued.

Read again :

G.O. Ms. No. 1111 Public Works, Dt. 24—7—76.
 G.O. Ms. No. 32 Public Works, Dt. 6—1—83.
 G.O. Ms. No. 76 Public Works, Dt. 13—1—83.
 G.O. Ms. No. 141 Public Works, Dt. 21—1—83.
 G.O. Ms. No. 248 Public Works, Dt. 7—2—83.
 G.O. Ms. No. 266 Public Works, Dt. 9—2—83.
 G.O. Ms. No. 450 Public Works, Dt. 10—3—83.
 G.O. Ms. No. 745 Public Works, Dt. 2—4—83.
 G.O. Ms. No. 926 Public Works, Dt. 29—4—83.
 G.O. Ms. No. 986 Public Works, Dt. 10—5—83.
 G.O. Ms. No. 1040 Public Works, Dt. 17—5—83.
 G.O. Ms. No. 1120 Public Works, Dt. 27—5—83.
 G.O. Ms. No. 1128 Public Works, Dt. 28—5—83.
 G.O. Ms. No. 1444 Public Works, Dt. 6—7—83.
 G.O. Ms. No. 1562 Public Works, Dt. 25—7—83.
 G.O. Ms. No. 1627 Public Works, Dt. 29—7—83.

Read also : From the Chairman, T. N. E. B. Lr. No. SE/ IEMC/PC 270 dated 3—8—83.

Order :

The following notification shall be published in an extraordinary issue of Tamil Nadu Government Gazette dated 5—8—83.

Notification

In exercise of the powers conferred by Section 3 of the Tamil Nadu Essential Articles Control and Requisitioning Act, 1949 (Tamil Nadu Act XXIX of 1949) the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Restriction on Consumption of Electricity Order, 1976.

The amendments shall come into force with immediate effect.

Amendments

For sub-clause (V) in clause 8 of G.O. Ms. No. 2583 Public Works, dated 31—12—1982 as amended in G.O. Ms. No. 986, dated 10—5—1983 the following shall be substituted.

Sub-clause (V) "All H.T. and L.T. non-continuous Industries should not work during the peak load period viz. between 5.30 p.m. and 9.30 p.m. This will also apply to two shifts and three shifts industries."

(By Order of the Governor)

K. Madhava Sarma,
 Commissioner & Secretary to Government

(True copy)

CONTRACTS—Tamil Nadu Electricity Board—Awarding works to Labour Contract Co-operative Societies concession—Granted.

B.P. Ms, (FB) No. 117

(Sectt.)

Dated 8th August, '83
Aadi 23, Ruthrothkaari
Thiruvalluvar Aandu 2014

Read :

1. G.O. Ms. No. 4213, Public Works, dated 30—11—1954.
2. Government Memo. No. 3755/C/56—9, P.W.D., dated 29—3—1957.
3. G.O. Ms. No. 1325, Public Works, dated 23—10—1978.
4. G.O. Ms. No. 1181, Public Works, dated 13—10—1980.
5. U.O. Note No. CH/TA/177/83—1, dated 4—7—1983.

Proceedings :

The Government of Tamil Nadu extended certain concessions to the Labour Contract Co-operative Societies in their Government Orders cited.

2. The Tender Committee of the Tamil Nadu Electricity Board has recommended that, following the above orders of Government the Board also may exempt Labour Contract Co-operative Societies from payment of Earnest Money and Security Deposits in respect of works in the Board and that in regard to awarding of contract, tenders may be called for as at present and decided on merits.

3. The Tamil Nadu Electricity Board approves the recommendation of the Tender Committee and directs as follows :—

- i. The Labour Contract Co-operative Societies are exempted from the payment of the **Earnest Money** and Security Deposits for the Contracts undertaken by them in the Board. In cases where they are so exempted from the payment of Security Deposit, payment of Bills should be limited to 90% of the value of the work done and the balance of 10% should be withheld and retained as Security Deposit for the due fulfilment of the Contract.
- ii. In regard to award of contract, Tenders should be called for as at present, and the contracts decided on merits.

(By Order of the Board)

S. Shanmugam,
Secretary.

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Circular Memorandum No. 507—VC7/83—17, (Secretariat Branch) Dated 8th August, 1983

Sub : Electricity—Theft of electrical energy—Detection by Anti Power Theft Squad—Cases in Court—Certain—Instructions—Issued.

It has come to the notice of Vigilance Cell that in a specific case of theft of energy, the accused has been acquitted in the Court on the following scores :

1. The records containing the provision of genuine Meter Relay Test seals were not produced in the Court.
2. The bogus seals were not seized.
3. Nothing has been mentioned about the sealing wire.
4. There is no direct evidence for the contrivance used for stopping the disc or reduction of consumption.

5. No action was taken for the reduction of consumption for the period before the detection of theft of energy and the reason for the same was not explained.
6. There is no corroboration between Prosecution Witness—1 and Prosecution Witness—2 regarding the burning of light and running of power looms at the time of detection of theft.
7. Not furnishing of readings in the meter card from December 1978 to 1979 and the reason for not recording was also not explained.

2. It is observed that, the criminal case filed by the Board has been defeated mainly due to lapses on the part of Board's Officers and also due to the fact that the Assistant Divisional Engineer (Prosecution Witness—I) and the Junior Engineer (Prosecution Witness—II) have failed to show keen interest in following up the Board's case. It is observed that both the Assistant Divisional Engineer and the Junior Engineer gave contradictory statements during cross examination which weakened the case.

3. In any case of theft of energy pending trial, it is the duty of the prosecution witnesses to corroborate each other, despite "Cross Examination". The Prosecution Witnesses should depose properly and this can be achieved only if they study the case well in advance and take keen interest to see that the Board's case is not lost. Further, the Departmental Officers should furnish all relevant details to the prosecution besides production of material evidence. All Superintending Engineers are requested to advise the Assistant Divisional Engineers and Assistant Engineers to strictly follow the above instructions in all future cases of theft of energy.

(By Order of the Chairman)

K. V. Subramaniam,
Inspector General of Police and
Chief Vigilance Officer.

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Memo No. SE/EMC/EG/A6/PC/Genl/D. 276/83 (Technical Branch) dt. 9—8—83

Sub : Electricity—R&C—Peak load hour restrictions in respect of rural feeders getting supply under the Grouping arrangements.

- Ref :*
1. G. O. Ms. No. 2387 dt. 6—12—82
 2. Memo No. EG/A6/PC/Genl/D. 116 dt. 18—1—83
 3. Memo No. EG/A6/PC/Genl/D. 117 dt. 18—1—83
 4. G. O. Ms. No. 986 dt. 10—5—83
 5. Memo No. SE/EMC/EG/41/83 dt. 7/8—7—83
 6. Memo No. EG/A6/PC/GL/D. 237 dt. 24—5—83

The following instructions are issued in supercession of the instructions in the Memo last cited :—

According to the present grouping arrangements in respect of supply on rural feeders, one of the groups in rural feeders with H.T. consumers and one of the groups in rural feeders without HT. consumers will be getting the supply from 12-30 Hrs to 18-30 Hrs. Under the existing orders, running of H.T. and L.T. industries during the evening peak load period i.e. from 17-30 Hrs. to 21-30 Hrs. is banned. It is hereby clarified that when the peak load period falls in any part of the **scheduled hours of supply** to rural feeders the ban on running industries during peak load will not apply for the said period. If any industry on rural feeder is run during the peak load period **outside the scheduled hours of supply** under the grouping arrangement, the peak load restrictions will apply to such industries.

B. Vijayaraghavan,
Chairman.

Delegation of powers—Acceptance of Insurance proposals—orders issued.

B.P. Ms. (FB) No. 166

(Technical Branch)

Dated: 9—8—1983.

Aadi 24, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Proceedings :

The Tamil Nadu Electricity Board hitherto takes insurance to cover against damages for equipments/materials during transit but it does not normally take up insurance to cover damages for erection and storage of equipments/materials. While this policy holds good in respect of normal construction works, it is desirable that the Board takes insurance to cover against damages for equipments/materials of specialised nature like cables, generating equipments etc., since they are susceptible for damage during erection and the cost of replacement also will be comparatively high. So far, such insurances are taken selectively and the powers for taking such insurance cover for erection and storage are with the Board.

With a view to avoid delays in taking out insurance at appropriate time, the Board hereby approves the recommendation of the Tender Committee to delegate powers to Chief Engineers for accepting insurance proposals as indicated below.

Chief Engineer :	For a total premium not exceeding Rs. 2 (Two) lakhs.
Chairman :	For a total premium not exceeding Rs. 3 (Three) lakhs.
Tender Committee :	For a total premium not exceeding Rs. 5 (Five) lakhs.

(By Order of the Board)

L. R. Saptharishi,
Chief Engineer,
Planning & System Operation.

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Endt. No. IEMC/DEI/I.O.C./D. 96/83/ (Technical Branch) dated 10—8—83.

Ref: Lr. No. 79533—Y1/83—1 dt. 29—7—83 from Thiru K. Madhava Sarma, I.A.S.,
Commissioner & Secretary to Govt. P.W.D., Ms.-9.

Copy to all Regional Chief Engineers and all S.E.'s/O & M.

V. M. Venkatasamy,
Superintending Engineer/
Industrial Energy Management Cell

Copy of letter No. 79533—Y1/83—1 dated 29th July 1983 from Thiru K. Madhava Sarma, I.A.S.,
Commissioner & Secretary to Government, Public Works Department, Fort St. George, Madras-9
addressed to the Chairman, Tamil Nadu Electricity Board, Madras-2.

Sub: Electricity—Restriction and Control—Indian Oil Corporation observance of
peak hour restriction—Orders issued.

Ref: Your letter No. IEMC/DEI/I.O.C. /D 36/83 dated 20—7—83.

I am directed to state that the Government accept your recommendation that installations of
all oil Companies of Indian Oil Corporation Limited be exempted from the observance of the peak hour
restrictions i.e. 5.30 A.M. to 9.30 A.m. and 5.30 P.M. to 9.30 P.M.

K. Madhava Sarma,
Commissioner and Secretary
to Government.

(True copy)

Chairman's D.O. Lr. No. SE/PCEC/R & C/General Circular/D. 165 Dated the 10th August, 1983

Sub : Increase in evening peak load.

It is seen that after the removal of morning peak load restriction from 5—8—83, there is an increase in the **evening peak load** also. The evening peak has reached 1348 MW on 9—8—83 and 1329 MW on 10—8—83. Evidently, there are widespread violations of the evening peak load restrictions. I want you to take immediate action to intensify the inspections during evening peak hours. The officers specially nominated to inspect the services also should intensify their watch in the evening peak hours.

B. Vijayaraghavan,
Chairman.

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Memorandum No. (CH/TA/211/83 (Secretariat Branch) dt. 14—8—1983.

Sub : Provision of separate feeders—Reg.

Ref : Memo No. SE/RE & LL/ER3/A2/R1 (General) /11/80 dated 16—9—80.

The following clarifications are issued to the memo, cited.

2. Any industry which is desirous of having a separate feeder can be permitted to have it provided the industry agrees to bear the cost of such feeder including that of terminal equipments.

3. The application for a separate feeder may be from a single industry or from a group of industries who agree to share together the cost of the feeder including the terminal equipments.

B. Vijayaraghavan,
Chairman.

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Chairman's Circular No. SE/TR/EW/AE 3/F. Land Acqn/D 160 Dt. 17—8—1983

Sub : Tamil Nadu Electricity Board—Lands required for Board's Works.

Cases have come to my notice where private lands required for construction of substations and other works of the Board have been accepted as 'gifts'. This procedure is not correct. The attention of all officers is invited to paragraphs 543 to 545 of the T. N. E. B. Manual Volume I which prescribes the procedure to be followed in such cases. Private lands required for the Board's works should be acquired through the agency of the Land Acquisition Act which alone can confer indefeasible title.

2. Even if the owner of the land is willing to make a free gift of the land, it should not be accepted as a gift but the procedure prescribed under the Land Acquisition Act should be followed so that an award can be passed by the Land Acquisition officer. It will be open to the owner who receives the compensation awarded to make a gift of the amount of compensation to the Board.

3. There is, however, no objection to the officers negotiating with the owners of the land with the object of coming to a settlement with them as to the price to be paid previous to the initiation of the proceedings under the Land Acquisition Act provided this is advantageous to the Board. Any price thus arrived at should immediately be communicated to the Land Acquisition Officer so that the Land Acquisition Officer could take this into account while fixing the compensation amount under the award.

B. Vijayaraghavan,
Chairman.

Memo No. 414 G3/A1/83—4, (Administrative Branch) Dated : 17—8—1983.

Sub : Advertisement — Approval list of dailies with Advertisement — charges for 1983—84
Amendment — Issued.

Ref : (i) This office M. No. 414—G3/A1/83—1. dt. 15—7—83.

(ii) Director of Information and Public Relations and Ex-Officio Deputy Secretary to Govt., Madras-9. Lr. No, 86159/Pub-I/82-5, dt. 13—7—83.

A copy of the letter dt. 13—7—83 of Director Information and Public Relations, Madras-9 approving the additional dailies in the Advertisement charges for 1983-84 are communicated to all the Superintending-Engineers of the Board for information and guidance. The amendment orders issued therein are applicable in respect of the advertisement issued by the T.N.E.B. through the Director of Information and Public Relations Madras-9, with effect from date of issue of the orders and will be in force upto 31—3—84.

T. Srinivasan,
Chief Engineer (Personnel)

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Copy of letter No. 86159/Pub. 1/82—5 dated 13—7—'83 from Thiru. S. T. Kasirajan,
Director of Information and Public Relations and Ex-Officio Deputy Secretary to Government.

Sub : Advertisement — Approved list of dailies with advertisement charges
for 1983—84—Amendment—Issued.

Ref : G. O. Ms. No. 320, Information, Tourism and (Tamil) Culture
(Pub-I) Department dt. 23—4—83.

The following amendment is issued to Government order cited ;

Amendment

In the Annexure to the G. O. cited, under the heading "English" following shall be added :—

18. News Today	: Rs. 14.50 Per Single Column c.m.
19. Nagpur Times	: Rs. 7.60 "
20. Times of Deccan	: Rs. 6.00 "
21. The Telegraph	: Rs. 15.45 "

Under the heading "Urdu" following shall be added :—

3. Brightness	Rs. 5.00 Per Single Column c.m.
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Under the heading "Hindi" following shall be added :

2. Navabharat	Rs. 37.70 Per Single Column c.m.
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2. These rates will take effect from the date of issue of this letter and will be in force upto 31—3—1984.

3. The Heads of departments, corporate bodies and other institutions under the administrative control of the Govt. of Tamil Nadu are requested to communicate this letter to all the Officers under their control who are empowered to give advertisements and also to quasi-Government bodies like cooperative societies, religious and charitable institutions.

S. T. Kasirajan,
Director of Information and Public Relations
and Ex-Officio Deputy Secy. to Government.

(True copy)

Endt. No. SE/MM/DES/A3/F. 14/D, 39/83 (Technical Branch) Dated 17—8—1983

Ref : G.O.R. No. 617 Industries Dept., Govt. of Tamil Nadu dt. 18—4—83.

Copy to A.M., T.M., all C.E.s & C.F.C.

M. P. Anthiah,
Chief Engineer,
Materials Management.

Copy of G.O.R. No. 617 Government of Tamil Nadu (Industries Department) dt. 18th April 1983
Chithirai 5, Ruthrothkaari
Thiruvalluvar Aandu 2014

TACEL—Supplies made by TACEL—Payment of 90 percent advance by Government Departments—
Procedure to be continued for a further period of two years up to 1984—85—Orders issued.

Read—the following papers :—

I

G.O. Ms. No. 818, Industries, dated 30th June 1976.

II

G.O.R. No. 289, Industries, dated 20th March 1981.

III

From the Managing Director, TACEL Letter No; 1052/SI/83 dated 4th February 1983.

Order—

No. 617, Industries, dated 18th April 1983. (Chithirai 5, Ruthrothkaari, Thiruvalluvar Aandu 2014)

In Government Order first read above orders were issued to the effect that all indenting Government Departments, Corporation, etc. should make 90 per cent of anticipated bill amount as advance payment to the units of Tamil Nadu Ceramics Ltd., whenever supplies of their products are ordered or services are rendered and that the balance 10 per cent should be paid immediately after the goods are received or the services are rendered. This procedure, was intended to assist TACEL to have adequate resources for production of its goods in its formative stage. In the Government Order second read above, this facility was extended for a further period of two years up to 1982—83.

2. The Managing Director, TACEL has now reported that the financial position of the Corporation had not yet improved, and that in the absence of sufficient cash credit facilities collecting 90 per cent advance payment of the bills enables the corporation to function without undue financial difficulties. In view of the tight financial position of TACEL, the Managing Director has sought for further extension of the facility regarding advance payment of 90 per cent of the cost of goods for a further period of two years. He has also requested that the purchasing departments may be instructed to settle the remaining 10 per cent of bills within 30 days from the date of receipt of the goods,

3. The Government have examined the proposals of TACEL and they direct that the procedure of making 90 per cent advance payment for the goods ordered from the units of TACEL as laid down in Government Order first read above and last continued upto 1982—83 in the Government Order second read above they extended for a further period of two years i.e. for 1983—84 and 1984—85 in respect of all indenting Government Departments/Government Corporations, Boards, etc. They should also arrange to settle the remaining 10 per cent of the Bills within 30 days from the date of receipt of the goods/or services rendered.

4. This order issues with the concurrence of the Finance Department—vide its U.O. No. 39190/Ind./83-1, dated 8th April 1983.

(By Order of the Governor)

P. Krishnamurthy,
Deputy Secretary to Government.

Memo. No. SE/RE&I (D)/LO/AR/RE (Prog) / Target for 1983—84 346—1/83/ (Technical Branch) dated 18—8—1983.

Sub : Plan Scheme—Rural Electrification—Annual target for 1983—84 on Rural Electrification Corporation and Non-Rural Electrification Corporation pumpsets—Communicated.

Ref : This office Memo. No. SE/RE & I (D) LO/AR/RE (Prog)/83—84/Target/346/83 dated 5—8—1983.

In the memo. under reference targets for energisation of pumpsets for various systems for the year 1983—84 have been furnished. Split up figures of the pumpsets to be energised under Rural Electrification Corporation and Normal programme for various systems are furnished in the enclosed statement.

Superintending Engineers are requested to take necessary action to achieve the targets.

L. R. Saptharishi,
Technical Member.

STATEMENT

SYSTEMWISE PHYSICAL AND FINANCIAL TARGETS OF ENERGISATION OF PUMPSETS DURING THE YEAR 1983—84.

Sl. No.	Name of System	Physical in (Nos.)			Financial (Rs. in lakhs)
		R.E.C.	Non-R.E.C.	Total	
1.	M.E.S/North	Nil	Nil	Nil	—
2.	M.E.S/South	Nil	Nil	Nil	—
3.	Chingleput	200	145	345	27.60
4.	Vellore	755	—	755	60.40
5.	T.V. Malai	2500	—	2500	200.00
6.	Dharmapuri	500	250	750	200.00
1.	South Arcot/North	2600	100	2700	216.00
2.	South Arcot/South	135	165	300	24.00
3.	Trichy/North	2000	100	2100	168.00
4.	Trichy/South	400	100	500	40.00
5.	Thanjavur	540	3460	4000	320.00
6.	Pudukkottai	Nil	Nil	Nil	Nil
1.	Madurai/North	Nil	Nil	Nil	Nil
2.	Madurai/South	Nil	Nil	Nil	Nil
3.	Ramnad/West	Nil	Nil	Nil	Nil
4.	Ramnad/East	Nil	Nil	Nil	Nil
5.	Tirunelveli/East	125	30	155	12.40
6.	Tirunelveli/West	855	—	855	68.40
7.	Kanyakumari	Nil	Nil	Nil	Nil
1.	Mettur/West	590	410	1000	80.00
2.	Mettur/East	950	15	965	77.20
3.	Periyar	1850	25	1875	150.00
4.	Pykara/North	Nil	Nil	Nil	Nil
5.	Pykara/South	Nil	Nil	Nil	Nil
6.	Udumalpet	1000	200	1200	96.00
Total		15000	5000	20000	1600.00

Financial target fixed on prorata basis i.e. Rs. 8,000/Pumpset.

B. Balasubramaniam,
Superintending Engineer
Rural Electrification & Improvements
(Distribution)

LINE LOSS—Study of—Constitution of a Technical Committee—Orders—Issued.

Board's Proceedings Ms. (Ch) No. 312

(Sectt. Branch)

Dated 19—8—1983
3rd Aani, Ruthrothkaari,
Thiruvalluvar Aandu, 2014

Proceedings :

At the Sixth Meeting of the Apex Level Joint Committee held on 18—7—1983, the subject relating to "Line Loss" was discussed and it was decided that a Technical Committee may be constituted to examine the matter.

2. In pursuance of the above decision, the Tamil Nadu Electricity Board hereby directs that a Technical Committee be constituted with the following Officers of the Board :—

- (1) Technical Member—Chairman of the Committee.
- (2) Superintending Engineer/Rural Electrification Improvements (Distribution)—Member.
- (3) Superintending Engineer/System Studies Co-ordination & Development — Member Secretary.

3. The above Committee should submit its report to Chairman within a period of one month from the date of this order.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Removal of 3 digit Meters and replacement of 5 digit Meters in Madras City—Study of—Constitution of a Technical Committee—Orders—Issued.

Board's Proceedings Ms. (Ch) No. 311

(Sectt. Branch)

Dated : 19—8—83
3rd Aani, Ruthrothkaari
Thiruvalluvar Aandu, 2014

Proceedings :

At the Sixth Meeting of the Apex Level Joint Committee held on 18—7—1983 the subject relating to removal of 3 digit meters and replacement of 5 digit Meters in Madras City was discussed and it was decided that a Technical Committee may be constituted to examine the matter.

2. In pursuance of the above decision the Tamil Nadu Electricity Board hereby directs that a Technical Committee be constituted with the following officers of the Board :

- | | |
|---|----------------------------|
| (1) Technical Member | Chairman of the Committee. |
| (2) Superintending Engineer/Madras Electricity System Distribution/South. | Member |
| (3) Superintending Engineer/Madras Electricity System Distribution/North. | Member—Secretary |

3. The above Committee should submit its report to Chairman within a period of one month from the date of issue of this order.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

TAMIL NADU ELECTRICITY BOARD—Re-organisation—Re-distribution of works—Orders issued.

B.P. Ms. (Ch) No. 316

(Secretariat Branch)

Dated 20th August 1983.
4, Aavani, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Read :

B. P. Ms. (Ch) No. 272 dated 20—7—83.

Proceedings :

The following re-distribution of works, now attended to by the Superintending Engineers of the Madras Electricity System (Distribution) North and Madras Electricity System (Distribution) South, are ordered :—

(i) OCF Complex including construction and maintenance of Multistoreyed Building.

The present arrangement of (a) calling for tenders, finalisation of tenders and award of work by Superintending Engineer/Project Civil/ Hydel and (b) payments for works, contracts, purchases, maintenance contract, payment of salaries/wages to all staff under control of Executive Engineer/Multistoreyed Building, payment of property tax, water and conservancy charges by Superintending Engineer/Madras Electricity System/South shall continue.

(ii) Headquarters Dispensary.

Purchase of medicines shall be done by Chief Engineer/Materials Management as already decided by the Tender Committee.

The Chief Medical Officer, along with his staff, shall be under the administrative control of Chief Engineer/Personnel who will also attend to hospital staff payments, maintenance of vehicles, hospital equipments and imprest of Chief Medical Officer. Superintending Engineer/Distribution/Madras Electricity System/South shall not have any responsibility in the administration of the headquarters dispensary.

(iii) Canteen inside Board Complex.

The present arrangement of canteen being under the control of Executive Engineer/Multistoreyed Building/Superintending Engineer/Project Civil/Hydel shall continue. However, as in the case of Multistoreyed Building, all payments shall be continued to be made by Superintending Engineer/ Madras Electricity System/South.

(iv) P & T Telephones.

All telephones (Installation, Maintenance and payment of bills etc.) in the headquarter's offices will be under the control of Chief Engineer/Personnel except that in the Board Office Secretariat Branch and Board office Audit Branch, which shall be attended to by the Board Office Secretariat Branch, according to the orders already issued in the Board's Proceedings cited.

(v) Accounting function.

Receipts and payments in respect of the following cases relating to the Headquarters offices including that of Chief Financial Controller shall be done by Chief Internal Audit officer.

- (a) Passing of Motor vehicles taxes and repair bills.
- (b) Sale of Tender Specification and collection of Earnest Money Deposit, Security Deposit etc.
- (c) Payment of customs duty for imported machinaries for which an authorisation is being issued by Chief Engineer/Personnel on requisition of Assistant Divisional Engineer/Transport, Hydro Project/Electrical.
- (d) Payment for purchase orders placed by Headquarters Offices, including payments for Director General of Supplies and Disposals, should be normally made by Superintending Engineers concerned in the field, for whom the materials are allotted. In case any payments like advances etc. are to be made, these should be attended by the

Chief Internal Audit Officer after proper approval. Payments for equipment and material purchases for the Headquarters Offices should be done by Chief Internal Audit Officer.

- (e) All payments for training programmes.
- (f) Imprest and Temporary advance to Headquarters Offices.
- (g) Payments for exhibition works.

(vi) Payments for outstation Officers.

All payments relating to house building advances to the various officers in systems shall be attended to by the Superintending Engineers concerned.

- (vii) As already ordered in circular CH/TA/185/83-1, dt.10-7-83 no payments should be made by Superintending Engineer/Madras Electricity System/Distribution/North and Superintending Engineer/Madras Electricity System (Distribution)/South for any purpose which is not connected with the works allotted to them.

2. The orders in para. 1 above shall take effect from 1-9-83.

(By Order of the Chairman)

S. Shanmugam,
Secretary.

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Endt. No. EG/A6/PC/GL/D. 285/83 dated 23-8-83.

Ref : G.O. Ms. No. 1790 P. W. dt. 22-8-83.

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Copy to Ch., AM, TM and all S.E's.

B. Vijayaraghavan,
Chairman.

Copy of G.O. Ms. No. 1790 Public Works dated 22-8-83.

Electricity—Restriction and Control—Tamil Nadu Restriction on Consumption of Electricity Order, 1976—Amendments—Issued.

Read again :

1. G.O.Ms. No. 1111 Public Works dated 24-7-76
2. G.O.Ms. No. 2583 Public Works dated 31-12-82
3. G.O.Ms. No. 32 Public Works dated 6-1-83
4. G.O.Ms. No. 76 Public Works dated 13-1-83
5. G.O.Ms. No. 141 Public Works dated 21-1-83
6. G.O.Ms. No. 248 Public Works dated 7-2-83
7. G.O.Ms. No. 266 Public Works dated 9-2-83
8. G.O.Ms. No. 450 Public Works dated 10-3-83
9. G.O.Ms. No. 745 Public Works dated 2-4-83
10. G.O.Ms. No. 926 Public Works dated 29-4-83
11. G.O.Ms. No. 986 Public Works dated 10-5-83
12. G.O.Ms. No. 1040 Public Works dated 17-5-83
13. G.O.Ms. No. 1120 Public Works dated 27-5-83
14. G.O.Ms. No. 1128 Public Works dated 28-5-83
15. G.O.Ms. No. 1444 Public Works dated 6-7-83
16. G.O.Ms. No. 1562 Public Works dated 25-7-83
17. G.O.Ms. No. 1627 Public Works dated 29-7-83

Order :

The following notification shall be published in an extra ordinary issue of Tamil Nadu Government Gazette dated 22-8-1983.

Notification

In exercise of the powers conferred by Section 3 of the Tamil Nadu Essential Articles Control and Requisitioning Act, 1949 (Tamil Nadu Act XXIX of 1949), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Restrictions on Consumption of Electricity Order, 1976.

The amendments shall come into force with immediate effect.

Amendments

(1) For clause 1 sub item (i) of G.O. Ms. No. 2583, Public Works, dated 31—12—1982 as amended in G.O. Ms. No. 76, Public Works, dated 13—1—83 and G.O. Ms. No. 1562, Public Works, dated 25—7—83 the following shall be substituted :—

<u>Type of Industry</u>	<u>Demand cut</u>	<u>Energy cut</u>
(1)	(2)	(3)
(i) Power intensive H.T. industries Causticsoda, Calcium Carbide, Aluminium and Potassium Chlorate	50%	50%
(ii) All H.T. Industries except these mentioned in item (i) above.	30%	30%
(iii) H.T. Commercial Services	30%	30%
(iv) H.T. services for domestic purposes	15%	15%
(v) H.T. essential services.	15%	15%

(2) For clause (1) of G.O. Ms. No. 248, dated 7—2—83 as amended in G.O. Ms. No. 1627, dated 29—7—1983, the following shall be substituted :

“Provided that all H.T. consumers will be given a minimum quota of 120KVA or their base demand whichever is less”.

(3) For clause (4) of G.O. Ms. No. 248, dated 7—2—83 as amended in G.O. Ms. No. 1627, dated 29—7—83, the following shall be substituted :

“For all classes of new H.T. services a base demand equal to 70% of sanctioned will be given and the appropriate cut will be applied on this base demand. The energy quota will be 100 units/KVA/month on the demand quota.

(4) Sub-clause (ii) of clause (6) of G.O. Ms. No. 2583, dated 31—12—1982, it amended as below :

“For exceeding the demand quota, the supply will be totally disconnected and will be resumed only after a period of 7 days thereafter irrespective of the quota period”.

(5) The following sentence shall be added to the amendment issued in G.O. Ms. No. 1681, dated 5—8—1983 for sub clause V in clause (8) of G.O. Ms. No. 2583, dated 31—12—82.

“Wet grinders are exempted from the observance of peak hour load restrictions”

(6) Exemptions/relaxations given already in individual cases by the Government will remain unaltered.

(By Order of the Governor)

K. MADHAVA SARMA,
Commissioner and Secretary to Government.

(True copy)

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Mettur Thermal Power Project—Transfer of control of Inspection Bungalow from Mettur Electricity System to Chief Engineer/Mettur Thermal—approved.

B. P. Ms. (Ch.) No. 170

(Technical Branch)

Dated : 23—8—1983
Avani, 7, Rudhrothkaari,
Thiruvalluvar Aandu 2014.

Proceedings :

The proposal of Chief Engineer/Mettur Thermal to transfer the control of Inspection Bungalow at Mettur Dam, along with R. W. E. Staff attached to it from Superintending Engineer/Mettur Electricity System to Chief Engineer/Mettur Thermal until a new Inspection Bungalow for Mettur Thermal Power Project is constructed, is approved.

(By Order of the Chairman)

L. R. Saptharishi,
Technical Member.

Letter No, 18111/VC-8/83—3 (Sectt. Branch) Dated 25th August 1983.

From

Thiru S. Shanmugam,
Secretary.

Sub : Explosives—Frequent accidents in the Hydro Electric Projects—Preventive measures—Suggested.

It has been brought to notice that explosive accidents have occurred in the Hydro Electric Projects frequently due to non-observance of safety measures as laid down for this purpose. I request you to implement the following and see that the safety measures are observed scrupulously while using explosives and while diffusing explosives :—

- (i) Engineers trained in the handling of explosives should be posted on the work spots where blasting operations are to be carried out.
- (ii) Standing instructions may be formulated by the Superintending Engineers concerned regarding use of explosives.
- (iii) During explosion and diffusion of explosives concerned may be instructed to adhere to the safety rules laid down on the subject.
- (iv) The contractor also must be present at the time of blasting operations to ensure safety and adherence of the standing instructions.

S. Shanmugam,
Secretary.

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Memo No. 81236—S2/A3/83—1 (Administrative Branch) dated 26—8—1983.

Sub : Balance works of Shanmughanadhi and Upper Amaravathy Hydro Electric Project from the control of S.E./Project Circle (South) to the S.E./Civil I and General, Kadamparai Pumped Storage H.E.P.—Transfer of—Orders issued.

Ref : 1. From the S.E./Project Circle (South) Lr. No. ADM/A2/F/S.U.A. Suppression/ D. 165/83/dt. 23—7—83.

2. From the S.E./Hydro Project Lr. No. CE/HP/807/D. 25/83 dt. 26—7—1983.

In partial modification of the orders issued in para 2 of B.P. Ms. (Ch.) No. 401 (Adm. Branch) dt. 14—7—1983, the Tamil Nadu Electricity Board **directs** that the balance works of Shanmughanadhi and Upper Amaravathy Hydro Electric Project, **shall be transferred** from the control of Superintending Engineer/Project Circle (South) / Tirunelveli to the control of Superintending Engineer/Civil—I and General/Kadamparai Pumped Storage Hydro Electric Project.

2. The action of Chief Engineer/Hydro Project in having transferred the balance work of Shanmughanadhi and Upper Amaravathy Hydro Electric Project from Superintending Engineer/Project Circle (South) /Tirunelveli to Superintending Engineer/Civil-I and General, Kadamparai Pumped Storage Hydro Electric Project, Minparai in anticipation of approval of Board is also, **ratified**.

(By Order of the Chairman)

T. Srinivasan,
Chief Engineer (Personnel)

Lower Mettur Hydro Electric Project—Purchase of Explosives Approval and ratification—Delegation of Powers to Chief Engineer/Lower Mettur Hydro Electric Project—Approved.

B.P. Ms. F.B. 173

(Technical)

Dated 27—8—1983

Aavani, 11, Ruthrothkaari,
Thiruvalluvar Aandu 2014.

Proceedings :

1.0. Based on the recommendations of the Chief Engineer/Lower Mettur Hydro Electric Project, the Tamil Nadu Electricity Board, after careful consideration, approves the following in respect of the purchase of Detonators and Explosives for the requirement of the Lower Mettur Hydro Electric Project work.

- i. To pay 100% advance payment of Rs. 61,874-18 (Rupees Sixty One Thousand Eight Hundred Seventy Four & Paise Eighteen only) towards the cost of Electrical Detonators and Formadyn to M/s. Southern Explosives Co., Salem and Rs. 33,520-04 (Rupees Thirty Three Thousand Five Hundred Twenty & Paise Four only) towards the cost of, Special Gelatine to M/s. S. R. Subramanian & Sons, Coimbatore.
- ii. The action of the Superintending Engineer/Lower Mettur Hydro Electric Project in having made this payment of Rs. 61,874-18 to M/S. Southern Explosives Company, Salem and Rs. 33,520-04 to M/s. S. R. Subramaniam & Sons. Coimbatore in anticipation of approval by the Board is ratified.
- iii. To delegate Powers to the Chief Engineer/Lower Mettur Hydro Electric Project for a period of Six (6) months to make advance payment upto Rs. 3 Lakhs (Rupees Three Lakhs only) per month for purchase of Electrical Detonators and other Explosives, which are scarce in nature under Single Tender System and to place orders for such purchases as and when required.

(By Order of the Board)

L. R. Saptharishi,
Technical Member.

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Memo. No. EG/A6/P.C./Genl./D287/ (TECHNICAL BRANCH) Dated 27—8—83.

Sub: Load Shedding.

All Superintending Engineers (Operation and Maintenance) are requested to give publicity for pre arranged load sheddings to the public as follows:

In Urban areas, the load shedding may be published in the local press and in rural areas, the load shedding may be made known to the public by exhibiting notices affixed on the notice board of section Offices, and at sub-stations feeding the areas concerned.

The timings of three phase supply maintained to rural feeders under grouping restriction should be exhibited in the notice boards, affixed prominently in distribution centres, Section Offices and Sub-stations.

B. Vijayaraghavan,
Chairman

Chairman's D. O. Lr. No. SE/RE/LO/AR/RE/(Prog)/108/83, Dated the 28th August, 1983.

Sub : Pumpset energisation—Details of Pending application.

Ref : Memo No. SE/RE/LO/AR/RE(Prog)/108/83 dated, 17—6—83.

— X X X —

In the memo cited you were asked to furnish the number of pumpsets for which lines had been laid and service not effected due to ban from 1—1—83. The System-wise details of pumpsets for which lines have been effected is indicated in the statement enclosed. You are therefore requested to connect all these services during August 83 and September 83 as indicated in the statement and the progress made during these two months may be furnished through a D. O. to me on or before 5—9—83 and 5—10—83 respectively. The balance number of pumpsets against the target for 1983—84 already communicated to you may be connected by programming for the rest of the months.

The intention of issuing this D. O. is that all the pumpsets for which lines have already been laid are to be connected before 30—9—83 positively.

B. Vijayaraghavan,
Chairman.

Tamil Nadu Electricity Board

STATEMENT

Sl. No.	Name of System	No. of pumpsets for which lines have been laid and service not effected due to ban	No. of pumpsets to be connected before 31-8-83	No. of pumpsets to be connected from 1-9-83 to 30-9-83	Total No. of pumpsets to be connected before 30-9-83
1	2	R.E.C. 3	Non-R.E.C. 4	Total 5	6 7 8
1.	M. E. S./North	13	36	49	20 29 49
2.	M. E. S./South	Nil	42	42	12 30 42
3.	Chingleput	57	128	185	55 130 185
4.	Vellore	469	26	495	145 350 495
5.	Tiruvannamalai	694	—	694	214 480 694
6.	Dharmapuri	13	154	167	50 117 167
1.	South Arcot/North	158	85	243	73 170 243
2.	South Arcot/South	10	19	29	10 19 29
3.	Trichy/North	127	123	250	75 175 250
4.	Trichy/South	30	82	112	32 80 112
5.	Thanjavur	82	38	120	40 80 120
6.	Pudukkottai	28	46	74	24 50 74

1	2	3	4	5	6	7	8
1.	Madurai/North	74	4	78	28	50	78
2.	Madurai/South	5	55	60	20	40	60
3.	Ramnad/West	39	59	98	30	68	98
4.	Ramnad/East	118	13	131	41	90	131
5.	Tirunelveli/West	931	4	935	280	655	935
6.	Tirunelveli/East	101	7	108	30	78	108
7.	Kanyakumari	Nil	37	37	12	25	37
1.	Mettur/West	73	258	331	100	231	331
2.	Mettur/East	144	49	193	53	140	193
3.	Periyar	298	11	309	100	209	309
4.	Pykara/North	—	29	29	10	19	29
5.	Pykara/South	8	150	158	50	108	158
6.	Udumalpet	170	302	472	152	320	472
		3,642	1,757	5,399	1,656	3,743	5,399

B. Balasubramaniam,
Superintending Engineer/
Rural Electrification &
Improvements (Distribution)

Endt : No. EG/A6/PC/General/D. 288/83 (Technical Branch) Dated. 29—8—83

Ref: G.O. Ms. No. 1807—P.W.D. dated. 23—8—83.

Copy communicated to all R.C.E.'s and all S.E.'s (O&M) for necessary action.

B. Vijayaraghavan,
Chairman.

Copy of G. O. Ms. No. 1807 (Public Works Department) Dated 23rd August 1983.

Aavani 8, Ruthrothkaari,
Thiruvalluvar Aandu, 2014.

Electricity—Restriction & Control—Tamil Nadu Restriction on Consumption of Electricity Order 1976—
Amendment—Issued.

Read again :—

G. O. Ms. No. 1111 Public Works dated 24—7—76
G. O. Ms. No. 32 Public Works dated 6—1—83
G. O. Ms. No. 76 Public Works dated 13—1—83
G. O. Ms. No. 141 Public Works dated 21—1—83
G. O. Ms. No. 248 Public Works dated 7—2—83
G. O. Ms. No. 266 Public Works dated 9—2—83
G. O. Ms. No. 450 Public Works dated 10—2—83
G. O. Ms. No. 745 Public Works dated 2—4—83
G. O. Ms. No. 926 Public Works dated 29—4—83
G. O. Ms. No. 986 Public Works dated 10—5—83
G. O. Ms. No. 1040 Public Works dated 17—5—83
G. O. Ms. No. 1120 Public Works dated 27—5—83
G. O. Ms. No. 1128 Public Works dated 28—5—83
G. O. Ms. No. 1444 Public Works dated 6—7—83
G. O. Ms. No. 1562 Public Works dated 25—7—83
G. O. Ms. No. 1627 Public Works dated 29—7—83
G. O. Ms. No. 1681 Public Works dated 5—8—83
G. O. Ms. No. 1790 Public Works dated 22—8—83

Read also :

From the Chairman, Tamil Nadu Electricity Board
Letter No. EG/A6/PC/G1/278/83 dated 11—8—83.

ORDER :—

The following notification shall be published in an extraordinary issue of Tamil Nadu Government Gazette dated 24th August 1983.

Notification

In exercise of the powers conferred by Section 3 of the Tamil Nadu Essential Articles Control and Requisitioning Act, 1949 (Tamil Nadu Act XXIX of 1949) the Government of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Restriction on Consumption of Electricity Order 1976.

The amendments shall come into force with immediate effect.

Amendment

The following shall be added as item (vii) under Clause "B. BAN" in G.O. Ms. No. 2583 Public Works dated. 31—12—82.

- (vii) Agricultural pumpsets and industries on rural feeders which are subjected to Grouping restrictions should not work during the non-scheduled hours of supply with three phase or two phase or single phase supply from Tamil Nadu Electricity Board Grid. Any violation of this instruction will result in disconnection of the services for a period of 15 days from the date of disconnection.

(By Order of the Governor)

K. Madhava Sarma,
Commissioner and Secretary to Govt.

Memo. No. SEMM/DES/A3/F/ 9 /D 3 /83 (Tech. Branch) dt. 30—8—83.

Sub : Procurement of materials by system Superintending Engineers—Exemption from the purview of B.P.Ms (Ch) No. 109 (Tech. Branch) dated 17—5—83 in respect of Uniform Cloth—Regarding.

Ref. 1. B. P. Ms.(Ch) 109 (T.B.) dated 17—5—83.
2. B. P. Ms.(Ch) 127 (T.B.) dated 24—6—83.

The Chairman has approved that the purchase of uniform cloth (Item-37) by Superintending Engineers is exempted from the monetary limits specified in the above B.Ps. subject to the following conditions:

- (i) The supply of uniform to certain categories of staff as per periodicity, type, number etc. shall be covered by specific sanctions issued by the Board.
- (ii) The expenditure shall be within the approved budget provisions.

M. P. Anthiah,
Chief Engineer/Materials Management.

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Memo. No. X/Rev./Gen. II/CB/83—449, (Accounts Branch) dated 31—8—1983

Sub : Last date for payment of Current Consumption Charges—disconnection of services of defaulters—collection of arrears from agricultural consumers on 1+1 formula.

Ref : 1. Memo. No. X/Rev./Gl. II/CB/82—256, dated 6—10—1982.
2. Memo. No. X/Rev./Gen. II/CB/83—343, dated 7—1—1983.
3. B. P. Ms. (CH) No. 86 (Adm. Br.), dated 26—2—1983.

Agricultural Consumers have been permitted to pay the arrears on 1+1 formula (i.e.) current dues with one month earlier arrears. Instructions have been issued in reference second cited that if 30th or 15th of a month happens to be a holiday, the last date of payment shall be 29th or 14th as the case may be. When the last day for payment happens to be a holiday, the last working day in the concerned fortnight will be the last day for collection. According to the instructions in B. P. third cited, accumulated current consumption charges and other dues shall be collected in one lumpsum and no instalment shall be permitted.

2. Some of the agricultural consumers have represented that they had to pay the current consumption charges on the next succeeding working day as they were not aware of intervening holidays and the supply was disconnected in the meantime and consequently they have been asked to pay the entire dues including the total arrears which they were paying under 1+1 formula. The request of these consumers to pay the arrears on 1+1 basis as before is reasonable. Their services may be reconnected after collecting the current dues along with one month earlier arrears together with reconnection fees, additional security deposit, if any, without insisting on lumpsum payment of entire arrears.

3. The above instructions will apply only to those agricultural consumers who have been paying the arrears regularly under 1+1 formula but could not pay the current dues on the last working day and come forward to pay on the next working day following holidays. Similar requests from other category of consumers and agricultural consumers who come afresh for payment on 1+1 formula should not be considered.

B. Vijayaraghavan,
Chairman