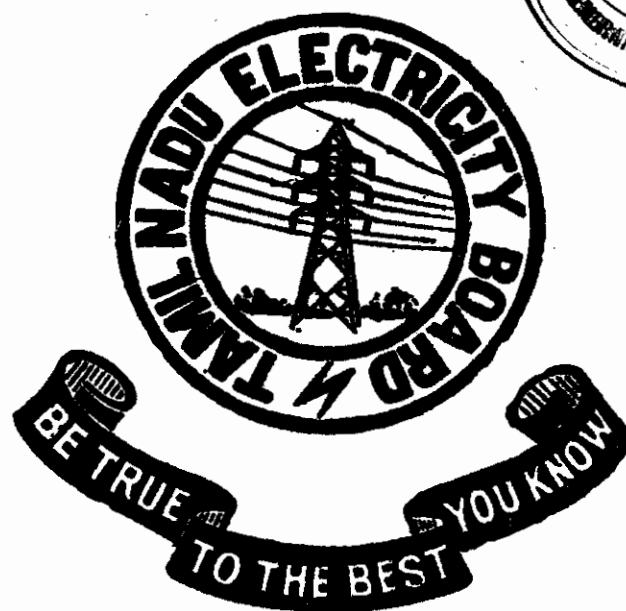
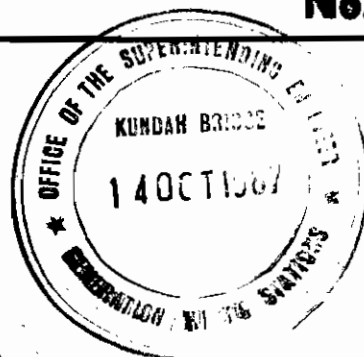


# TAMIL NADU ELECTRICITY BOARD GAZETTE

Vol. VI

AUGUST 1987

No. 8



## STEP-UP TRANSFORMERS

I picked up the clod.  
 "You may yet be a man", I said, "Dream on.  
 "Are you not glad? Do you not tremble?"  
 But dully it looked at me.  
 I could swear I heard a sigh of relief.  
 There was no ecstasy, no joy.  
 "I have been a man", the clod said.

—Edwin Curran.

A teacher of mine used to say : "Expecting the world to treat you fairly because you are a good person is like expecting the bull not to charge you because you are a vegetarian."

—Harold Kushner

("When All you've Ever Wanted Isn't Enough.")

The superior man...does not set his mind for anything or against anything; what is right he will follow.

—Confucius.

You travel an endless road, O Learner, when you walk according to the way of men, for you look back and see that it has no beginning and look forward and see that it has no end. Therefore, look neither backward nor forward, but fix your eyes on each step as you take it; then you will see that the length of the road is only the length of the step. Men walk the way of Time, O child, and they mourn the Past and fear the Future. Blot out all thought of Past and Future, and suffering exists no more for you.

—P. G. Bowen

("The Sayings of the Ancient One.")

Absence of occupation is not rest,  
 A mind quite vacant is a mind distress'd.

—Wm. Cowper.

It is not the strength but the duration of great sentiments that makes great men.

—Nietzsche.

("Beyond Good and Evil")

Put from you the belief that 'I have been wronged', and with it will go the feeling. Reject your sense of injury, and the injury itself disappears.

—Marcus Aurelius ("Meditations").

To venture is to risk anxiety, but not to venture is to lose yourself.

—Soren Kierkegaard.

Mahaasayyaa prithvi vipulamupadhaanam bhujalathaa  
 Vithaanamchchaakaasam vyajanamanukooloyamanilah  
 Sarachchandro dipo virathi vanithaasamga mudithah  
 Sukhi saanthah sethe muniranubhoothi nra iva

(The earth is his high bed, the arms his ample pillow, the sky is his canopy, the genial breeze his fan, the autumnal moon is his lamp, and rejoicing in the company of abnegation as his wife, the sage lies down happily and peacefully, like a monarch of undiminished glory)

—From Bhartihari's Vairagya Sathaka

## *From the Chairman's desk:*

Which is the happiest period of our lives? In an attempt to answer this difficult question, Seneca quotes with relish the words of an aged man who believed that all periods of life hold their own particular pleasures just as every season in nature has its distinct charm: "When spring comes and in the soft air the buds are breaking on the trees and they are covered with blossoms, I think how beautiful is spring! And when summer comes and covers the trees with its heavy foliage, and singing birds are among the branches, I think how beautiful is summer! When autumn loads them with golden fruit and their leaves bear the gorgeous tint of frost, I think how beautiful is autumn! And when it is severe winter and there is neither foliage nor fruit then I look through the leafless branches, as I never could until now, and see the stars shine!" Spring, summer, autumn, winter, all seasons are beautiful. And, so too, are all the changing periods of our lives—childhood, youth, middle years and old age. Provided, of course, that we learn to look at the bright side of things and not dwell for long on the shadows that every light throws.

Much has been written of the innocent pleasures of childhood. Much has been written of the wild delights of youth. Much has also been written of old age, either of its mellowness and wisdom or of its aches and pains. But very little seems to have been written about the middle years. To me the middle years appear to be the best and the happiest period of our lives. The twilight zone between youth and old age, when the searing passions of youth have lost their edge but the decrepitude of old age has not yet started creeping in—this is the best and the happiest time in our lives.

What is this period that can be called the middle age? It is difficult to say precisely. A lot will depend on the cultural stock we come from, the social class, the occupation and even our personal characteristics. By and large, the boundaries could be set at forty five and sixty.

One of the symptoms of the onset of middle age is that we start counting "backward from death instead of forward from birth". If in the professions, we tend to think more in terms of the years left for retirement from the job rather than the years spent on the job.

In our younger years, time is a limitless resource. It never occurs to us that time is finite. We are lavish in spending it in all sorts of pursuits. Like some magic fluid, the more we spend it the more it seems to grow. Then a day comes when we notice that the stock with us is steadily getting diminished. To some the realization comes as an awakening. In some others it may even create a panic, albeit temporarily. This happens in our middle years. From then on we hold fast to time. We try to get the most of what is left.

It is in our middle years that personal maturity attains its maximum growth. Both youth and old age have their share of immaturity and psychological infirmities, one way or the other. In our middle years we come to accept ourselves for what we really are. Knowing oneself, coming to terms with oneself, this is a difficult task. Many of our frustrations in adolescence and youth arise because we really do not know ourselves and are caught up in ceaseless internal turmoil. We are in the throes of an identity crisis. But, with the onset of middle age, we discover ourselves. We know what we are and what we stand for. We accept ourselves with all our blemishes and limitations. We have arrived at last. That makes us comfortable.

Also, in the middle age, our attitudes to the world around us undergo a major change. In our youth we have illusions that we were born with a mandate to change the world, to mould every one of our fellow men to suit our particular whims. We do not succeed most of the time and that becomes a cause for irritation, stress and discontent. But by the time we have reached our middle years, we have learnt our lessons, we become more tolerant,

more understanding, and we learn to accept others for what they are. This tolerance that comes of middle age is a source of great mental poise. The world suddenly becomes a much better place to be in. 'Live and let live' becomes our motto.

The earlier we are prepared for this mental and emotional transformation in the middle age, the more enjoyable middle age will be. Gail Sheehy (*Passages*) would even suggest that this change-over be done before the onset of middle age, during the preceding decade which she calls the 'mid-life' and the 'dead-line decade': "The most important words in mid-life are—Let Go ... You can't take everything with you when you leave on the mid-life journey. You are moving away. Away from institutional claims and other people's agenda. Away from external valuations and accreditations, in search of an inner validation. You are moving out of roles and into the self."

Along with the acceptance and tolerance we come to have in our middle years, we also learn to take life a little less seriously. If we also have some sense of humour, a capacity to see the lighter side of things, then that would make the transition complete and even more enjoyable.

This inner serenity that we acquire in our middle age, both because of our changed attitude to ourselves and our changed attitude to others, also gives us greater opportunity for self-realization. In our younger years our minds are restless and we spend our time in flitting from one object of transient interest to another. But now in our middle years our values have gained a greater stability and we are in a position to train our thoughts and our intellect into avenues that give us our greatest satisfaction. A few of us may even change our jobs. But the rest of us who continue in our jobs will still find it possible to pursue vocations that give us a great amount of pleasure and fulfilment.

The middle years form the most productive period of our lives. It is, no doubt, difficult to generalise. Sometimes we see men who are at their best in their youth or even in their childhood as in the case of child prodigies. Sometimes we see men who are at their best in their later years, or even in their old age when their contemporaries would be sliding into senility. Schopenhauer's observation comes to mind: "The character of almost every man seems to be pre-eminently adapted to *one* stage of life; so that in this stage he appears to the greatest advantage ... The reason for this must be that the character itself has something useful, or adult, or elderly about it with which quality the current stage of his life harmonizes, or opposes as a corrective". Be that as it may, for the large majority of us, the middle years are the most productive phase. It may only be a decade-and-a-half in duration, but during this period we contribute the most to our own welfare and the welfare of others. What we achieve during this brief span of years will be far greater in volume and content than what we had achieved in all the years that had preceded or all the years that would follow.

The greatest satisfaction in middle age comes from bringing to a finale the tasks we had ventured on in our earlier years. In our jobs, if we have a little bit of luck, these should be our best years when we have the fullest opportunity to show our worth and be witness to the fruition of our labours. In our personal lives, if we had done a little bit of orderly planning, these could be the years when our children get settled in life and we have the satisfaction of having discharged our responsibilities towards them with some measure of success.

We come to have an inward stillness in our middle age because the unbridled passions of youth have been brought under control. They have mostly cooled down by themselves, and what is left of desire we have learnt to discipline.

This liberation from the stranglehold of our passions makes it possible for the nobler parts of our personalities to assert themselves, grow and enrich our lives. Our interests develop along more healthy lines, our talents develop and we become more cultured in our outlook.

In many of us, this enrichment is further helped by an increasing concern with matters of the spirit. Those who believe in religion and god become more intensely so. Even those who never set any great store by religion or god gain a certain philosophical perspective that may well be a substitute for religion in every major respect.

(vii)

Our youthful days are spent in an incessant search for happiness. It is a search as bereft of meaning as the hunting of the snark :

"They sought it with thimbles, they sought it with care;  
They pursued it with forks and hope;  
They threatened its life with a railway-share;  
They charmed it with smiles and soap."

We pursue happiness as if it were some elusive quarry to be chased, cornered and captured. But alas ! after many fretful years we realise the futility, the utter imbecility of it all. And then with the onset of middle age we take time off for introspection, for a re-assessment of our attitudes, and gradually it dawns on us that we are happy as we are. There are a few 'could-have-beens' or 'should-have-beens' over which one could, if one wished, give a sigh. But to what purpose ? We are now mature enough to accept that, in the aggregate, we have reasons to feel contented. Less of regrets, even less of hope. We have come to feel grateful for life as it is, and assure ourselves that, on the whole, it has been a wholesome package.

A handwritten signature in black ink, appearing to read 'B. Vijayaraghavan', with a long horizontal flourish extending to the right.

(B. Vijayaraghavan)

# CONTENTS

<b>1. PART — I</b>				<b>Page</b>
NEWS & NOTES	...	—	—	(ix)
<b>2. PART — II</b>				
GENERAL ADMINISTRATION & SERVICES	...	...	...	615
<b>3. PART — III</b>				
FINANCE	...	...	...	651
<b>4. PART — IV</b>				
TECHNICAL	...	...	—	671
<b>5. INDEX</b>	...	...	...	691
<b>6. SUPPLEMENT</b>				
Bi-monthly System of Card Billing of energy charges & collection—settlement with Unions—implementation—Orders.	...	...	...	Annexure—I
தமிழ் ஆட்சிமொழிச் செயலாக்கத்தை விரைவு படுத்தல்—நடவடிக்கை எண். 6/1987.	...	...	...	பிற்சேர்க்கை—II

# News & Notes

## PART—I

### News & Notes

#### I. Generation Particulars :

The generation/relief figures for August 1987 and for the period July to August '87 were as follows:—

	August '87 (Figs. in M.U.)	July—August '1987
1. Ennore	160.408	316.285
2. Tuticorin	300.100	646.050
3. Mettur	59.620	128.770
<b>TNEB Thermal</b>	<b>520.126</b>	<b>1091.105</b>
4. Neyveli TS I	219.571	451.757
5. Neyveli TS II	157.499	302.347
6. Kalpakkam	255.045	473.715
7. Relief from NTPC	—	—
8. Hydro Generation	157.096	330.835
9. Net Export to Kerala	(—) 55.988	(—) 92.422
10. Net Export to Karnataka	(—) 9.300	(—) 9.300
11. Net Export to Andhra	—	—
12. Import from Manali	0.005	0.246
13. Wind farm	0.175	0.373
<b>Net TNEB consumption</b>	<b>1244.229</b>	<b>2548.656</b>

#### II. Hydro Inflows :

The hydro inflows in August 1987 were only 399 m. u. as against 1236 m. u. last year and as against the ten year average of 773 m.u. The inflows during June and August '87 due to south west monsoon were only 704 m.u. as against the ten year average inflows of 2050 m.u. and last year inflows of 2160 m. u. during the corresponding period. The inflows received during the period from June '87 to August '87 are the lowest during the last 25 years.

#### III. Storage Position :

The storage position in the various reservoirs as on 1—9—87 when compared to the storage as on 1—9—86 was as follows:—

	As on 1—9—86	As on 1—9—87	Difference
1. Nilgiris	1035.34	433.58	(—) 601.76
2. Periyar	89.90	22.98	(—) 66.92
3. Papanasam & Servalar	15.82	7.64	(—) 8.18
4. PAP group	191.43	88.55	(—) 102.88
5. Kodayar	55.30	17.50	(+) 37.80
6. Suruliyar	20.99	8.42	(—) 12.57
<b>7. Total excl. Mettur</b>	<b>1408.78</b>	<b>578.67</b>	<b>(—) 830.11</b>
<b>8. Mettur</b>	<b>89.88</b>	<b>3.81</b>	<b>(—) 86.07</b>
<b>9. Total including Mettur</b>	<b>1498.66</b>	<b>582.48</b>	<b>(—) 916.18</b>

**IV. Performance of Thermal Stations :****(i) Tuticorin :**

The details of generation at Tuticorin during August '87 were as follows :—

Unit	Generation in M.U.	Plant Load Factor %
I	149.73	95.83
II	137.80	88.20
III	12.57	8.05*
Station	300.10	64.03

\*Unit III was under shut down from 25—7—87 to 28—8—87 for annual maintenance works.

**(ii) Ennore :**

Ennore generated 160.406 m.u. with a Plant Load Factor of 47.91%. The unit-wise break-up is as follows :—

Unit	Generation in M.U.	Plant Load Factor %
I	31.674	70.95
II	32.737	73.34
III	60.997	62.31
IV	44.998	54.98
V	—	—
Station	160.406	47.91

Unit V is under shut down from 27—6—87 for annual maintenance works.

**V. Auxilliary consumption and oil consumption in Thermal Stations :**

The auxilliary consumption and oil consumption at Tuticorin and Ennore during August '87 were as follows :—

	Tuticorin	Ennore
Auxilliary consumption (%)	8.3	13.6
Oil consumption (ML/unit)	3.99	5.8

**VI. Training :**

The following special training programmes were conducted during August '87 :—

(i) A short term Refresher Course to Audit Personnel (IV Batch) at Staff Training College from 17—8—87 to 22—8—87,

(ii) A second short term training course on Safety in Operation and Maintenance of Switchgear Motor etc., at Regional Labour Institute/Adayar for the Engineers of Thermal Power Stations.

**VII. Bimonthly meter reading :**

Conciliation meetings were held before the Commissioner of Labour on the 20th and 24th August '87 in regard to the introduction of bimonthly meter reading and collection for low tension consumers. A memorandum of settlement under Section 12 (3) of the Industrial Disputes Act, 1947 was signed on 24th August '87 before the Commissioner of Labour by the representatives of TNEB and the representatives of the following Unions :—

- (1) Tamil Nadu Electricity Workers Federation
- (2) T.N.E.B. Anna Thozhilalar Sangam
- (3) T.N.E.B. National Electricity Workers Federation (INTUC)
- (4) TNEB Janatha Thozhilalar Sangam
- (5) Tamil Nadu Electricity Workers Progressive Union (TMTM Sangam)
- (6) T.N.E.B. Engineering Diploma Holders Association
- (7) T.N.E.B. Card Billing Staff Union (affiliated to INTUC)
- (8) Cashiers and General Workers Union  
(Affiliated to INTUC)
- (9) Agila India Minvaria Kanakeetalar Matrum Panam Vasulippavargal Sangam.

The bimonthly system of meter reading and collection will take effect from 1—10—87.  
(B.P. Ms. (FB) No. 74, Sectt. Branch dt. 25—8—87).

#### VIII. Formation of General Construction Circle at Salem :

With a view to accelerate the T & D works, one more General Construction Circle with headquarters at Salem has been formed. (B.P. Ms. (Ch) No. 484, Adm. Br. dt. 17—8—87).

#### IX. Appointment of Member of the Board :

Consequent on the retirement of Thiru E. S. Krishnan, Chief Engineer/Mettur Thermal Power Project on 31—8—87, Thiru K. Krishnaswamy Rao, Chief Engineer/Transmission & Grid Operation has been appointed as a Member of the Board from 1—9—87 and has been designated as Member (Generation).

(G.O. Ms. No. 1638, P.W.D. dt. 14—8—87).

#### X. New posts and redesignation of certain posts :

(i) To supervise the work of assessment and collection in the systems, rendering of returns in respect of assessment and collection works, field inspection of sections and to look after all technical works in the Central Office of the system relating to card billing cadre, 29 posts of Assessment Officers in the scale of Rs. 1415-2435 one each for the 29 existing distribution systems have been sanctioned. (B.P.Ms. (FB.) No. 75, Sectt. Br. dated 25—8—87.

(ii) One post of Stores Controller in the scale of Rs. 1910-3415 has been created in the office of the Chief Financial Controller to supervise the work of Stores Verification Officers and staff. (B.P.Ms (FB) No. 69, Adm. Br. dt. 21—8—87.

(iii) The following posts have been redesignated :

Draughtsman I Grade as Head Draughtsman

Draughtsman II Grade as Senior Draughtsman

Draughtsman III Grade as Draughtsman (B.P. Ms. (FB) No. 70, Adm. Br. dt. 27—8—87)

Deputy Stores Officer as Stores Supervisor (B.P. Ms. (Ch) No. 500 dt. 27—8—87)

Store Keeper II Grade as Stores Custodian II Grade

Store Keeper I Grade as Stores Custodian I Grade (B.P. Ms. (FB) No. 71, Adm. Br. dt. 27—8—87)

Accountant as Accounts Supervisor (B.P. Ms. (Ch) No. 499, Adm. Br. dt. 27—8—87)

The following are the details of posts created/upgraded/abolished during August 1987.

P. Easwaramurthi,  
Secretary

#### Posts Created

Sl. No. (1)	Details of orders issued (2)	Name of the system (3)	Name of the post (4)	No. of posts (5)	Purpose for which the posts were created (6)
1.	B.P. Ms. (Ch.) No. 459 (Adm.) dt. 5—8—87	MES(D)/North	AE/JE (E) I Gr. J.E. (E) II Gr. Line Inspector Lineman Elec. I Gr. Helper	1 4 1 5 1 2	For 110/33-11 KV SS at Gummidipoondi (Non-Grid) upto 31—3—88 from the date of utilisation.
2.	B.P. Ms. (Ch.) No. 468 (Adm.) dt. 14—8—87	Kamarajar E.S.,	A. E. (Elec) J.E. II Grade Lineman	1 4 4	For 110 KV SS (Non-Grid) at Alangulam.

(1)	(2)	(3)	(4)	(5)	(6)
3.	B.P. Ms. (Ch.) No. 469 (Adm.) dt. 14—8—87	Chingleput E.S. (South)	A.E./J.E. (E) I Gr. Foreman I Gr. Wireman Helper	2 4 12 7	Review of workload as on 1—1—87 in respect of R.W.E. cadre upto 31—8—88 from the date of utilisation.
4.	B.P. Ms. (Ch.) No. 484 (Adm.) dt. 17—8—87	G.C.C/Salem	<b>Provincial :</b> <b>Class I Service</b> Supdg. Engineer E.E.(Elec)/Mechl)	1 2	
			<b>Class II Service</b> A.E.E.(Elec/Civil) AE/JE (C/E/M) Personal Assistant Accounts Officer A.A.O. Stores Officer	6 10 1 1 1 1	
			<b>Class III Service</b> Accountant Assistant Jr. Assistant Steno-Typist Typist D. S. O. S.K. I Grade Head Draughtsman D'man II Grade D'man III Grade Asst. Draughtsman	9 27 30 1 7 2 2 1 4 3 1	
			<b>Class IV Service</b> Record Clerk Office Helper	2 11	
				123	
			<b>R.W.E.</b> <b>Class III Service</b> Foreman I Gr. Foreman II Gr. Time Keeper I Gr. Blacksmith Fitter II Gr. Tester I Gr. Tool Keeper I Gr. Fitter I Gr. Elec. I Gr. Filter Operator Carpenter II Gr. Painter	8 8 8 12 24 2 2 4 12 4 4 2	
			<b>Class IV Service</b> Helper Watchman	36 12	
				138	

(1)	(2)	(3)	(4)	(5)	(6)
5.	B.P.Ms. (FB) No. 69 (Adm.) dt. 21-8-87	Office of the C.F.C./Accounts Branch	Stores Controller	1	To supervise the work of Stores verification officers & staff
6.	B.P.Ms. (Ch.) No. 491 (Adm.) dt. 22-8-87	E.T.P.S.	A.D.E. (Elec.) Head Draughtsman	2 1	Instrumentation and control of Unit I, II and V upto 31-3-88 from the date of utilisation
7.	B.P.Ms. (Ch.) No. 492 (Adm.) dt. 22-8-87	Tirunelveli Kattabomman Elec. System	A.E./J.E. (C) I Gr.	1	For attending to the works of PSC Pole casting yard at Vaniankulam for a period upto 31-10-88 from the date of utilisation
8.	B.P.Ms. (Ch.) No. 493 (Adm.) dt. 24-8-87	M.T.P.P.	D.E. (Elec.) D.E. (Mechl.) A.D.E. (Elec.) A.D.E. (Mechl.) AE/JE I Gr. (E) AE/JE I Gr. (M)	1 1 8 13 45 30	For O & M of Unit II in M.T.P.P.
9.	B.P.Ms. (FB) No. 75 (Sectt.) dt. 25-8-87	29 O&M systems	Assessment Officers	29	
10.	B.P.Ms. (Ch.) No. 498 (Adm.) dt. 25-8-87	M.T.P.P.	S.B.O. (Elec.) S.B.O. (Mechl.) Welder II Gr. Junior Machine Operator Tester Chemical Fitter III Gr.	29 4 6 4 5 106	For O & M of Unit I and Pro-commissioning of Unit II in M.T.P.P.
11.	B.P.Ms. (Ch.) No. 504 (Adm.) dt. 29-8-87	MES(D)/North	AE/JE (E) I Gr. JE (E) II Gr.	1 2	Review of workload for sections as on 1-1-84
12.	B.P.Ms. (Ch.) No. 505 (Adm.) dt. 29-8-87	Ramnad E.S.,	Line Inspector S.B.O. Electrician Helper	1 4 1 4	For newly sanctioned 66 KV SS at Valinokkam.

**Post Upgraded**

—Nil—

## POST ABOLISHED

Sl. No.	Details of orders issued	Name of the system	Name of the post	No. of posts
(1)	(2)	(3)	(4)	(5)
1.	B.P. Ms. (Ch) No. 468 (Adm.) dt. 14—8—87	Kamarajar Elec. System	S. B. O. Helper	4 2
2.	B. P. Ms. (Ch) No. 469 (Adm.) dt. 14—8—87	Chingleput E.S. (South)	J. E. (E) II Grade Line Inspector	2 4
3.	B.P Ms. (Ch) No. 484 (Adm.) dt. 17—8—87	G.C.C./Salem	<b>Class II Service</b> A.E./J.E.(E) <b>Class III Service</b> Accountant Assistant Jr. Assistant Typist <b>Class IV Service</b> Office Helper	2 3 12 12 3 3 <hr/> 35
4.	Board Office/ Adm. Branch Memo. No. 101310(375)/ S3/A2/87-1, dt. 25—8—87	M.T.P.P.	E. E. (Civil)	1

# GENERAL ADMN. & SERVICES

## PART-II

### General Administration & Services

Memo. No. Adm. Br./C5(2)/205/86—2, Dated 29—7—1987.

Sub : Establishment—Class II Service—Thiru N. K. Nanaiah, Assistant Engineer  
Haulage/Singara—Permission to Join in Chit Fund.

Ref : His letters Nos.

1. ADM. I/JA 2/F 7/R 101/86, dt. 12—2—86.
2. ADM. I/JA 2/F 7/R 101/86—1, dt. 29—1—87.

With reference to his letters cited, the Superintending Engineer/Generation/Kundah is informed that as per the orders in B. P. Ms. No. 1782 dt. 3—11—76, prior permission of the prescribed authority should be obtained before joining the Chit only when the employee is having official dealings with the Chit Company and, or if the Chit Company is not a registered one.

2. In the case of Thiru N. K. Nanaiah, Assistant Engineer, it is reported that he has no official dealings with the Chit Company and it is also registered one under the Company Act of 1956. Hence the Superintending Engineer is requested to act as per B. P. Ms. No. 1782 dt. 3—11—1976.

I. Muthukkamatchi,  
Chief Engineer/Personnel.

●●●

Memo. No. 024188/138/C1—3/86—4 (Administrative Branch), Dated 31—7—1987.

Sub : ESTABLISHMENT—Rotation of staff from one Seat to another  
in System/Circles—Implementation during 1987—Regarding.

- Ref :
1. The Chairman's D. O. Letter No. 514/Adm. Br./V3/81—13, dt. 29—1—83.
  2. This office Memo. No. 013698/162/Adm. Br./C1—3/83—15, dt. 30—3—84.
  3. This office Memo. No. 013698/162/Adm. Br./C1—3/83—18, dt. 29—3—85.
  4. This office Memo. No. 024188/138/Adm. Br./C1—3/86—1, dt. 9—10—86.

Some of the Superintending Engineers and Regional Chief Engineers have sought for instructions whether Rotation of staff, who have completed three years in a seat, to the other has to be implemented during 1987, as per the existing guidelines.

The Superintending Engineers of Distribution Systems are informed that bi-monthly Assessments Scheme in Card Billing are to be implemented shortly. On account of this, there will be shifting of Assistants, Junior Assistants etc. The request transfer of Assistants, Accountants etc. are being considered and that promotion to the post of Accountants, Assistant Accounts Officers etc. will be ordered shortly. In view of the changes, which are to take place, the rotation of staff need not be implemented during 1987 in respect of O & M Distribution Systems.

However, in the Office of the Chief Financial Controller, General Construction Circles and Generation Circles, the C. F. C. and the Superintending Engineers are informed that they may effect seat changes, if considered necessary.

(By Order of the Chairman)

I. Muthukkamatchi,  
Chief Engineer/Personnel.

Memorandum No. 14803/N2/87—1, (Secretariat Branch) Dated the 1st August 1987.

Sub : Medical Attendance — Reimbursement of medical expenses—Consultation with Authorised Medical Attendant and purchase of medicines—Clarification issued.

Ref : Board's Memo. No. 30019/N2/85—4, dt. 24—12—85.

It has been specifically clarified in para 1 of the Board's memorandum cited that there are no restrictions in medical attendance rules regarding the medical shops wherefrom medicines are purchased, but normally medicines are to be purchased from any of the nearest place either nearer to residence, Authorised Medical Attendants' Consulting room or actual place of duty and **in cases medicines purchased outside the above three areas the circumstances which necessitated for such purchase is to be ascertained and the claim considered after satisfying the genuineness of the statement of the Board's employees.**

2. The Superintending Engineers of Madras Electricity System/South/North and Central have requested clarification on the admissibility of medical reimbursement claims of the employees working in Madras City who are residing in one postal zone, consulted the authorised medical attendant for their illness in another postal zone and purchased the medicines in yet another postal zone.

3. It is clarified that the existing instructions mentioned in para 1 above are clear in the matter. Whenever medicines are purchased from a Medical Shop far away from the place of duty or residence of the Board Employee or the Authorised Medical Attendants' Consulting Room the circumstances which necessitated such purchase should be ascertained before settling the claim. The Authority Competent to settle the claim should satisfy himself about the genuineness of the claim.

P. Easwaramurthi,  
Secretary.

● ● ●

Memorandum No. 33548—EI/87—4, (Secretariat Branch) dated the 1st August, 1987.

Sub : Loans and Advances—House Building Advance—Sanction of Advance to the employees of the Board for purchase of plot and construction of house thereon  
—Documents to be submitted with the applications.

As per Rule 9 (a) (ii) (a) of Tamil Nadu Electricity Board House Building Advance Rules, the application for House Building Advance for the purchase of plot and construction of a house thereon should be accompanied by an approved lay-out besides the other documents mentioned in the above Rule. The above Rule is applicable both in the case of employees who apply for House Building Advance individually as well as those who apply for House Building Advance through the Housing Societies formed by the employees of the Board.

2. Recently the members of a Society formed by the employees of the Board applied for House Building Advance for purchase of plot and construction of house thereon. They produced a lay-out duly approved by the Commissioner of the concerned Panchayat Union along with the other documents. In such cases approval of the lay-out by the Panchayat Union Commissioner is not sufficient. The approval of the concerned authority of the Town and Country Planning Department should also be obtained. Any approval given without the prior concurrence of the above authority is invalid.

3. The authorities of the Board competent to sanction House Building Advance are therefore requested to ensure that the lay-out produced by the employees for the purpose of obtaining House Building Advance from the Board are duly approved by the concerned authority of Town and Country Planning Department. This should be followed scrupulously.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

Memo No. 10013/D.T.S/A5/86—3 (Administrative Branch) Dated 3—8—'87

Sub : Training—Cable Jointing Training Centre—Supply of Newspapers, Magazines etc.  
—Annual Expenditure—Sanctioned.

Ref : (1) B.P. Ms. (Ch) No. 222 (Adm. Br.) dated 13—5—87

(2) CI/Cable Jointing Training Centre Lr. No. D—168/87, dated 8—7—87

In B.P. under reference 1st cited, sanction was accorded for supply of the following dailies, Magazines etc. to Technical Training Centres functioning at Korattur, Mettur, Madurai and Coimbatore and Lineman Training Centres at Tirunelveli, Thanjavur and T.V. malai.

- (1) Tamil Daily — 'Dinamani'
- (2) Monthly Magazine — 'Kalaikathir'
- (3) One Tamil weekly/monthly on science subject as desired by the centre
- (4) Booklets from central Board for worker's Education, viz. Works Committee, Grievance procedure, Rationalisation and wage legislation.

The Chief Instructor/Cable Jointing Training Centre in the letter under reference 2nd cited, has requested for supply of the above Magazine/daily as supplied to Technical Training Centres and Lineman Training Centres.

After careful consideration, the Tamil Nadu Electricity Board approves the proposal of Chief Instructor/Cable Jointing Training Centre for supply of the following items to cable Jointing Training Centre, Madras for a sum not exceeding Rs. 500/- per year.

- (1) Tamil Daily — Dinamani
- (2) Monthly Magazine — Kalaikathir
- (3) One Tamil weekly/monthly on science subject as desired by the centre
- (4) Booklets from Central Board for Worker's Education viz. Workers Committee, Grievance procedure, Rationalisation and wage legislation.

The expenditure sanctioned in para (2) above is debitable to TNEB—Funds—Revenue Expenses (F) Adm. Expenses (vii) other expenses—(ii) Miscellaneous charges—21(A) Training Programme for Board's Personnel.

The Chief Instructor/Cable Jointing Training Centre is authorised to purchase the above daily/Magazine etc. and settle the bills based on the actuals. The Superintending Engineer/Madras Electricity System/Distribution/South is authorised to claim the bill as and when received from the Chief Instructor/Cable Jointing Training Centre and arrange the payment.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

● ● ●

#### Amendment No. 9/1987

REGULATIONS—Tamil Nadu Electricity Board Service Regulations—Method of appointment and qualifications for the post of Assistant Engineers (Electrical)/(Civil)/Mechanical)—Amendments—Issued.

B.P.Ms. (FB.) No. 66

(Secretariat Branch)

Dated the 3rd August 1987  
Aadi 18, Prabhava  
Thiruvalluvar Aandu 2018.  
Read :

- B. P. Ms. (FB) No. 5 (Adm. Br.), dt. 1—2—85.  
B. P. Ms. (FB) No. 15 (Adm. Br.), dt. 27—2—85.  
B. P. Ms. (FB) No. 3 (Adm. Br.), dt. 18—1—86.

#### Proceedings :

In exercise of the powers conferred by Section 79 (c) of the Electricity (Supply) Act 1948, (Central Act 54 of 1948), the Tamil Nadu Electricity Board hereby makes the following amendments to the Tamil Nadu Electricity Board Service Regulations.

### Amendments

In the said Regulations,

- (1) In Regulation 97, to sub-regulation (a), the following proviso shall be added, namely :-  
 "Provided that the seniority of Assistant Engineers (Electrical)/(Civil)/(Mechanical) recruited both by internal selection and by direct recruitment in the ratio of 1 : 1 in a particular calendar year shall be fixed in the following cyclic order :-
  1. Internal Selection
  2. Direct Recruitment."
- (2) In Annexure I, referred to in Regulation 92, in Class II,
  - (a) in Division II (Electrical), in Col. (2), against category 3—Assistant Engineer (Electrical), for the existing entries, the following entries shall be substituted, namely :-  
 "Internal Selection and Direct Recruitment in the ratio of 1 : 1."
  - (b) in Division III (Civil), in Col. (2), against category 2—Assistant Engineer (Civil), for the existing entries, the following entries shall be substituted, namely,—  
 "Internal Selection and direct recruitment in the ratio of 1 : 1."
  - (c) in Division IV (Mechanical), in Col. (2), against category 2—Assistant Engineer (Mechanical), for the existing entries, the following entries shall be substituted, namely :-  
 "Internal Selection and direct recruitment in the ratio of 1 : 1."
- (3) In Annexure III, referred to in Regulation 94,
  - (a) Against the post of Assistant Engineer (Electrical),
    - (i) in Column (2), under the heading 'Method of Recruitment', for the existing entries, the following entries shall be substituted, namely :-  
 "Internal Selection or direct recruitment."
    - (ii) in Column (3), under the heading 'qualification', in clause (b), to item (i), the following proviso shall be added, namely :-  
 "Provided that direct recruits must possess any of the above mentioned Degrees in I Class."
  - (b) against the post of Assistant Engineer (Civil),
    - (i) in Col. (2), under the heading "Method of Recruitment", for the existing entries, the following entries shall be substituted, namely,—  
 "Internal Selection or direct recruitment".
    - (ii) in Col. (3) under the heading "qualification", in clause (b), to item (i), the following proviso shall be added, namely,—  
 "Provided that direct recruits must possess any of the above mentioned Degrees in I Class."
  - (c) against the post of Assistant Engineer (Mechanical).
    - (i) in Col. (2), under the heading 'Method of Recruitment' for the existing entries, the following entries shall be substituted, namely,—  
 "Internal Selection or Direct recruitment."
    - (ii) in Col. (3), in clause (2), to item (a), the following proviso shall be inserted, namely,—  
 "Provided that direct recruits must possess any of the above mentioned Degrees in I Class."

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

Memo. No. 6543/DTS/A5/86—13 (Administrative Branch) Dated 4—8—1987.

Sub : TRAINING—Thermal Training Institute/Ennore—Conducting of 26 week course on Thermal Engineering for Graduate Engineers—Amendment—Issued.

Ref : 1. B.P. Ms. (Ch.) No. 256 (Adm. Br.) dt. 22—5—87.  
2. Representation from the trainees dt. 27—7—87.

In B.P.Ms. (Ch.) No. 256 (Adm. Br.) dated 22—5—87, the Para 6 may be read as Para 7 and the following may be inserted as Para 6.

"The period of training may be treated as on duty and the trainees are eligible to draw T.A. and D.A. as per rules in force."

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer/Personnel.

● ● ●

Memorandum No. 34208—P2/87—1 (Secretariat Branch) dated the 4th August 1987.

Sub : Tamil Nadu Electricity Board Service Regulations—Drawal of increments by Board employees on first day on each quarter—Not counting of Extra Ordinary Leave without Pay and Allowances—Clarifications issued—Cancelled.

Ref : Board's Memo. No. 209327—L1/79—1 (Adm. Br.) dt. 21—7—80.

In the Board's Memo. cited, clarifications have been issued on the above subject as follows :—

#### Point Raised

#### Clarification Given

- |   |   |
|---|---|
| <p>(i) An employee, whose normal due date of increment is on 1—10—76, has availed Extra ordinary leave without pay and allowances (without medical certificate) for 4 months. As such if the increment due on 1—10—76 is postponed to 1—2—77, whether the increment due in the subsequent year may be advanced to 1—1—78.</p>   | <p>(i) As per the instructions issued by Board in its Memo. No. 14702—B2/78—1 dt. 6—5—78 the increment due to an employee on 1—10—76 and which has been postponed on 1—2—77 due to availing of Extraordinary leave without pay and allowances without medical certificate for 4 months shall be advanced to first of the quarter in which it fell due in the subsequent year (i.e. 1978). The increment shall be advanced to 1—1—78 provided there is no further break in service in between the period from 1—2—77 to 1—1—78.</p>  |
| <p>(ii) If an employee avails Extra ordinary Leave without pay and allowances without medical certificate during the period from 1—9—75 to 30—11—75 (whether) the whole period of 3 months has to be added to 1—10—75 (i.e. the normal due date of increment) OR (whether) the period of Extra ordinary leave without pay and allowances has to be split up into two and the period from 1—9—75 to 30—9—75 added to 1—10—75 and the remaining period from 1—10—75 to 30—11—75 added to 1—10—76.</p> | <p>(ii) If an employee avails Extra ordinary leave without pay and allowances (without medical certificate) during the period from 1—9—75 to 30—11—75 the period of leave of one month from 1—9—75 to 30—9—75 has to be added to the normal date of accrual of increment (i.e. 1—10—75 plus one month) with monetary effect from the date of joining duty on 1—12—75 (i.e. the date on which rejoined duty after expiry of leave). Similarly, the balance period of leave of two months from 1—10—75 to 30—11—75 has to be added to the next increment (i.e. 1—10—76 plus 2 months) in which case the increment would accrue on 1—12—76. The date of next increment would be 1—10—77.</p> |

1

- (iii) An employee has availed Extra ordinary leave without pay and allowances (without medical certificate) during the period from 1-5-75 to 30-9-75 and from 15-10-75 to 14-1-76. His normal due date of increment is on 1-10-75.

As per the existing instructions if the first spell of Extra ordinary leave without pay and allowances is added to normal due date of increment (i.e. 1-10-75) the due date on which the increment has to be sanctioned will be on 1-3-76 and the next increment sanctioned on 1-3-77. In such case whether the second spell of Extra ordinary leave without pay and allowances availed during the period from 15-10-75 to 14-1-76 may be ignored as it does not fall during the period from 1-3-76 to 31-12-76.

2

- (iii) The first spell of Extra ordinary leave without pay and allowances during the period from 1-5-75 to 30-9-75 should be added to the normal date of increment and the due date of increment will be on 1-3-76. The second spell of Extra-ordinary leave without pay and allowances availed from 15-10-75 to 14-1-76 cannot be ignored and will have to be added to the next increment date though the leave period does not fall during the next year of increment (viz. from 1-3-76 to 31-12-76)".

2. The clarifications as in items (ii) and (iii) above do not conform to the provisions of Board's Service Regulations, and they have been reviewed. With reference to regulation 36 (c) of Board's Service Regulations, Extra ordinary leave without pay and allowances taken otherwise than on medical certificate will not count for increment. The second proviso to Note-1 under Regulation 36 (a) of Tamil Nadu Electricity Board Service Regulations states that for purpose of arriving at the date of next increment in a time scale, **the total of all such periods** that do not count for increment in the time scale shall be added to the normal date arrived at after advancing the date of increment to the first of the quarters. Further, it is also stipulated that after advancing the date of increment to first of the quarter, the period which will not count for increment should be added to the first of the quarter provided before sanction of the increment it should be ensured that all the period not counting for increment occurred **prior to the date of sanction** of increment is given effect to.

3. In the example quoted in item (ii) in para 1 above, the three months period of Extra ordinary leave without pay and allowances otherwise than on Medical Certificate will not count for increment. It has been clarified that he may be granted increment on 1-11-75 with monetary effect from 1-12-75 taking into consideration the leave period from 1-9-75 to 30-9-75 and that the next increment is to be granted from 1-12-76 taking into consideration the leave period taken from 1-10-75 to 30-11-75. This clarification is not correct. When the increment is sanctioned on 1-11-75 any period of leave taken prior to 1-11-75 i.e. from 1-10-75 to 31-10-75 will not have the effect of postponing the next increment after sanctioning the earlier increment on 1-11-75. Again, when once an increment is sanctioned on 1-11-75, the due date of next increment is 1-11-76 advanced to the first of the quarter i.e. 1-10-76. His increment due on 1-10-76 can be postponed to a subsequent date only to the extent of extraordinary leave availed of during the period from 1-11-75 to 1-10-76 and during this period he has taken only one month leave and as such postponing the increment due on 1-10-76 by two months is also not in order. The correct method to be followed in such cases is as below :-

Date of last increment	1-10-1974
Normal due date of increment	1-10-1975
Add period not counting for increment (E.L.W.A. without M.C.)	0- 3-0
Due date for increment	1- 1-1976

Similarly, in the example cited in item (ii) in para 1 above, the first spell of Extra ordinary leave without pay and allowances (without Medical Certificate) from 1-5-75 to 30-9-75 when added to the first of the quarter i.e. 1-10-75, will result in the due date of increment as 1-3-76. But, as there is another spell of Extra ordinary leave without pay and allowances otherwise than on Medical Certificate viz. from 15-10-75 to 14-1-76 occurring prior to 1-3-76, the total period of two-

spells of the Extra ordinary leave without pay and allowance mentioned above should be added to normal due date of increment i.e. 1—10—75, and increment regulated as follows :—

Date of last increment	1—10—74
Normal due date of increment	1—10—75
Add period not counting for increment	
I spell of E.L.W.A.	0—5—0
II spell of E.L.W.A.	0—3—0
	<hr/>
Due date of increment	1—6—76
Date of next increment	1—6—77
To be advanced to	1—4—77

4. Therefore, the clarifications already issued in items (ii) and (iii) of para 2 of Board's Memo No. 209327—L1/79—1 (Adm. Br.) dt. 21—7—80 which are not in conformity with the provisions of Tamil Nadu Electricity Board Service Regulations are cancelled with retrospective effect from 21—7—80. Cases already decided with reference to the memo. shall be reviewed and regulated as per this order.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

• • •

Memorandum (Permanent) No. 29236—P2/87—1 (Secretariat Branch) dated 7—8—1987.

Sub : Tamil Nadu Electricity Board Employees' Conduct Regulations—Raising of loan by Board employees—Definition of quantum of "Small amount"—Clarification.

Ref : From Adm. Br. U.O. Note No. 59732—C5/(A2)/87—1, dt. 4—5—1987.

The proviso to sub-regulation (6) of Regulation 12 of the Tamil Nadu Electricity Board Employees' Conduct Regulations reads as follows :—

'Provided that an employee may give to or accept from a relative or a personal friend, a purely temporary loan of small amount free of interest or operate a credit account with a bonafide tradesman or make an advance of pay to his private employee.'

The Administrative Branch has raised a point as to defining the quantum of "Small amount" mentioned in the above provision.

2. It is clarified that the expression "Small amount" has been intentionally used in Sub-Regulation (6) of Regulation 12 of Tamil Nadu Electricity Board Employees' Conduct Regulations. It is a relative term to be taken into account with reference to status of the employees. For example, for an Office Helper, a sum of Rs. 1000/- will be a big amount but it is not so for a Superintending Engineer. The authority concerned has to decide each case on its merits.

(By Order of the Chairman)

P. Easwaramurthi  
Secretary

Memorandum No, 43349/O&M Cell/87—1 (Secretariat Branch) Dated the 10th August 1987.

Sub : Establishment—Superintending Engineers of Distribution Systems—Submission of Monthly Diaries—Further instructions—Issued.

Ref : (i) Memo. No. 14543/O&M Cell/87—1, dt. 15—4—87.  
(ii) Memo. No. 24935/O&M Cell/87—1, dt. 11—5—87  
(iii) Memo. No. 30709/O&M Cell/87—1, dt. 29—5—87.

In continuation of the instructions issued in the references cited, it is hereby ordered that, the Superintending Engineers of Distribution systems shall furnish a Personal Progress Report also on the inspection of the Stores, Special Maintenance repair-shop, Meter Relay Test Laboratory, Pole casting yard, Divisions/Sub-divisions/Section Offices, Sub-stations, Lines, Transformers, Service connections etc. in the format annexed to this Memorandum.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

Encl.

### Annexure

### III. Personal Progress Report

#### Part—I

	If inspected during the month, date of inspection	If not inspected during the month, date of last inspection
1. System Central Stores	:	
2. System MRT Laboratory	:	
3. System Special Maintenance repair—shop.	:	

#### Part—II

	Name of office etc. inspected.	Date of inspection
1. Division Offices inspected	:	
2. Sub-division Offices inspected	:	
3. Section Offices inspected	:	
4. Sub-stations inspected	:	
5. RCC pole-casting yards inspected	:	
6. Sub-stores inspected	:	
7. LT meter-testing laboratories inspected	:	

#### Part—III

1. Route length of EHT lines inspected (km) :	:
2. Route length of HT lines inspected (km) :	:
3. Route length of LT lines inspected (km) :	:
4. No. of distribution transformers Inspected :	:
5. No. of HT service connections inspected :	:
6. No. of LT service connections inspected :	:
(i) Power	:
(ii) Non-power	:
(iii) Total	:
7. No. of schemes in progress inspected :	:
(i) Extension schemes	:
(ii) Improvement schemes	:
Total	:

Signature :  
Designation :

Ch.'s Memo. No. 024188/138/C1—3/86—5, dated 13—8—1987.

Sub: Establishmant—Rotation of staff from one seat to another in Systems/Circles.

The question of changing the staff in various offices from one seat to another at periodical intervals has been examined. On the one hand, it is necessary to ensure that continuance for long periods of particular individuals in particular seats which are of a sensitive nature does not result in the individuals concerned developing vested interests. On the other hand, it is also necessary to ensure that persons who deal with difficult subjects are those with the necessary aptitude, ability and experience. Therefore, the question of choosing persons to deal with particular subjects is best left to the discretion of the head of the office concerned to be decided by him with reference to his knowledge of the work and conduct of the persons concerned and of the nature of the work in the various seats. At the same time, it should be ensured that if a person is retained in a particular seat for a very long period it is a conscious decision in the best interests of the work and not by oversight. The following instructions are, therefore, issued in the matter.

2. The head of every office shall, in the first week of April every year, make a review of the work and conduct of the personnel in the various seats in his office. If he considers that the continuance of any person in a particular seat, irrespective of the period of his service in that seat, is not desirable for whatever reasons he will have him transferred to some other suitable seat. Similarly, if the head of the office considers that a person who has been working in a particular seat has to be continued in that seat in the best interests of the work and if the individual has not come to any adverse notice, it shall be open to the head of the office to continue him in the same seat.

3. All Officers should obtain a certificate from the heads of offices immediately below them before the end of April every year that this review has been made by them.

4. This is issued in cancellation of the instructions in the memo. of even number dated 31—7—87.

B. Vijayaraghavan,  
Chairman.

• • •

Memorandum (Permanent) No. 8371—E2/87—5, (Secretariat Branch), dated the 14th August, 1987.

Sub: LOANS AND ADVANCES—House Building Advance—Construction of Compound Wall—Approval of the Plan by the Local Authority—Instructions—Issued.

Ref: From Govt. Lr. No. 1162/MC. V/87—2, M. A. & W. S. Deptt., dated 22—6—87.

According to Tamil Nadu Electricity Board House Building Advance Rule, Building Plan and Planning permission of the Local Authority are insisted for the purpose of sanctioning House Building Advance to Board employees. A doubt was raised as to whether planning permission from the concerned Local Authority is necessary for the construction of boundary wall also.

2. Tamil Nadu Electricity Board directs that permission should be obtained from the concerned Local Authority, even for the construction of boundary walls, not exceeding eight feet in height, **abutting on public street**. A boundary wall which does not exceed 8 feet in height and does not bound or abut on any public street will not be a building and no permission will be required for the erection of such a boundary wall.

P. Easwaramurthi,  
Secretary.

CIRCULAR MEMO. No. 7380/DTS/A5/87-1, (Administrative Branch) Dated 14—8—'87.

Sub : Training—Lineman Training Centre—Acceptance of nominations of Lineman and wireman who have already undergone training at Technical Training Centres—Instructions issued—Regarding.

Ref : Lr. No. ADE/LMTC/Tin/F.3/D414/87, dated 24—7—87.

Orders were issued in Memo. No. 7779/DTS/A5/86-2, dated 4—9—86 that Helpers may be deputed to Technical Training Centres and Lineman/Wireman to Lineman Training Centres for training.

2. The Board in B.P. Ms. Ch. No. 640 (Adm. Branch) dated 3—11—86 has reduced the period of training for Lineman/Wireman being conducted at Lineman Training Centres at Tirunelveli and Thanjavur from 3 months to 2 months.

3. The training period for the Helpers at Technical Training Centres continues to be 3 months.

4. As the syllabus followed in Technical Training Centres and Lineman Training Centres are almost one and the same, Lineman and wireman who have undergone training at Technical Training Centres need not be entertained to Lineman Training Centres.

5. The Lineman and equivalent category of staff may be given training in Lineman Training Centres.

6. The post of Commercial Inspector is equivalent to Line Inspector.

D. Krishnamoorthi,  
Chief Engineer/Personnel.

• • •

Training—Tamil Nadu Electricity Board—Training of Section Officers and Superintendents of Board Office in various areas of Board—Reduction in period of Training—Orders issued.

B.P. Ms. (F.B.) No. 68

(Secretariat Branch)

Dated 14—8—1987.

Aadi 29, Prabhava,  
Thiruvalluvar Aandu, 2018.

Read :

B.P. Ms. (FB) No. 84 (Sectt.) Dated, 16—10—1985.

#### Proceedings :

In B.P. Ms. (FB) No. 84 (Secretariat) dated 16—10—1985 a 40 week training scheme was introduced for Section Officers and Superintendents of Board Office, mainly to improve the performance of personal Assistants and Personnel Officers selected from the , above categories, for an effective and absorbing role in the Systems, Circles and Offices.

2. In consideration of the various factors associated with the trainees and the training under this scheme, the Tamil Nadu Electricity Board has decided that the period of training shall be reduced to

twelve weeks, so that it can achieve the purpose of imparting a certain level of knowledge about the system administration. Accordingly, it is hereby ordered that in modification of para 3(II) of the Board's Proceedings cited, the programme of Training will in future be as follows :—

Sl. No.	System/Circle/Office	Duration
1.	Board Office Audit Branch	1 Week
2.	Regional Chief Engineer's Office	4 days
3.	Distribution System	
	(a) Central Office	3 Weeks
	(b) Central Stores	3 days
	(c) Division	
	—Revenue Branch	1 Week
	—Other than Revenue Branch	1 Week
	(d) Sub-Division	4 days
	(e) Distribution Section	3 days
4.	Generation Circle	
	(a) Hydro-Central Office	1 Week
	(b) Thermal-Central Office	1 Week
5.	Project Circle-Central Office	1 Week
6.	General Construction Circle-Central Office	1 Week
Total		12 Weeks

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

• • •

Establishment—Tamil Nadu Electricity Board—Formation of one more General Construction Circle at Salem—Proposal—Approved.

B. P. Ms. (Ch.) No. 484

(Administrative Branch)

Dated : 17—8—1987  
Aavani 1, Prabhava,  
Thiruvalluvar Aandu 2018

Read :

From the Chief Engineer/Transmission and Grid Operation letter No. PA/A1 Addl. Staff. 18/87/dated 7—5—1987.

#### Proceedings :

There are four General Construction Circles at Madras, Trichy, Madurai and Coimbatore. There is enormous delay in achieving the programmed T&D works entrusted for 1985—90 and main reason for the delay is only inadequate staff and field organisation. With a view to complete the programmed T&D works, it has been decided to form a new General Construction Circle at Salem.

2. After careful consideration of the proposal, it has been decided to form a new General Construction Circle with headquarters at Salem and sanction is accorded to the creation of the following posts for a period upto 31—1—1988 from the date of utilisation in new General Construction Circle, Salem.

**Provincial Class I Service :**

- |   |   |     |   |
|---|---|-----|---|
| 1. Superintending Engineer (Electrical)   | — | One |   |
| 2. Executive Engineer (Elect./Mechanical) | — | Two | (One for S.S.E. and one for T.E. Divisions) |

**Class II Service :**

- |  |   |     |  |
|--|---|-----|--|
| 3. Assistant Executive Engineer (Civil)                                  | — | Six | (2 for Central Office<br>2 for S.S.E. work<br>2 for T.E. works)            |
| 4. Assistant Engineer/Junior Engineer (Electrical) (Civil/Elect./Mechl.) | — | Ten | (2 for Central Office<br>4 for S.S.E. works/Salem<br>4 for TD works/Salem) |
| 5. Personal Assistant  | — | One | for Central Office.  |
| 6. Accounts Officer  | — | One | —do—   |
| 7. Assistant Accounts Officer  | — | One | —do—   |
| 8. Stores Officer  | — | One | —do—   |

**Class III Service :**

- |                           |   |              |   |
|---------------------------|---|--------------|---|
| 9. Accountant             | — | Nine         | (7 for Central Office<br>1 for S.S.E. Dn.)<br>1 for T.E. Dn.)   |
| 10. Assistant             | — | Twenty Seven | (23 for Central Office<br>2 for S.S.E. Dn.<br>2 for T.E. Dn.)   |
| 11. Junior Assistants     | — | Thirty       | (22 for Central Office<br>2 for S.S.E. Division<br>2 for T.E. Division<br>2 for S.S.E. Sub Dn.<br>2 for T.E. Sub Dn.) |
| 12. Steno Typist          | — | One          | for Central Office  |
| 13. Typists               | — | Seven        | (5 for Central Office<br>1 for S.S.E. Division<br>1 for T.E. Division)  |
| 14. Deputy Stores Officer | — | Two          |   |
| 15. Store Keeper I Gr.    | — | Two          |   |
| 16. Draughtsman I Gr.     | — | One          | for Central Office  |
| 17. Draughtsman II Gr.    | — | Four         | (2 for Central Office<br>1 for S.S.E. Division<br>1 for T.E. Division)  |
| 18. Draughtsman III Gr.   | — | Three        | (1 for Central Office<br>1 for S.S.E. Division and<br>1 for T.E. Division)  |
| 19. Assistant Draughtsman | — | One          | for Central Office  |

**Class IV Service :**

- |                   |   |        |  |
|-------------------|---|--------|--|
| 20. Record Clerk  | — | Two    | (For Central Office)   |
| 21. Office Helper | — | Eleven | (7 for Central Office<br>2 for S.S.E. Division<br>2 for T.E. Division) |

**Regular Work Establishment Posts for the New Division, Substation Erection and Transformer Erection Division with Headquarters at Salem**

	S.S.E. Dn.	T.E. Dn.	Total
<b>Class III Service :</b>			
Foreman I Gr.	4	4	8
Foreman II Gr.	4	4	8
Time Keeper I Gr.	8	—	8
Blacksmith	12	—	12
Fitter II Gr.	16	8	24
Tester I Gr.	—	2	2
Tool Keeper I Gr.	—	2	2
Fitter I Gr.	—	4	4
Electrician I Gr.	—	12	12
Filter Operator	—	4	4
Carpenter II Gr.	—	4	4
Painter	—	2	2
<b>Class IV Service :</b>			
Helper	16	20	36
Watchman	12	—	12
<b>Total</b>	<b>72</b>	<b>66</b>	<b>138</b>

3. It is hereby ordered that one Transmission Line Construction Division with headquarters at Katpadi functioning under the control of General Construction Circle, Madras and one Transmission Line Construction Division with Headquarters at Salem and one S.S.E. Division with headquarters at Salem functioning under the control of General Construction Circle (Central)/Trichy be transferred to the new General Construction Circle at Salem with all supporting staff (Provincial and Regular work Establishment).

4. Consequent on the transfer of one Division from General Construction Circle, Madras and two divisions from General Construction Circle (Central)/Trichy to the newly formed General Construction Circle, Salem, it is hereby ordered that the following posts which have become surplus in the respective Central Offices be abolished as detailed below :—

	<b>General Construction Circle Madras (1) Division</b>	<b>General Construction Circle/Trichy (2) Divisions.</b>
<b>Class II Service:</b>		
Assistant Engineer/Junior Engineer (Elec.)	1	1
<b>Class III Service:</b>		
Accountant	1	2
Assistant	4	8
Junior Assistant	4	8
Typist	1	2
<b>Class IV Service:</b>		
Office Helper	1	2
<b>Total</b>	<u>12</u>	<u>23</u>

5. The incumbents of the posts sanctioned in para 2 above shall be eligible for drawal of usual Pay, Dearness allowance, House Rent Allowance and City Compensatory Allowance and other Transmission Line Construction, Substation Erection and Transformer Erection Special at the rates wherever admissible under the orders in force. The Steno Typist and Typist shall also be eligible for drawal of Shorthand and Typewriting Special pay as per rules.

6. The Superintending Engineer, General Construction Circle, Madras and General Construction Circle/Trichy shall report the date of abolition of the posts as ordered in para 4 above.

7. The Superintending Engineer, General Construction Circle, Salem shall report the date of utilisation of the posts sanctioned in para 2 above.

8. The Superintending Engineer, General Construction Circle/Salem shall report the head of account to which the expenditure is debitable to.

9. It is also hereby ordered that the Regular Work Establishment posts sanctioned in para 2 above shall be filled up after consultation with Administrative Branch.

(By Order of the Chairman)

D. Krishnamoorthi.  
Chief Engineer/Personnel.



மேற்குறிப்பாணை எண். 152889/ஜி. 3/உ. 4/288/87—8, (நிருவாகக் கிளை) நாள் 17—8—1987.

பார்வை : அரசு கடித எண். 25090/விள/87—2 நாள் 30—7—87.

இதன் நகல் எல்லா மண்டல தலைமைப் பொறியாளர்களுக்கும், எல்லா தலைமைப் பொறியாளர்களுக்கும், எல்லா மேற்பார்வைப் பொறியாளர்களுக்கும், எல்லா தலைமைப் பிரிவு அலுவலகங்களுக்கும் தகுந்த நடவடிக்கைக்காக அனுப்பப்படுகிறது.

D. கிருஷ்ணமூர்த்தி,  
தலைமைப் பொறியாளர் (பணியாளர் தொகுதி).

இணைப்பு :

திரு. ஏ. பி. முத்துசாமி, இ.அ.ப., ஆணையர் மற்றும் செயலர், செய்தி மற்றும் சுற்றுலா துறையிடமிருந்து எல்லா அரசுத் துறைத் தலைவர்கள் மற்றும் அரசு நிறுவனங்களின் நிர்வாக இயக்குநர்களுக்கு அனுப்பப்பட்ட 30—7—87 நாளிட்ட கடித எண். 25090/விள/87—2ன் நகல்.

பொருள் : விளம்பரம்—இந்து பத்திரிகையில் அரசு விளம்பரங்கள் வெளியிடுதல் சம்பந்தமாக—அறிவுரைகள்—வெளியிடப்படுகின்றன.

இந்து நாளிதழின் விளம்பரக் கட்டணத்தினைக் கருத்திற் கொண்டு, சாதாரண அரசு விளம்பரங்கள் அந்நாளிதழில் வெளியிடப்பட வேண்டுமானால் விளம்பரத்தின் அளவு “இந்தியன் எக்ஸ்பிரஸ்” நாளிதழில் அதே விளம்பரத்தை வெளியிடுவதற்கு ஆகும் செலவிற்கு தக்கதாக அளவு சுருக்கப்பட்டதாக இருக்கவேண்டும். எனவே, எல்லா அரசுத் துறைகளும் அரசு நிறுவனங்களும் “இந்து” நாளிதழில் விளம்பரம் வெளியிட வேண்டுமென கருதினால் மேலே குறித்தவாறு கருத்துருக்களை செய்தி மக்கள் தொடர்புத் துறை இயக்குநருக்கு அனுப்புமாறு கேட்டுக் கொள்ளப்படுகிறார்கள்.

ஏ. பி. முத்துசாமி,  
ஆணையர் மற்றும் செயலர்.

(உண்மை நகல்)

Memorandum (Permanent) No. 52625—E2/85—18, (Secretariat Branch), dated the 17th August, 1987.

Sub : LOANS AND ADVANCES—Marriage Advance—Certain clarifications raised—Instructions—Issued.

Ref : From the S.E./Tiruvannamalai Elec. System,  
Lr. No. Adm. 2/A6/F. MA./010369/85, dt. 26—8—85.

According to Rule 3 (f) of Tamil Nadu Electricity Board Marriage Advance Rule, marriage advance is admissible to Board employees for the celebration of the marriage of their son/daughter who has completed 21/18 years of age respectively. The following points have been raised for clarification :-

- (i) Whether marriage advance may be sanctioned for the celebration of marriage of the children of the Board employee based on the medical certificate or the horoscope produced in support of the age in case where the employee has not produced the details of his children etc., at the first appointment and where no other certificate could be produced in support of the age since the children have no educational qualification ; and
- (ii) Whether marriage advance may be sanctioned to the employees for the marriage of their children working in private shops, having cycle mart or having private business.

2. It is clarified that it is for the sanctioning authority to satisfy himself in regard to age qualification for the purpose of sanctioning marriage advance depending upon the evidences produced in each individual case. In the cases referred to in item (i) mentioned in para 1 above, where there is no evidence to prove the age of the children, the sanctioning authority may satisfy himself about the genuineness of Medical Certificate/horoscope and accept it, as a proof of age of the employee's children. As regards to item (ii) mentioned in para 1 above, there is no bar to sanction marriage advance in respect of the employees' children working in private shops, and having private business or petty business etc.

P. Easwaramurthi,  
Secretary

• • •

Letter No. 46019/N1/87—1, (Secretariat Branch) dated the 18th August 1987.

Sub : Pension—Qualifying service—Preliminary verification—Further clarification issued by Government—Communicated.

Read : Sectt. Branch Lr. No. 10726/N1/87—1, dated 22—4—87.

Ref : From Govt. Personnel and Administrative Reforms (PGC. I) Dept.,  
Lr. No. 29564/PGC-I./87-3, dated 21—7—87.

The Governments' instructions issued in the matter of Preliminary verification of qualifying service was communicated in this office letter read above. In continuation to the same, I am to communicate a copy of the modified further clarification issued by Government and request you to follow the clarification without deviation.

Encl :

P. Easwaramurthi,  
Secretary.

**Encl :**

Copy of Letter No. 29564/PGC. I/87-3, Personnel and Administrative Reforms (PGC. I) Department dated the 21st July 1987, recd. from Thiru M. Dakshinamoorthy, B. Com., Deputy Secretary to Government, Madras-9, to all Commissioner and Secretary to Government, and all Heads of Departments.

**Sub :** Pension—Qualifying service—Preliminary verification—Further clarification—Issued.

- Ref :**
1. Government Lr. No. 97873/PGC/86-4, P&A. R. (PGC) Department dated 30—1—87.
  2. From the Director of Approved Schools and Vigilance services, Madras, Lr. No. 4157/87-A2, dated 13—3—87.
  3. From National Cadet Corps, Directorate, Tamil Nadu Pondicherry and Andaman, Lr. No. 1333/4/SC/0555, dated. 6—4—87.

In modification of the instruction issued in Government letter first cited, I am directed to state that the preliminary verification of service period shall be done on completion of 28 years of service or 53 years of age of the serving personnel whichever is earlier under their control, so as to avoid delay in sanctioning pension by them. I am to request you to bring this rule to the notice of subordinates and issue suitable instructions to them to follow the rules strictly in future.

2. The receipt of this letter may be acknowledged.

M. Dakshinamoorthy  
Deputy Secretary to Government.

(True Copy)

● ● ●

U. O. Note No. 35498—H1/87—3 (Secretariat Branch), Dated 18—8—1987.

**Sub :** Tamil Nadu Electricity Board—Establishment—Appointment of part-time members of the Board—Intimation.

**Ref :** G. O. Ms. No. 1418, PWD, Dt. 16—7—87,

A copy of G. O. cited may be communicated to the officers of the Board for information.

S. Josephine,  
Deputy Secretary.

**Encl. : 1**

Copy of G. O. Ms. No. 1418, PWD, dt. 16—7—87.

**ELECTRICITY—Tamil Nadu Electricity Board—Reappointment of three Part Time Members of Tamil Nadu Electricity Board—Notified.**

G. O. Ms. No. 1923, Public Works, dated 30—7—86,

Read again :-

From the Secretary, Tamil Nadu Electricity Board  
Letter No. 35498/H1/87—1, dt. 23—6—87.

Read also :-

**Order :**

The appended notification will be published in the next issue of Tamil Nadu Government Gazette.

(By Order of the Governor)

P. S. Pandyan,  
Commissioner and Secretary to Govt.

(True Copy)

**Copy of Notification**

In exercise of the powers conferred by Sub Section (2) read with sub sections (4) (a) and 4 (b) of Section 5 and Section 8 of the Electricity (Supply) Act, 1948 (Central Act 54 of 1948), as subsequently amended and Rule 1A of the Tamil Nadu Electricity Board (Terms of office, reappointment, remuneration allowances and other conditions of service of Chairman and Members) Rules 1958, the Governor of Tamil Nadu hereby appoints the following officers as Part Time members of Tamil Nadu Electricity Board for the period of **one year from 31-7-87 A.M.**

1. Commissioner and Secretary to Government, Public Works Department.
2. Commissioner & Secretary to Government, Finance Department.
3. Commissioner & Secretary to Government, Industries Department.

P. S. Randyan,  
Commissioner and Secretary to Govt.

—True Copy—

● ● ●

Circular Memo. No. 019518/E8 (1)/87—1/Adm. Br./Dt. 20—8—87.

Sub: Establishment—Transfers—Persons who come to adverse notice—Register of Transfer—Regarding.

Ref: Circular Memo. No. CH/TA/187/83—1/dt, 16—7—83.

A case has come to the notice where an Assistant Engineer/Electrical who was transferred out of Madras based on Vigilance Cell report during 6/83, has been transferred back to Madras in 2/87 on the pretext that he is having experience in the field as well as office, without approval from Head Quarters. This is not correct.

In this connection, the attention of Regional Chief Engineers and Chief Engineers is invited to the reference cited which is published at page 136 of TNEB Gazette Vol. 2 Book No. 2. In order to ensure that such cases do not escape notice, a register shall be maintained by the Regional Chief Engineers and Chief Engineers for each category separately. As and when a person is transferred for the reason that it has been found undesirable to continue him in the present station or post, the circumstances of the transfer should be recorded in the Register. Persons transferred on adverse and Vigilance remarks should not be transferred within 3 years and if it is proposed to transfer him from that station, it should be done after obtaining orders from the Head Quarters.

The Register should be maintained in the personal custody of Regional Chief Engineer and Chief Engineers

(By Order of the Chairman)

D. Krishnamoorthi  
Chief Engineer (Personnel)

Circular Memo. No. 23309/VC—16/86—15 (Secretariat Branch) dated the 20th August 1987

Sub : Disciplinary Proceedings cases—Furnishing copies of statement and original complaint petition to the delinquents—Regarding.

References are being received seeking clarifications whether in disciplinary Proceedings statements recorded by the Vigilance Officers can be given to the delinquent. Sometimes, references are received calling for the copies of the original complaint petition based on which the vigilance enquiry was made stating that the delinquent wants to peruse the same.

2. The following instructions are issued :—

- (a) The statements recorded by the vigilance officers can be given to the delinquent when the charges are framed based on such statements. But the enquiry report of the Vigilance Cell should **not** be given to the delinquent. The investigation report is to be given to the Disciplinary authority as well as the Enquiry Officer. When the references are sent by the Chief Engineers and Superintending Engineers to the lower level officers for framing charges the copy of the investigation report and the copies of statements may be sent along with the reference so that action can be taken quickly without further reference to the Superintending Engineers or to the Chief Engineers or to the Vigilance Cell.
- (b) Though the investigation made by the vigilance cell may be with reference to a complaint received the lapses are established **only** based on the statements recorded during the enquiry by the Vigilance Officers. Hence it is **not** necessary to send a copy of the complaint petition to the Chief Engineers and Superintending Engineers or the Disciplinary authority. They should inform the delinquent that as the charges are framed based on the investigated report and not on the complaint itself and hence it is not necessary to furnish him with a copy of the original complaint.

B. Vijayaraghavan,  
Chairman.

• • •

Memo. No. 034654—R1—1/87—12 (Administrative Branch) Dated 22—8—1987

Sub : Recruitment—Direct recruitment to the post of Assistant Engineer/Electrical—Publication of selection result to the Notice Board—Reg.

One hundred and seventy five candidates have been selected for appointment to the post of Assistant Engineer/Electrical by direct recruitment from among those sponsored by the Employment Exchange. A copy of 'Notice' furnishing the selection results is enclosed.

2. The Superintending Engineers are requested to put up this Notice on the Notice Board of their respective officers for information of candidates.

3. They are requested to acknowledge receipt of this memo. and its enclosure and ensure that the Notice is displayed on the Notice Boards without fail.

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Encl : Copy of 'NOTICE'.

Encl :

**NOTICE****Selection of Assistant Engineer (Electrical) by Direct Recruitment.**

From out of a list of 622 candidates furnished by the Employment Exchange, 175 candidates have been selected for appointment by direct recruitment to the post of Assistant Engineer/Electrical.

The selection is in the ratio of 50:50 between 'Priority and Non-Priority' group and subject to rule of reservation (Priority as prescribed in G.O.Ms. No. 951, S.W., dated 16-12-75 as amended from time to time). The Selection have been made entirely on the basis of percentage of marks secured by the candidates in M.E./B.E. with I Class preference being given to M.E. The marks secured in the Semester from which the Engineering subjects commence have been taken into account for this purpose.

The selections disclose the following position :

**I. ELECTRICAL ENGINEERING**

(A) All candidates who have completed Apprenticeship Training in the Board have been selected.

**(B) PRIORITY :**

- i. **Group II (i)** Only one candidate sponsored as dependant of Ex-servicemen has been selected.
- ii. **Group II (ii)** Only one candidate sponsored as Repatriate has been selected.
- iii. **Group III (ii)** Out of 7 candidates sponsored as Physically Handicapped, 6 candidates have been selected, One candidate in Electronics and Communication Engineering who was declared as one eyed in the previous selection itself is not selected.

**(C) NON-PRIORITY :**

- i. All candidates belonging to Scheduled Caste/Scheduled Tribe who satisfied the conditions have been selected.
- ii. All Post Graduates have been selected.
- iii. All candidates who have passed B. E. (Hons). have been selected.
- iv. Candidates with B.E. (Electrical) I Class coming under Open Competition who have secured 65.05% and above have been selected.
- v. Candidates with B.E. (Electrical) I Claes coming under Backward Class who have secured 64.83% and above have been selected.

**II. ELECTRONIC & COMMUNICATION BRANCH**

- i. All the 9 candidates have been selected.

**III. INSTRUMENTATION**

- i. Against 3 candidates required, one each belong to SC/BC/OC, with the following percentage of marks have been selected.

SC	...	61.29%
BC	...	64.13%
OC	...	72.90%

B. Vijayaraghaven,  
Chairman.



U. O. No. 111373 (4061) T. D./Gazette/87-1 (Administrative Branch) dt. 24-8-87.

Sub : T. N. E. B. — Safety Committee for various Power Stations constituted—Published in the Gazette.

The details of Safety Committees constituted for various Power Stations in the Board & its functions as detailed in the Annexure may be published in the T.N.E.B. Gazette.

P. Easwaramurthi,  
Secretary

Encl.

Encl :

## ANNEXURE

Sl. No.	Name of the Power Station	No. and date of order	COMMITTEE MEMBERS	
			Representating the Management	Represented by employees nominated by Workers' Federation
(1)	(2)	(3)	(4)	(5)
1.	Mettur Thermal Power Station	B. P. Ms. (Ch) No. 288, SB, dt. 4-8-87	i. Divl. Engineer, (Chairman)/MTPS ii. Asst. Divl. Engineer, (Operation)/MTPS iii. Asst. Divl. Engineer, Mechl. Maintenance/MTPS	i. Thiru Sylvester, Mechanic, MTPS. ii. Thiru N. Gnanaraj, Crane Driver, MTPS. iii. Thiru S. Ganapathy Subramanian, J. E./C/MTPS.
2.	Basin Bridge Power House	B.P. Ms. (Ch) No. 289, SB., dt. 4-8-87	i. Divl. Engineer, (Chairman) B.B.P.H. ii. Asst. Divl. Engineer, Operation/B.B.P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ B.B.P.H.	i. Thiru P. R. Ramani, Jr. Engineer/BBPH ii. Thiru S. Masilamani, Asst Operator/BBPH. iii. Thiru Kanniah, Heavy Vehicle Driver/BBPH.
3.	Tuticorin Thermal Power Station	B.P. Ms. (Ch) No. 290, SB., dt. 4-8-87	i. Divl. Engineer/ (Chairman) TTPS ii. Asst. Divl. Engineer/ Operation/TTPS iii. Asst. Divl. Engr., (Mechl. Maintenance) TTPS	i. Thiru M. Natarajan, Jr. Engineer/TTPS. ii. Thiru K. Mahadevan, Jr. Engineer/TTPS. iii. Thiru K. Balakrishnan, Commercial Assistant/TTPS.
4.	Ennore Thermal Power Station	B.P. Ms. (Ch) No. 291, SB., dt. 4-8-87	i. Divl. Engineer/ (Chairman) ETPS ii. Asst. Divl. Engineer/ Operation/ETPS iii. Asst. Divl. Engineer/ Mechl. Maintenance/ ETPS	i. Thiru V. J. Venkatrayalu Assistant/ETPS. ii. Thiru M. Anandan, Comml. Assistant/ETPS. iii. Thiru C. Titus, Cleaner/ETPS.
5.	Servalar Power House	B.P. Ms. (Ch) No. 292, SB., dt. 4-8-87	i. Divl. Engineer/ (Chairman) Servalar P.H. ii. Asst. Divl. Engineer/ Operation/ Servalar P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Servalar P.H.	i. Thiru M. Diraviadoss, Foreman, Servalar Power House. ii. Thiru Rajagopal, Jr. Asst., Servalar Power House. iii. Thiru M. Thangaraj, Tool Keeper, Servalar Power House.
6.	Suruliyar Power House	B.P. Ms. (Ch) No. 293, SB., dt. 4-8-87	i. Divl. Engineer/ (Chairman) Suruliyar P.H. ii. Asst. Divl. Engineer/ Operation/ Suruliyar P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Suruliyar P.H.	i. Thiru D. M. Willington, Foreman, Suruliyar Power House. ii. Thiru M. Ulaganathan, Switch Board Attendant, Suruliyar P.H. iii. Thiru C. D. Thomas, Tool-keeper, Suruliyar P. O.

(1)	(2)	(3)	(4)	(5)
7.	Kodaiyar Power House-II	B.P.Ms. (Ch) No. 294, S.B. dt. 4-8-87	i. Divl. Engineer/ (Chairman) Kodaiyar P.H. II ii. Asst. Divl. Engineer Operation/Kodaiyar P.H. II iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Kodaiyar P.H. II	i. Thiru C. Kalyanasundaram, Asst. Hydraulic Operator/ Kodaiyar P.H. II ii. Thiru M. Mohamed Kasim, Electrician, Kodaiyar P.H. II iii. Thiru S. Ramachandran Switch Board Attendant Kodaiyar P.H. II
8.	Kodaiyar Power House-I	B.P.Ms. (Ch) No. 295, S.B. dt. 4-8-87	i. Divl. Engineer/ (Chairman) Kodaiyar P.H.I. ii. Asst. Divl. Engineer/ Operation/Kodaiyar P.H.I. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Kodaiyar P.H.I.	i. Thiru L. Thangappan, Tool-keeper, Kodaiyar P.H.I. ii. Thiru M. R. Narayanan, Foreman, Kodaiyar P.H.I. iii. Thiru A. Thalamboo- karuppan, Switch Board Attendant/Kodaiyar P.H.I.
9.	Papanasam Power House	B.P.Ms. (Ch) No. 296, S.B. dt. 4-8-87	i. Divl. Engineer/ (Chairman) Papanasam P.H. ii. Asst. Divl. Engineer/ Operation/Papanasam P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Papanasam P.H.	i. Thiru Jainulabdin, Switch Board Attendant, Papanasam P.H. ii. Thiru B. Selvaganapathy, Senior Oil Tester, Papanasam P.H. iii. Thiru K. Vanaraj, Store Keeper II Gr. Papanasam P.H.
10.	Periyar Power House	B.P.Ms. (Ch) No. 297, S.B. dt. 4-8-87	i. Divl. Engineer/ (Chairman) Periyar P.H. ii. Asst. Divl. Engineer/ Operation/Periyar P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Periyar P.H.	i. Thiru K. Rajagopal, Fitter operator, Periyar P.H. ii. Thiru K.S. Thiraviam Senior Oil Tester, Periyar P.H. iii. Thiru S. Anaikarai Asari, Tester-Cum-Mechanic Periyar P.H.
11.	Sholayar Power House-II	B.P.Ms. (Ch) No. 298 S.B. dt. 4-8-87	i. Divl. Engineer (Chairman) Sholayar P.H. II ii. Asst. Divl. Engineer/ Operation/Sholayar P.H. II iii. Asst. Divl. Engineer Mechl. Maintenance/ Sholayar P.H.	i. Thiru V. C. Achuthan, Switch Board Attendant/ Sholayar P.H. II ii. Thiru A. Mohamed Mustafa Fitter/Sholayar P.H. II iii. Thiru S. Pandian, Helper/Sholayar P.H. II
12.	Sholayar Power House-I	B.P.Ms. (Ch) No. 299, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Sholayar P.H.I. ii. Asst. Divl. Engineer/ Operation/Sholayar P.H.I. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Sholayar P.H.I.	i. Thiru. K. Muralidharan Lineman/Sholayar P.H.I. ii. Thiru P. Natarajan, Switch Board Attendant/ Sholayar P.H.I. iii. Thiru D. Sakthivel, Helper, Sholayar P.H.I.

(1)	(2)	(3)	(4)	(5)
13.	Moyar Power House	B.P.Ms. (Ch) No. 300, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Moyar P.H. ii. Asst. Divl. Engineer/ Operation/Moyar P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Moyar P.H.	i. Thiru C.P. Sasidharan, Telephone Operator/ Moyar P.H. ii. Thiru Hanuman, Fitter, Moyar P.H. iii. Thiru R. Balasubra- manian, Senior Helper Moyar P.H.
14.	Pykara Power House/Singara	B.P.Ms. (Ch) No. 301, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Pykara Power House/ Singara ii. Asst. Divl. Engineer/ Operation/Pykara P.H. Singara iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Pykara P.H./Singara	i. Thiru K.M. Vishnunam- beesan, Foreman II Gr./ Elect./Pykara P.H./ Singara ii. Thiru S. Subramanian, Switch Board Attendant Pykara P.H./Singara iii. Thiru M.P.A. Majeed, Asst. Hydraulic Operator/Pykara P.H./ Singara
15.	Kundah Power House-V/ Avalanche	B.P.Ms. (Ch) No. 302, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Kundah P.H. V/ Avalanche ii. Asst. Divl. Engineer/ Operation/Kundah P.H.V. Avalanche iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Kundah P.H. V. Avalanche	i. Thiru Hamsakutty, Maistry/Kundah Power House-V/Avalanche ii. Thiru Mookan, Mechanical III Gr./ Kundah P.H.V./ Avalanche iii. Thiru K. Mani, Helper, Kundah P.H.V./ Avalanche
16.	Kundah Power House-IV/ Pillur	B.P.Ms. (Ch) No. 303, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Kundah P.H. IV/Pillur ii. Asst. Divl. Engineer/ Operation/Kundah P.H. IV/Pillur iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Kundah P.H. IV/Pillur	i. Thiru E. Ramiah, Switch Board Attendant Kundah P.H. IV/Pillur ii. Thiru K. Muthukutty, Electrician/Kundah P.H. IV/Pillur iii. Thiru Alagesan, Asst. Operator/Kundah P.H. IV/Pillur
17.	Kundah Power House-III/ Parali	B.P.Ms. (Ch) No. 304, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Kundah P.H. III/Parali ii. Asst. Divl. Engineer/ Operation/Kundah P.H. III/Parali iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Kundah P.H. III/Parali	i. Thiru S. James, Switch Board Attendant Kundah P.H. III/Parali ii. Thiru V. Chamy, Electrician/Kundah P.H. III/Parali iii. Thiru M.R. Babujee, Tool Keeper/Kundah P.H. III/Parali
18.	Kundah Power House-II/ Geddei	B.P. Ms. (Ch.) No. 305, SB dt. 4-8-87	i. Divl. Engineer/ (Chairman) Kundah P.H. II/Geddei ii. Asst. Divl. Engineer/ Operation/Kundah P.H. II/Geddei iii. Asst. Divl. Engineer/ Mechl. Maintenance Kundah P.H. II/Geddei	i. Thiru C. Stephen, Foreman II Gr. (Mechl.) Kundah P.H. II/Geddei ii. Thiru M.V. Rajan, Mechanic/Kundah P.H. II/Geddei iii. Thiru K. Rajamani, Switch Board Attendant Kundah P.H. II/Geddei

(1)	(2)	(3)	(4)	(5)
19. Kundah Power House-I	B.P. Ms. (Ch.) No. 306, SB dt. 4-8-87	i. Divl. Engineer/ (Chairman) Kundah Power House-I ii. Asst. Divl. Engineer/ Operation/Kundah P.H.I. iii. Asst. Divl. Engineer/ Mechl. Maintenance Kundah P.H.I.	i. Thiru A. Balakrishnan, Foreman I Gr./Elec. Kundah P.H.I. ii. Thiru E. Saidhalikutty, Foreman I Gr. Mechl./ Kundah P.H.I. iii. Thiru R. Vijayan, Valve House Attendant/ Kundah P.H.I.	
20. Sarkarpathy Power House	B.P. Ms. (Ch.) No. 307, SB dt. 4-8-87	i. Divl. Engineer/ (Chairman) Sarkarpathy P.H. ii. Asst. Divl. Engineer/ Operation/Sarkarpathy P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Sarkarpathy P.H.	i. Thiru P. Seetharaman, Switch Board Attendant/Sarkarpathy P.H. ii. Thiru T. Thangavelu, Sr. Switch Board Attendant/Sarkarpathy P.H. iii. Thiru V.M. Thomas, Driver II Gr./Sarkarpathy P.H.	
21. Aliyar Power House	B.P. Ms. (Ch.) No. 308, SB dt. 4-8-87	i. Divl. Engineer/ (Chairman) Aliyar P.H. ii. Asst. Divl. Engineer/ Operation/Aliyar P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Aliyar P.H.	i. Thiru R. Sabarajan, Senior S.B.A. Aliyar P.H. ii. Thiru K. Achuthan, Spl. Gr. S.B.A. Aliyar P.H. iii. Thiru R. Soundara- pandian, Spl. Gr. Fitter, Aliyar P.H.	
22. Mettur Tunnel Power House	B.P. Ms. (Ch.) No. 309, SB dt. 4-8-87	i. Divl. Engineer/(Chairman) Mettur Tunnel Power House ii. Asst. Divl. Engineer/ Operation/Mettur Tunnel P.H. iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Mettur Tunnel Power House	i. Thiru M.P. Mani, Welder I Gr. Mettur Tunnel Power House ii. Thiru S. Jagannathan, Special Gr. Switch Board Attendant/ Mettur Tunnel Power House iii. Thiru P. Kaliappan, Mechanic II Gr./ Mettur Tunnel Power House	
23. Mettur Dam Power House	B.P. Ms. (Ch.) No. 310, SB dt. 4-8-87	i. Divl. Engineer/ (Chairman) Mettur Dam Power House ii. Asst. Divl. Engineer/ Operation/Mettur Dam Power House iii. Asst. Divl. Engineer/ Mechl. Maintenance/ Mettur Dam Power House	i. Thiru V. Narayanan, Switch Board Attendant, Mettur Dam Power House ii. Thiru C. Chinnannan, Special Gr. Switch Board Attendant/Mettur Dam P.H. iii. Thiru Y. Anbil, Foreman I Gr. Mettur Dam Power House	

**Functions of the Committee : [as appended in the B.P.]**

The Committee shall sit periodically say once in a month to review the floods, accidents, non-supply of safety materials, preventive measures to be taken, improvement measures that are required etc. in respect of their jurisdiction.

The Committee shall also analyse how the accidents occurred and will also suggest the ways and means to avoid such accidents on a future date.

The Committee shall also recommend to the Superintending Engineers [of respective Power Station/P.Hs.] on upto date provision of safety appliances and their prompt and correct usage by the concerned.

The Committee shall not only impart training to the staff as well as officials regarding safety aspects, devices, first aid, fire fighting etc, in Power Houses but also periodically check the adequacy of such training imparted.

●●●

**Amendment No. 10/87**

**Regulations—Tamil Nadu Electricity Board Service Regulations—Class III Service — Appointment of Assessors as Typist or Steno-Typists—Method of appointment to the posts of Typists/ Steno-Typists—Annexure I referred to in Regulation 92—Amendment—Issued.**

B. P. Ms. (FB.) No. 73

(Secretariat Branch)

Dated the 24th August 1987.

Aavani 8, Prabhava,  
Thiruvalluvar Aandu 2018.

Read:

B. P. Ms. (FB) No. 24 (Adm. Br.) dt. 19-2-87.

**Proceedings:**

In exercise of the powers conferred by Section 79 (c) of the Electricity (Supply) Act 1948, (Central Act 54 of 1948), the Tamil Nadu Electricity Board hereby makes the following amendment to the Tamil Nadu Electricity Board Service Regulations.

**AMENDMENT**

In the said Regulations, in Annexure I referred to in Regulation 92, in Class III, in Division VII, under Category 6—Store Keepers II Grade, in Note-1, the following sub-paragraph shall be added, namely,—

" Assessors who possess the qualifications prescribed for the post of Typist or Steno-Typist shall be eligible for appointment as Typist/Steno-Typist subject to the conditions that they should relinquish their rights in the category of Assessors and agree to take the last rank in the cadre of Typist/Steno-Typist in the offices of Systems/Circles or Board office Branches concerned or Offices of the Regional Chief Engineers and that they should undergo probation afresh in the category of Typist/Steno-typist".

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

●●●

**Memorandum No. 66762-E2/86-9, (Secretariat Branch) dated the 24th August, 1987.**

**Sub :** Loans and Advances—House Building Advance—Deviations in construction of house—Constructed with House Building Advance—Producing of revised plan—Clarification raised — Further instructions—Issued.

**Ref :** Beard's Memo. No. 44945-E2/86-1, dated 10-9-'86.

In Board's memo. cited, instructions have been issued that, if for valid reasons, the plan and specification have been departed in construction made through the House Building Advance sanctioned by the Board the deviations in construction should be reported to the Sanctioning Authorities at the appropriate stage of constructions duly supported by a revised plan in duplicate, approved by the

2. Certain Sanctioning Authorities have sought for clarification on the nature of the deviations which are required to be supported by a revised plan duly approved by the concerned Local Authority. The matter has been examined in consultation with the Government and the following further instructions are issued in this regard.

Revised plan duly approved by the concerned Local Authority be insisted in all cases of the following deviations :—

- (i) Change in size/shape of set back spaces.
- (ii) Increase in over all size of the building block.
- (iii) Additional floors contributing to increase in floor space index.
- (iv) Converting the cut outs within the building uses.
- (v) Increasing coverage/floor space index.
- (iv) Conversion of covered car parking or other basement or floor spaces for shops/flats.

3. In all other cases of deviation no revised plan need be insisted.

P. Easwaramurthi  
Secretary.

Letter No. 46477—P1/87—1 (Board Office Sectt. Branch) Dated the 25th August 1987.

Sub: Examinations—Tamil Nadu Public Service Commission Special and Departmental Tests—Appointment of examiners—Instructions—Issued.

I am to enclose a copy of Government Letter No. 60278/87—1. P & AR (Per. M) Dept. dt. 28—7—87. The instructions issued therein shall be followed in the case of the Officers of the Board also. The instructions may be brought to the notice of all officers of the Board.

Encl :

P. Easwaramurthi,  
Secretary.

Copy of Letter No. 60278/Per. M/87—1 dated 28—7—87, Personnel and Administrative Reforms (Per.M) Department, Fort St. George, Madras-600 009 from Tmt. J. Anjani Dayanand, I.A.S., Special Commissioner and Secretary to Government addressed to All Secretaries to Government, Madras-9, All Heads of Departments (Including District Collectors, Judges, Magistrates), The Registrar, High Court, Madras-104.

Sub: Examinations—Tamil Nadu Public Service Commission—Special and Departmental Tests—Appointment of examiners—Instructions—Issued,

Ref: From the Tamil Nadu Public Service Commission, Letter No. 1038/AA1/87—1, dt. 22—5—87.

The Tamil Nadu Public Service Commission is conducting the Special and Departmental Tests twice in a year i.e. in May and November. Nearly 175 tests are conducted for each examination. The Commission obtains a panel of Officers who can set question papers and value answer books from the heads of departments and appoint the Examiners from the panel. The Examiners so appointed are paid remuneration for both setting question papers and valuing answer books. The Commission has brought to notice of the Government that the examiners appointed by the Commission, who are senior level Officers, decline the offer of examinership for one reason or other (e.g.) they being busy with other office work, not well etc. Some Examiners do not even give reason for declining the offer and simply return the records sent by the Commission, saying that they are unable to undertake the work. It appears that the Officers are under the impression that by accepting the offer they are just obliging the Commission. In this connection it is pointed out that in G.O. No. P. 1776, Public (Ser.) Department, dated 6—9—40, the Government had already issued instructions that the work connected with the examinations in departmental tests formed part of their official duties and they were bound to accept such examinerships whenever called upon to do so by the Tamil Nadu Public Service Commission. It was also ordered that the heads of Departments need not be consulted before selecting the examiners.

2. The Government reiterate those instructions and direct that the work connected with examination conducted by the Tamil Nadu Public Service Commission forms part of the official duties of the Officers and that they are therefore bound to accept such work whenever called upon to do so by the Service Commission and complete it within the time allowed.

I am to request you to bring these instructions to the notice of all Officers under your control.

Special Commissioner &  
Secretary to Govt.

(True Copy)

● ● ●

Endorsement No. 46123—H1/87—2 (Secretariat Branch) Dated : 25—8—1987.

Ref : G.O. Ms. No. 1638 P.W.D. dt. 14—8—87.

Copy communicated.

P. Easwaramurthi,  
Secretary.

Encl. :

Copy of G.O. (Ms.) No. 1638 (Public Works Department) Dated 14—8—1987.

ELECTRICITY—Tamil Nadu Electricity Board—Thiru K. Krishnaswamy Rao, Chief Engineer—Appointment as a Member of Tamil Nadu Electricity Board—Notified—Orders issued.

Read again :

1. From the Chairman, Tamil Nadu Electricity Board D.O. No. 40830/H1/86—3, dt. 1—4—87.
2. G.O. (Ms) No. 917, Public Works, dated 6—5—87.

Read also :

3. From the Chairman, Tamil Nadu Electricity Board D.O. No. 46123—H1/87—1, dt. 3—8—87.

Order :

In Government Order (Ms) No. 917, Public Works, dated 6—5—87, orders were issued appointing Tiruvalargal D. Samuel Nelson, Chief Engineer, Materials Management, Tamil Nadu Electricity Board and E.S. Krishnan, Chief Engineer, Mettur Thermal Power Project as Members of Tamil Nadu Electricity Board in the places of Thiruvalargal M. P. Anthiah and T. Ramankutty respectively with effect from 6—5—87 till they attain the age of superannuation.

2. As Thiru E.S. Krishnan is due to retire from service on 31—8—87, the Government direct that Thiru K. Krishnaswamy Rao, Chief Engineer, Tamil Nadu Electricity Board, be appointed as a Member of Tamil Nadu Electricity Board in the place of Thiru E.S. Krishnan, with effect from the date of assuming charge.

3. The appended Notification will be published in the next issue of the Tamil Nadu Government Gazette.

(By Order of the Governor)

P. S. Pandyan,  
Commissioner & Secretary to  
Government.

(True Copy)

**Copy of Notification.**

In exercise of the power conferred by sub-section 2 read with sub-section 4(a) and 4(b) of Section 5 and Section 8 of the Electricity (Supply) Act, 1948 (Central Act 54 of 1948) as subsequently amended and Rule 1 (a) of the Tamil Nadu Electricity Board (Terms of office, reappointment, Remuneration Allowances and other conditions of services of Chairman, and Members) Rules, 1958, the Governor of Tamil Nadu hereby appoints Thiru K. Krishnaswamy Rao, Chief Engineer of Tamil Nadu Electricity Board as Member of T.N.E.B. with effect from the date of assumption of charge till he attains the age of superannuation.

(True Copy)

● ● ●

Memorandum (Permanent) No. 41486—E2/87—1, (Secretariat Branch). dated the 25th August 1987.

Sub: LOANS AND ADVANCES—House Building Advance—Purchase of ready built houses/flats allotted by the Madras Metropolitan and Development Authority—Instructions—Issued.

Ref: B.P. Ms. (FB) No. 39 (Sectt. Branch) dt. 6—5—'87.

In the B.P. cited orders have been issued that House Building Advance shall be granted also for purchase of flats/houses allotted by the Tamil Nadu Housing Board under hire purchase scheme even though the allottee has started paying hire purchase instalments, in addition to initial cost, ( $\frac{1}{2}$ th cost). The procedure for sanction of House Building Advance in such cases have also been stipulated in the above order.

2. The Tamil Nadu Electricity Board hereby directs that the orders issued in the B.P. cited be made applicable in respect of ready built houses/flats allotted by the Madras Metropolitan and Development Authority also.

P. Easwaramurthi,  
Secretary.

● ● ●

ESTABLISHMENT—Class-II Service—Creation of posts of Assessment Officers in O&M Systems—Sanctioned.

B.P. Ms. (FB) No. 75

(Secretariat Branch)

Dated the 25th August 1987.  
9, Aavani, Prabhava,  
Thiruvalluvar Aandu, 2018.

**Proceedings :**

An Assessment-cum-Collection cadre was formed with effect from 4th February 1985 for the implementation of the Modified system of Card Billing of energy charges and collection brought into effect from the same date. The question of sanctioning the post of an officer for each system for Supervision of the work of assessment and collection in the System, from rendering returns in respect of assessment and collection works, for field inspection work of the Sections and for looking after all technical work in the Central Office of the system relating to this cadre, has been under consideration for some time.

2. After careful consideration, the Tamil Nadu Electricity Board sanctions the creation of 29 posts of Assessment Officers, one each for the existing 29 O&M Systems in the Board, in the scale of pay Rs. 1415—75—1715—90—2435 temporarily for a period of one year from the date of utilisation.

3. The incumbents of the posts sanctioned in para 2 above will be eligible to draw the usual Pay, Dearness Allowance, House Rent Allowance etc. at the rates admissible under the orders in force.

4. Amendments to the Tamil Nadu Electricity Board Service Regulations will be issued separately.

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

Memorandum (Permanent) No. 51011-P2/87-1 (Secretariat Branch) dated the 26th August 87.

Sub : Establishment—Engineers of Tamil Nadu Electricity Board—Grant of leave for starting industries in Tamil Nadu—Rejoining of duty—conditions.

- Ref : 1. B. P. Ms. No. 361 S.B. dt. 14-7-1982.  
 2. Memorandum (P) No. 33469-Q2/83-2 dt. 18-10-83.  
 3. Memorandum (P) No. 107946-Q2/83-2 dt. 30-1-84.

In the reference 1st cited read with the references 2nd and 3rd cited, the Board had approved a scheme for the engineers of the Board to proceed on extraordinary leave without allowances for a period not exceeding five years so as to enable them to start industries in Tamil Nadu. It has also been provided therein that within the period of five years if an engineer does not succeed in the industrial venture, he will be permitted to resume duty cancelling the unexpired portion of leave. An engineer so granted leave to start an industry will have to seek permission to rejoin duty and the application should be received atleast one month prior to the expiry of the period of leave sanctioned. Before applying for such permission, he should close down the industry. The industry should not be disposed of to a member of the family or a near relative, and the employee should not be associated in any manner with the subsequent conduct of the industry.

2. In this application seeking permission to rejoin duty the employee should give full information on the following :

- (i) date of closure of the industry
- (ii) manner of closure
- (iii) names of the persons to whom the industry was disposed of and whether they are related to him in any manner.
- (iv) Amount invested by him in the industry and the source of the funds.
- (v) Amount for which the industry was disposed of and the manner in which the proceeds have been utilised.

(By Order of the Chairman)

P. Easwaramurthi  
 Secretary

• • •

**ELECTRICITY—Change in designation of certain categories in TamilNadu Electricity Board—Orders—Issued**

B. P. Ms. (FB) No. 70

(Administrative Branch)

Dated : 27th August 1987.  
 Aavani 11, Prabhava,  
 Thiruvalluvar Aandu 2018  
 READ :

B. P. Ms. (FB) No. 26 (Admn. Branch) dt. 3-3-1987.

**Proceedings :**

In the B.P. cited, it was stated that the existing designation in respect of Draughtsman categories shall continue.

The question of redesignating Draughtsman categories in the Board has been re-examined on further representation of some Unions. After careful reconsideration, the Tamil Nadu Electricity Board directs that the existing designation in respect of the following categories of Draughtsmen shall be changed as follows :

Draughtsman I Grade as Head Draughtsman

Draughtsman II Grade as Senior Draughtsman

Draughtsman III Grade as Draughtsman.

2. Consequent on the above redesignation, there shall not be any change in duties and responsibilities. The redesignation shall not involve any demand for revision of pay scales or allowances to the category.

3. Necessary amendment to the Tamil Nadu Electricity Board Service Regulation will be issued separately.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

● ● ●

**ELECTRICITY—Change in designation of certain categories in Tamil Nadu Electricity Board—Orders Issued.**

B. P. Ms. (FB) No. 71

(Administrative Branch)

Dated the 27th August 1987.  
Aavani 11, Prabhava,  
Thiruvalluvar Aandu 2018  
READ :

B. P. Ms. No. 337 (Administrative Branch) dt. 22—5—81.

**Proceedings :**

The question of redesignating certain categories of stores staff in the Board has been examined on representation of some Unions. After careful consideration, the Tamil Nadu Electricity Board directs that the existing designation in respect of the following categories of Stores staff shall be changed as below :-

Store Keeper-II Grade as Stores Custodian II Grade

Store Keeper-I Grade as Stores Custodian I Grade

2. Consequent on the above redesignation, there shall not be any change in duties and responsibilities. The redesignation shall not involve any demand for revision of pay scales or allowances to the category.

3. Necessary amendment to the Tamil Nadu Electricity Board Service Regulation will be issued separately.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Endt. No. 103747(520)/I. R. 4(3)/87-1, (Administrative Branch) dated 27—8—1987.

Ref : Govt. Lr. No. 18945/B. 2/86-4, Handlooms, Textiles and Khadi, dated 11—6—87

Copy communicated to all field officers of the Tamil Nadu Electricity Board and they are requested to adhere to the instructions of the Government strictly in the matter.

They are also requested to acknowledge the receipt of this communication immediately.

D. Krishnamoorthi,  
Chief Engineer/Personnel.

**Encl : 1**

Copy of letter No. 18945/B2/86-4, dt. 11—6—87 from Thiru M. Ahmed, I.A.S., Commissioner and Secretary to Govt., Handlooms, Textiles and Khadi Dept. addressed to all Heads of Depts.

Sub : Handloom and Khadi Cloth—Credit Sales to the employees—  
Purchase of cloth from other organisations for sale of goods through  
Government Offices—Prohibited—Instructions Issued—Reiterated.

- Ref : (1) Govt. Lr. No. 40235/R. 1/85-2, Handlooms, Textiles and Khadi,  
dated 28—10—1985.
- (2) Govt. Lr. No. 30525/D. 2/85-2, Handlooms, Textiles and Khadi,  
dated 21—7—1986.
- (3) From the Managing Director, Co-optex D. O. dated 7—10—1986  
and Lr. No. R/R1/CS/86/7454, dt. 27—1—87.

I am directed to refer to the Government letter first cited (copy enclosed) wherein the Government have instructed all the heads of Departments, including District Collectors, District Judges, Public Sector Undertakings etc. that the credit facility will be available to their employees only in respect of Handloom Cloth and Khadi Cloth sold through Tamil Nadu Handloom Weavers Co-operative Society Limited (Co-optex) and Khadi Board Emporia and that the Pay Disbursing Officers are **not to entertain or encourage salary deduction for any other credit sales sponsored by other agencies.**

2. An instance has been brought to the notice of the Government that a certain Public Sector Undertaking had not followed these instructions and allowed credit facilities to their employees for purchase from an agency, other than Co-optex and Khadi Board Emporia which is in violation of the orders already issued in the reference first cited.

3. I am therefore, directed to reiterate the instructions. Any deviations or non-observance of these instructions will be viewed seriously. The Director of Handlooms and Textiles/Managing Director, Tamil Nadu Handloom Weavers Co-operative Society (Co-Optex) is requested to bring to the notice of the Government, instances of violation of the above orders for appropriate action.

4. The receipt of this letter may be acknowledged.

Commissioner & Secretary to Govt.

(True copy)

**Encl: 2**

Copy of Letter No. 40235/E1/85-2, Dt. 28—10—1985. from Thiru M. Ahmed. I.A.S., Commissioner and Secretary to Government, Handlooms, Textiles and Khadi Department addressed to all Heads of Departments including District Collectors.

**Sub:** HANDLOOM CLOTH and Khadi cloth—Credit sales to Government employees—Purchase from Co-Operative stores and other organisations for sale of goods through Government Offices—Prohibited—Further Instructions Issued.

- Ref:**
1. G. O. Ms. No. 1700, ILH dt. 29—4—68.
  2. Government Memo. No. 74264/R1/78-1 Industries dt. 17—10—78.
  3. Government letter No. 89281/R.1/81-2 Industries dt. 19—2—82.
  4. From Chairman and Managing Director of National Textile Corporation, Coimbatore ltr. No. Mktg/C/RMD/GM/8510 dt. 9—10—85.

Government in their G. O. No. 1700 dt. 29—4—68 have permitted their employees working under the State Government and in Panchayat Unions, Municipalities, Local Bodies and Public Sector Undertakings to purchase handloom cloth on credit from the Tamilnadu Handloom Weavers' Co-Operative Society Ltd. (Co-Optex). Further Government in their Memo. No. 74264/R1/78-1 Industries Department dt. 17—10—78, and in their letter No. 89281/R1-2 dt. 19—2—82 (Industries Department) have issued specific instructions to the effect that all Heads of Government Departments Pay disbursing Officers and the sanctioning authorities shall sanction credit facilities to their employees for the purchase of handloom cloth only from Co-optex showrooms or Khadi Emporium and this credit facility should not be allowed to their employees for the purchase of any other commodity from any other organisation. It was also indicated therein that departmental action would be taken against these responsible for the violation of the above instructions.

2. Now it has been brought to the notice of the Government that some other agencies have supplied application and sanction order forms for canvassing credit sales from Government servants and employees of Government Secondary Schools, and Elementary Schools and employees of Co-operative Spinning Mills, Public Undertakings, Transport Corporations etc. for purchase of mill goods from their show-rooms.

3. The Heads of Departments including Collectors and District Judges etc. are, therefore, requested to bring the instructions referred to in para-1 above to all the Government Departments as well as their employees, and reiterate that the facility of credit sales will be available only in respect of Handloom cloth sold through Co-optex and Khadi sold through the Khadi Board Emporium and that the Pay Disbursing Officers are not to entertain or encourage salary deduction for any other credit sale sponsored by other agencies.

4. The Director of Handlooms and Textiles is requested to bring to the notice of this Department, instances of non-compliance, if any, of the above orders for appropriate action.

Commissioner and Secretary to Government.

(True copy)

**RECRUITMENT**—Direct recruitment of 200 candidates for appointment to various initial level posts in Regular Work Establishment—Approval.

B.P. Ms. (FB) No. 72

(Administrative Branch)

Dated 27—8—1987.  
Aavani 11, Prabhava,  
Thiruvalluvar Aandu 2018.

Read : Minutes of the 529th Meeting of the T.N.E.B. held on 11—8—1987.

**Proceedings :**

The Tamil Nadu Electricity Board approves the proposal for direct recruitment of 200 candidates through Employment Exchange possessing diploma in Electrical/Electronics Engineering for appointment to various initial level posts in Regular Work Establishment, of the Board.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

• • •

**ELECTRICITY**—Change in designation of certain categories in Tamil Nadu Electricity Board—Orders—Issued.

B.P. Ms. (Ch.) No. 499

(Administrative Branch)

Dated the 27th August 1987.  
Aavani 11, Prabhava,  
Thiruvalluvar Aandu 2018.  
Read :

B.P. Ms. (FB) No. 26, dated 3—3—1987.

**Proceedings :**

In the B.P. cited, it was stated that the existing designation in respect of Accountants shall continue.

2. The question of redesignating Accountants in the Board has been re-examined on further representation of some Unions. After careful consideration, the Tamil Nadu Electricity Board directs that the designation of the Accountant may be changed as "Accounts Supervisor".

3. Consequent on the above redesignation, there shall not be any change in duties and responsibilities. The redesignation shall not involve any demand for revision of pay scales or allowances to the category.

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

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

**ELECTRICITY—Change in designation of certain categories in Tamil Nadu Electricity Board—Orders—Issued.**

B.P. Ms. (Ch) No. 500

(Administrative Branch)

Dated the 27th August 1987.  
Aavani 11, Prabhava,  
Thiruvalluvar Aandu 2018.  
Read :

1. B.P. Ms. No. 337 (Admn. Branch) dt. 22—5—1981.
2. B.P. Ms. (FB) No. 71 (Admn. Branch) dt. 27—8—87.

**Proceedings :**

The question of redesignating certain categories of Stores Staff in the Board has been examined on representation of some Unions and orders have been issued in the B.P. second cited. Further, after careful consideration, the Tamil Nadu Electricity Board directs in partial modification of the orders issued in the B.P. first cited that the designation of the Deputy Stores Officer shall be changed as "Stores Supervisor".

2. Consequent on the above redesignation, there shall not be any change in duties and responsibilities. The redesignation shall not involve any demand for revision of pay scales or allowances to the category.

3. Necessary amendment to the Tamil Nadu Electricity Board Service Regulations will be issued separately.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

● ● ●

**Memorandum (Permanent) No. 20854—E2/86—14 (Secretariat Branch) dated the 31st August 1987.**

Sub : LOANS AND ADVANCES—House Building Advance for purchase of Ready Built House/Flats from the Tamil Nadu Housing Board—Payment to Tamil Nadu Housing Board—Further instructions—Issued.

- Ref : 1. Memo. (P) No. 39354—N1/85—1, dated 9—8—85.  
2. Board's Memo. (P) No. 67396—N1/85—1, dt. 21—12—85.

In the references cited, instructions have been issued that the amount of House Building Advance sanctioned for the purchase of flats, houses allotted by the Tamil Nadu Housing Board shall be paid to the Executive Engineer/Administrative Officer concerned of Tamil Nadu Housing Board in the form of a crossed demand draft in his favour under proper stamped receipt. In continuation of these instructions, the following instructions are issued :—

Where the head-quarter of the Sanctioning Authority for sanction of House Building Advance to an employee of the Board and that of the Executive Engineer/Administrative Officer of the Tamil Nadu Housing Board to whom the amount has to be paid is the same, the amount of House Building Advance in respect of flats/house allotted by the Tamil Nadu Housing Board to the employee of the Tamil Nadu Electricity Board may be paid by a crossed cheque drawn in favour of the concerned Executive Engineer/Administrative Officer. Where however the head-quarters are at different places, the existing procedure of payment by demand draft should continue.

P. Easwaramurthi,  
Secretary.

Memo. No. 10625/S4/A1/10/87-9, (Administrative Branch) dated 31-8-1987.

Sub : Establishment—Class I to IV Services—Provincial and Regular Work Establishment categories—Annual General Continuance of posts for the year 1985-86 and 1986-87—Authorisation for the month of August 1987—Orders issued.

Pending issue of orders for continuance of posts, the pay and allowances for the incumbents of the posts whose sanctions have expired on or after 31-1-86, 28-2-86, 30-11-86, 31-12-86, 31-1-87, 28-2-87, 31-3-87, 30-4-87, 31-5-87, 30-6-87 and 31-7-87 in the systems/circles/Projects and Head quarters Offices indicated in the Annexure, excluding those which stand abolished by specific orders, shall be claimed for the month of August 1987.

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Enclosure :

#### ANNEXURE

1. Ennore Thermal Power Station.
2. Tuticorin Thermal Power Project.
3. Generation/Erode.
4. Generation/Tirunelveli.
5. Mettur Thermal Power Project.
6. Lower Mettur Hydro Electric Project.
7. North Madras Thermal Power Project.
8. Project Circle/South.
9. Kadamparai Pumped Storage Hydro Electric Project.
10. General Construction Circle/Madras.
11. General Construction Circle/Madurai.
12. Regional Chief Engineer (Distribution)/Madurai.
13. Regional Chief Engineer (Distribution)/Vellore.
14. Regional Chief Engineer (Distribution)/Trichy.
15. Regional Chief Engineer (Distribution)/Coimbatore.
16. Madras Development Circle.
17. Technical Branch I to V units and its officers except I and III.
18. Superintending Engineer/Purchase/Ennore Thermal Power Station/Ennore.
19. Superintending Engineer/Chingleput/South.
20. S.E./Chingleput/North.
21. S.E./South Arcot Elec. System/South.
22. S.E./Tiruvannamalai.
23. S.E./Vellore/East.
24. S.E./Vellore/West.
25. S.E./Trichy Elec. System/North.
26. S.E./Trichy Elec. System/South.
27. S.E./Coimbatore Elec. System/North.
28. S.E./Coimbatore Elec. System/South.
29. S.E./Dharmapuri Elec. System.
30. S.E./Madurai Electricity System.
31. S.E./Anna Electricity System.
32. Regional Chief Engineer (Distribution)/Madras.

U.O. No. 116315 (4301)/Gazette/87—1, (Adm. Br.) dt. 31—8—87

Ref : Member Gen's Lr. No. MG/TA/F3/99/87 dt. 31—8—1987.

This may be published in the TNEB Gazette.

P. Easwaramurthi,  
Secretary.

Encl.

Copy of Lr. No. M. (G) TA/F3/99—87 dt. 31—8—87 issued from Thiru K. Krishnaswamy Rao, B.Sc., (Eng.) Member Generation & C.E. Trans. & Grid Optn. to Secy. TNEB with copy to all Senior Officers of Bd., all CEs. & SEs.

Sub : Assumption of Charge as Member T.N.E.B.—Communicated.

Ref : G.O. (Ms) No. 1631/P.W.D., dated 14—8—87, communicated in TNEB/Sectt. Branch Endt. No. 46123—H1/87—2, dated 25—8—1987.

I have assumed charge as Member (Generation), Tamil Nadu Electricity Board this day (31—8—1987) afternoon as per Government Order cited under reference.

2. All D.O. Letters, Confidential Letters intended to Member (Generation) may please be sent to my above address.

3. My telephone numbers are given below :—

Office	—	811057
Residence	—	432862

K. Krishnaswamy Rao,  
(Member Generation)

(True Copy)

● ● ●

Establishment—Temporary—Class I Service—Creation of one post of Stores Controller in the Stores Cadre—Sanctioned.

B.P. Ms. (F. B.) No. 69 (Administrative Branch) Dated 21—8—1987 as amended in Memo. No. 107691/129/S4/A1/87-1, Adm. Br. dt. 2—9—1987.

Read :

Board Office Sectt. Branch Memo. No. 44499-H1/87-5, dated 12—8—1987. Minutes of the 529th Meeting of Tamil Nadu Electricity Board (Item No. 51).

#### Proceedings :

With the increasing activities of the Board, the Stores transaction have also been increased considerably over the years. The Stores staff are posted in various systems and circles for assistance in purchase of Stores, their transport, receipt and issue and maintenance of initial accounts of the stores in the Central Stores as well as in the sub stores of systems and circles.

2. It has been decided to create one post of Stores Controller in the Office of the Chief Financial Controller, Accounts Branch, to supervise the work of Stores Verification Officers and staff.

3. Accordingly the Tamil Nadu Electricity Board directs that one post of Stores Controller in the scale of Rs. 1910—110—2790—125—3415 (equivalent to Divisional Engineer and Deputy Financial Controller) in Class I Service be created in the Office of the Chief Financial Controller, Accounts Branch upto 28—2—88 from the date of utilisation. He will be incharge of the effective verification of Stores. The stores verification staff consist of one Chief Stores Officer, 5 Stores Officers and 25 Deputy Stores Officers posted in various systems/circles of the Board for Stores verification round the year as well as pointing out any deficiencies and irregularities in stores maintenance.

4. The incumbent of the post would be eligible for drawal of usual Pay, Dearness Allowance, House Rent Allowance, City Compensatory Allowance and other allowances admissible under the orders in force.

5. The expenditure shall be debitable to "Tamil Nadu Electricity Board Funds—Revenue Expenses—(f) Administrative Expenses—(iv) Headquarters offices—Pay and Allowances—Pay of Establishment".

6. The date of utilisation of the post of Stores Controller shall be reported by the Chief Financial Controller.

7. The work proposed to be given to the Stores Controller is now attended to by the Deputy Financial Controller in addition to certain other works. The shift in the work from the Deputy Financial Controller cadre to the Stores Controller will be taken into account while reviewing the posts and Deputy Financial Controller in the Accounts Branch.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer/Personnel.

# Finance

## PART—III

### Finance

Endt. No. 527/X/Rev. II/E. Tax/F II/87 (Accounts Branch) dated 25—7—1987.

Ref : சுற்றறிக்கை எண். 19184/எ2/87—நாள் 25—6—1987.

Copy of Chief Electrical Inspector to Government Circular Letter No. 19184/87 dt. 25—6—1987 informing the new Head of Account for remitting the E. Tax and duty is communicated to all Superintending Engineers, O & M for taking necessary action.

Arjunan Gnanaolivu,  
Accounts Member.

இணைப்பு :

அரசுத் தலைமை மின் ஆய்வாளர் அலுவலகம், 20, உட்ஸ் சாலை, சென்னை-2 லிருந்து வந்துள்ள சுற்றறிக்கை எண். 19184/எ2/87 நாள் : 25—6—87-ன் தகவ்.

பொருள் : மின்சாரம்-தமிழ்நாடு மின்சார நுகர்வு வரிச்சட்டம் 1962 மற்றும் தமிழ்நாடு மின்தீர்வைச் சட்டம் 1939 தொகை செலுத்துதல்—தொடர்பாக.

1987-88 நிதியாண்டு முதல் இத்துறையின் வரவினக் கணக்குத் தலைப்பில் அரசால் சிறிய மாற்றம் செய்யப்பட்டுள்ளது. எனவே இனி வருங்காலங்களில் மின்சார வரி (Electricity Tax) மற்றும் மின் தீர்வை (Electricity Duty) போன்றவற்றிற்காகச் செலுத்தப்படும் தொகையைக் கீழ்க்காணும் புதிய கணக்குத் தலைப்பில் செலுத்தக் கேட்டுக் கொள்கிறேன்.

மின் வரி (Electricity Tax)

0043-00. Taxes and Duties on Electricity—101. Taxes on consumption and sales of electricity—AB—Receipts under the Tamil Nadu Electricity (Taxation on consumption) Act 1962.—0043—00—101—AB—0007.

மின் தீர்வை (Electricity Duty)

0043-00. Taxes and Duties on Electricity—101 Taxes on consumption and sales of Electricity—AA. Receipts from the Electricity Duty (Rules) 1939.—  
0043-00-101-AA-0005.

அரசுத் தலைமை மின் ஆய்வாளர்.

(True Copy)

Tamil Nadu Electricity Board—Simplification in maintenance of Accounts—Dispensing the issue of work orders for shifting of service—ordered.

B. P. Ms. (Ch.) No. 16

(Accounts Branch)

Dated 28—7—87  
Aani 12, Prabhava,  
Thiruvalluvar Aandu 2018.

**Proceedings :**

(1) At present shifting of services at the request of the consumers where no additional materials are used from the Board's side or when the additional materials if any are provided by the consumers, is being carried out by collecting the estimated labour charges only from the consumers and work orders are being issued under Deposit contribution works head. The advances collected are kept under 096 Deposit head and this will be adjusted against the expenses incurred against the work orders on receipt of the completion report from the field officer.

(2) As a measure of simplification, it has been decided that no work orders need be issued for the above works. The estimated labour charges collected from the consumers can be directly credited to V96 Miscellaneous Revenue account instead of 096 Deposit, so that a lot of clerical labour in issuing work orders, transferring the deposit amount to work order folio, closing the work orders, maintaining the initial accounts, rendering completion report etc. will be saved.

(3) The following procedure should be adopted as a measure of simplification, where no refund or recovery is necessary based on actuals.

(i) The shifting of L.T. Services can be made by issuing an administrative order after collecting the labour charges by the Divisional Engineer (Electrical) which will serve as an authority to take up such shifting work where no materials are involved or the consumers supply the materials required. The administrative order should contain reference to the actual collection of amount from the consumers with the details of receipt number, amount, date of collection etc. The amount so collected will be directly credited to "V96 Miscellaneous Revenue Account" styled as "Collection of deposit for L.T. Deviation" instead of Deposit account as was done hitherto.

(ii) The Assistant Engineer (Electrical)/Junior Engineer (Electrical) has to maintain a Register in which all such sanction should be recorded in serial order duly noting the amount collected from the consumers together with the receipt number and date and the date of completion of work. After completion of work a report should be sent to the sanctioning authority with a copy to Central Office for linking with sanction.

(4) Similar procedure should be followed in respect of the following works where no extra materials are used from the Board side/Extra materials if any provided by the consumers.

(i) Temporary dismantling and re-erection of services at party's request.

(ii) Shifting of stays, poles etc. at party's request.

(5) These simplified procedures will take effect immediately.

(6) The amendment provision to para 530 of Tamil Nadu Electricity Board Manual Vol. I shall be made separately.

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member.

**PERMANENT EARNEST MONEY DEPOSIT SCHEME—Fixing minimum time limit for continuing in the Scheme—Amendment to Regulation 2 of Tender Regulations 1985—Amendment No. 25.**

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

(Accounts Branch)

Dated : 1—8—1987.

Read :

B.P. Ms. (FB) No. 28 (Accounts Branch) Dated : 8—11—1985.

**Proceedings :**

As per Regulation 2 of the Tender Regulations 1985, the tenderers who had made Permanent Earnest Money Deposit with the Board can participate in the tenders finalised at Head quarter Offices without paying separate Earnest Money Deposit for each tender, subject to the limits mentioned therein. However, there is no time limit for the Permanent Earnest Money Depositors to continue in the scheme or to seek refund of the deposit made by them.

2. The Tender Committee, in its 320th meeting held on 24—3—1987, recommended to the Board for fixing a minimum period of 3 years for continuing in the Permanent Earnest Money Deposit Scheme, as one of the conditions to come under the Permanent Earnest Money Deposit Scheme.

3. The Board in its 524th Meeting held on 6—5—1987 accepted the recommendations of the Tender Committee and ordered that the following be incorporated as Note (2), after the existing Note, which shall be numbered as Note (1), under Regulation 2.0 (i) of Tender Regulations 1985.

**Note (2)**

"The Permanent Earnest Money Deposit cannot be withdrawn by the Tenderers within 3 years from the date of deposit under any circumstances".

(By Order of the Board)

Arjunan Gnanaolivu,  
Accounts Member.

● ● ●

Circular Memo. No. 008473/CFC/DFC/A/Cs/MR/Drawal of Cheques/87—4, (Accounts Branch) dated 1—8—1987.

**Sub : TAMIL NADU ELECTRICITY BOARD—Custody of Cash and Cheques—Instructions—reiterated.**

As per Tamil Nadu Electricity Board Manual provisions, Board's money should be kept in strong cash chest and secured by two locks of different patterns. One key of this chest should be with the officer in charge of cash and the other in charge of the Cash Assistant. All the instructions for depositing the Duplicate Keys for safe custody and their periodical verification etc. should be scrupulously followed.

2. Instructions have been issued from time to time that cheque books also should be treated on par with cash and all such precautions should be taken. It is the established practice that the cheque book should be in the custody of the officer in charge of cash. No doubt, the cheque book is to be released to the Accountant/Assistant on a day to day basis for writing the cheques as and when required; but at the close of office hours it is the responsibility of the officer in charge of cash to verify the details of cheques actually issued with reference to vouchers and the cash book entries and to see whether the unused cheque leaves are intact.

3. It is, however seen that there are deviations in this procedure and that in some system/circles it is not being scrupulously followed. The following instructions are therefore reiterated :

(i) As soon as the cheque books are received from the Bank, the same should be entered in the prescribed Register indicating the cheque Leaf numbers and the entries should be attested by the officer in charge of cash after verification and counting of the number of

leaves. When the cheque books are taken from the cash chest by the officer in charge of cash for use it should be ensured by him that the book is intact and the actual cheques used on that date should be entered after proper verification and the closing balance of cheque leaves should be tallied by him by counting the actual number of cheque leaves remaining unused. If more than one series of cheque books are operated or if accounts are operated with more than one Bank the entry for each such series cheque book wise should be made in the cheques Register. The cheque book should be kept in the chest under double lock system. When the cheque book is released by the officer in charge of cash to the Accountant/Assistant who writes the cheque, it is the responsibility of the Accountant/Assistant to ensure that the balance unused leaves in the cheque book tally with the entries in the Register. At the close of office hours of the same day the remaining unused leaves should be verified and counted by the officer in charge of cash after checking up the actual cheques issued also, as already mentioned above.

(ii) The unused cheque books and all the cheque books in stock should be kept only in the cash chest under double lock arrangement.

(iii) The allotment cheques received from Headquarters are equivalent to cash and all precautions prescribed in the Manual should be followed in their safe custody with double lock system. Before depositing the Fund cheques, the specific orders of the Deputy Financial Controller/Accounts Officer should be obtained.

(iv) All the above precautions should be taken by the Divisional Officers in the case of cheque books now available with the Division Offices, where cash chests with double locking arrangement has already been ordered to be provided.

Arjunan Gnanaolivu,  
Accounts Member.

Memorandum No. 20008—E1/87-10, (Secretariat Branch) dated the 4th August, 1987.

Sub: LOANS AND ADVANCES—House Building Advance—Allotment of funds towards purchase of Ready Built House/Flat by the employees of Tamil Nadu Electricity Board—Orders—Issued.

Ref: (i) From the C.F.C., U.O., Note No. AAO/Budget/XB/A1/2/Budget/F.HBA/87—88/87, dated 25—2—87.

Allotment of funds as detailed below is made for the year 1987—'88 for release of House Building Advance for purchase of Ready Built House/Flat to the employees of Tamil Nadu Elec. Board who submitted their applications prior to 30—6—1987 and obtained formal sanction.

Sl. No.	Sanctioning Authority	Letter dated	Amount Rs.
1.	Superintending Engineer, Udumalpet Electricity System	18—7—'87 & 24—7—'87	2,36,000
2.	Superintending Engineer, Periyar Electricity System.	28—7—'87	1,90,500
3.	Superintending Engineer, Trichy Elec. System/North.	24—7—'87	99,675
4.	Superintending Engineer, Coimbatore Elec. System/South	17—7—'87	27,900
5.	Superintending Engineer, Vellore Elec. System/East.	25—7—'87	67,000
6.	Regional Chief Engineer/Distn., Madras-2.	29—7—'87	60,900
7.	Superintending Engineer, Kamarajar Electricity System.	30—7—'87	1,00,000
8.	Chief Engineer/Personnel, Madras-2.	1—8—'87	83,589
Total Rs.			8,65,574

(Rupees Eight lakhs sixty five thousand five hundred and seventy four only)

2. The Sanctioning Authorities are also requested to send reports regarding the utilisation of the amount allotted to them.

3. The receipt of the memorandum should be acknowledged immediately.

P. Easwaramurthi,  
Secretary;

Circular Memo. No. 57439/CFC/DFC/Accounts/MR/M. Book/87 (Accounts Branch) dt. 7-8-87.

Sub : Extension work in Operation and Maintenance Sections—Payment of contractors bills instructions—Issued.

Instances have come to the notice of the Board that the correct procedure for admitting the 'Contractors' bills towards Labour and transport etc. charges for Low-Tension extension works are not being strictly followed in some Systems/Circles.

2. In order to avoid any incorrect payments to the Contractors, the following instructions are reiterated which should be followed scrupulously in all cases. These instructions are in addition to the Manual provisions and other instructions issued from time to time.

(i) The specimen signature of the Officers who pass/countersign the bills with their names in block letters should be obtained and recorded in the Accounts Payable, Cash Sections, etc. for verification at the time of passing of bills. For this purpose, the specimen signature of the field officers who countersign and pass and forward the bills to Central Office only need be kept in the Central Office. The specimen signature of other Subordinate Officers who have prepared the bill, countersigned the bill etc. should be kept in the Offices through which the bill has been sent to Central Office for payment and it would be the responsibility of the Officer who has passed the bill to see that the signature of all other Subordinate Officers in the bill tally with the specimen and that they are genuine.

(ii) All the procedures prescribed in Para 603 of Tamil Nadu Electricity Board Manual Volume I. in respect of Measurement books and also the detailed instructions contained in the Measurement Book itself should be scrupulously followed.

The Measurement Books should be handed over and taken back after giving proper acknowledgement at all levels.

The register of Measurement book etc. should be maintained with reference to Para 605 of Tamil Nadu Electricity Board Manual Volume I and all precautions prescribed therein for the issue of the Measurement books to Field Officers should be scrupulously followed.

Payments to Contractors for any work should be made only through bills covered by Chit/K2 agreement specifying the period with necessary entries made in the measurement book for the works executed.

(iii) When the Assistant Divisional Engineers/Divisional Engineers countersign the bills according to their delegation of powers, they should see that the entries are made in the estimate card of the concerned Work Orders also.

(iv) A certificate to the effect that the expenditure booked is noted in the initial account of the concerned work order giving the folio number of the Initial Account Register maintained by the field officers should be furnished in all the bills preferred under Chit/K2 agreements.

(v) Whenever bills are accepted in the Central Office for a pass order in respect of Contractors, it should be ensured that a Chit/K2 agreement is executed by the Contractors for the work done by them so that a check can be made whether the payment is made within the provision of the Estimate/work order issued.

(vi) In some cases, it is noticed that the claim for work reported to be done some months/years back are passed and paid as a matter of routine. Diligent check is to be exercised in such cases to ensure that these claims are genuine. The reasons for delays in claiming the bill should be ascertained from the concerned Officers who were in charge of the works and the Officers who have countersigned the bills.

(vii) The measurements are to be recorded and checked then and there. In some cases, the entry in the Measurement Book is made after several months/years after the actual execution of the work. It is highly irregular and should not be accepted for making payments.

3. In addition to all the usual certificates, the following certificates/details should also be furnished in bills/Hand Receipts/Measurement Books.

(i) Certified that the amount claimed is within the limit of sanctioned estimate.

(ii) Certified that the work was checkmeasured by the Assistant Divisional Engineer/ Divisional Engineer on.....

(iii) Reference to entry in Measurement Book number and page number should be noted on each Bill.

(iv) The dated signature of the contractors should be obtained in all the pages of Measurement Book as well as in the bill stating the measurements and rates are accepted.

(v) All the certificates furnished in the Bill and Measurement Book by the section Officers are to be duly signed with dates and should be countersigned by the Assistant Divisional Engineers/Divisional Engineers with date, duly checkmeasured.

(vi) Certificate to the effect that this payment was not paid from imprest or not covered under any other items should be furnished.

4. The Superintending Engineers of Systems/Circles are requested to instruct their Officers concerned to adhere to the above instructions strictly.

Receipt of this Circular memo. should be acknowledged to the Chief Financial Controller.

B. Vijayaraghavan,  
Chairman.

● ● ●

Memorandum No. 19991/E1/87-6 (Secretariat Branch) dated the 11th August 1987.

Sub : LOANS AND ADVANCES—House Building Advance—Allotment of funds for sanction of Additional Advance to the employees of the Board for completing the construction—Orders—Issued.

Ref : From the C.F.C., U. O. Note No. AAO/Budget/XB/A1/2/Budget/87—88 dated 25—2—'87.

Allotment of funds as detailed below is made for the year 1987—'88 for release of additional advance to the employees of Tamil Nadu Electricity Board for completing the construction of house in respect of the applications received before 31—3—1987 and where formal sanction has already been accorded :—

Sl. No.	Sanctioning Authority	Letter dated	Amount requested
			Rs.
1.	Superintending Engineer/ Vellore Electricity System (East)	9—7—87 & 25—7—87	51,000
2.	Superintending Engineer/ Mechanical I/Tuticorin Thermal Power Station.	18—7—87	35,000
3.	Superintending Engineer/ Udumalpet Electricity System.	18—7—87	51,500
4.	Superintending Engineer/ Madras Electricity System/Distribution (North)	4—8—87	22,700
			<u>1,60,200</u>

(Rupees One lakh sixty thousand and two hundred only)

2. The sanctioning Authorities are also requested to send reports regarding the utilisation of the amounts allotted to them.

P. Easwaramurthi  
Secretary

Circular No. 475/X/DFC/W/WOC/86—8 (Accounts Branch) dated 11—8—1987

Sub : Issue and closing of Work Orders in Systems and Circles—Operation of lapsed Work Orders—Regarding.

Ref : Circular No. X/DFC/W/WOC/86, dated 21—3—1986.

Instructions stressing the need to follow the Manual Provisions in regard to issue and closing of Work orders have been issued in the circular Memo cited above. However it is seen that in some systems the lapsed Work orders have been operated and expenditure for the current year booked.

2. In accordance with the provisions in the foot note to para 612 of TNEB Volume I, all Work Orders lapse on 31st March. It is again stressed that Work Orders for full estimated amount are to be obtained only if such works are likely to be completed within the financial year. In the case of Works which are not likely to be completed before end of that financial year, Work orders are required to be obtained for the portion of the work expected to be executed within that year. Budget provisions for respective years are however to be kept up.

3. Allowing the Work Orders to remain alive beyond the period of currency specified in the Manual and keeping the materials drawn unused indefinitely are not proper. As such, it is necessary to restrict the period of operation of Work orders so as to ensure proper utilisation and reconciliation of materials drawn then and there.

Arjunan Gnanaolivu,  
Accounts Member

Memorandum No. 20008-EI/87-11, (Secretariat Branch) Dated the 12th August 1987.

Sub : LOANS AND ADVANCES—House Building Advance—Allotment of funds towards purchase of Ready Built House/Flat by the employees of Tamil Nadu Electricity Board—Orders—Issued.

Ref : From the C.F.C. U.O. Note No. AAO Budget/XB/A1/2/Budget/F.HBA/87-88/87, dated 25—2—87.

Allotment of funds as detailed below is made for the year 1987-'88 for release of House Building Advance for purchase of Ready Built House/Flat to the employees of Tamil Nadu Electricity Board who submitted their applications prior to 30—6—1987 and obtained formal sanction :

Sl. No.	Sanctioning Authority	Letter dated	Amount Rs.
1.	Superintending Engineer, Ramnad Electricity System	31—7—87	1,39,000/-
2.	Superintending Engineer, Coimbatore Electricity System/North	1—8—87	1,49,500/-
3.	Superintending Engineer, General Construction Circle, Basin Bridge, Madras	4—8—87	1,53,000/-
4.	Superintending Engineer, Tirunelveli Kattabomman Elec. System	1—8—87	65,000/-
5.	Divisional Engineer, Power House, Basin Bridge Power House, Madras	5—8—87	51,000/-
6.	Superintending Engineer, Anna Electricity System	7—8—87	4,65,800/-
7.	Superintending Engineer, Hydro Projects (Electrical)	5—8—87	3,603/-
Total Rs.			10,26,903/-

(Rupees Ten lakhs twenty six thousand and nine hundred and three only).

2. The Sanctioning Authorities are also requested to send reports regarding the utilisation of the amount allotted to them.

3. The receipt of the memorandum should be acknowledged immediately.

P. Easwaramurthi,  
Secretary.

Circular No. DFC/Res/BR/36512/87, (Accounts Branch) Dated 12—8—87.

Sub : Delay in remittances and transfer of Board's funds.

Of late, it is noticed that the revenue collections remitted into the various Board's Banks are not being promptly transferred to Madras by the Bankers. In spite of several instructions that the System offices should closely pursue and watch the prompt transfer, it is seen that effective steps are not being taken by the Systems. The following instructions are reiterated for strict adherence.

1. Heavy collections are remitted into the Central Office collection account as HT collections are remitted into that account. Hence, a special watch is required in respect of Central Office collection account. The Deputy Financial Controller/Accounts Officer concerned should contact the collection banks immediately after large collections are remitted in cash to ensure that the funds have been transferred to Madras, the same day itself. This work should be personally reviewed by the Deputy Financial Controller/Accounts Officer concerned. This should be followed by watching the prompt receipt of statement of account for the collection account. The statement should be obtained at any rate once in a week positively and it should be immediately reviewed to see whether the transfer of funds had been effected every day with reference to the debits in the statement of account. The collections will be predominant during the first fortnight and during this period, it should be specially reviewed and watched to ensure that there is no hold up of funds with the Bankers in the various collection accounts. There could be no excuse of non-receipt of statement of account etc., and this work should be personally taken up with the Branch Manager concerned by the Deputy Financial Controller/Accounts Officer/Assistant Accounts Officer concerned. Interest claims should also be made, if there are hold up of funds with the S.E.'s collection account.

2. In the Headquarters (C.F.C's Office), the statement of accounts are received only once in a month and this should be promptly watched and statement obtained immediately after the close of the month. It should be reviewed at Headquarters also to see whether the Branch has transferred the funds daily. Any omissions should be promptly taken up with the concerned Banks and System Office.

3. It is possible that in certain cases even though the amount has been transferred and debited in the collection account in the System/Circle, the credit is not promptly made in the Headquarters account. Such cases should be specially reviewed and references sent to the Bank promptly claiming interest as per rules. This work is to be done at Headquarters Office (C.F.C's Office).

4. Whenever the statement of account is not received promptly in the Headquarters, reminders should be sent to the Bank and copies of such reminders should also be marked to the Superintending Engineers and the concerned System should contact the bank and arrange to send the statement without any delay.

5. It is generally noticed that there is a tendency on the part of the Bankers to keep the collections on Fridays so as to show a better liquidity position of the branch in their week ending reports and also there is a tendency to retain the funds during half yearly closing viz. June and December. The System Office should ensure that this practice is not resorted to by the Bankers and all possible steps should be taken to ensure that there is no hold up of the collections under any circumstances in the collection bank level.

Arjunan Gnanolivu,  
Accounts Member.

#### ERRATUM

The entry "Land Acquisition Act, 1994" occurring on page 602 (para IV) of July 1987 issue may be corrected as "Land Acquisition Act, 1894".

Editor.

U.O. No. X/IT/F20(B)/446/87 (Accounts Branch) dt. 14—8—87

Sub : Deduction of income tax from Salaries under Section 192 of Income Tax Act—Regarding.

A copy of Income Tax Officer (HQrs) (IV) Tamilnadu, Madras letter C. No. Misc./Genl./87-IV dt. 28—7—87 along with this office letter No. X/IT/F20(B)/18/87 dt. 17—1—87 referred to therein are communicated to all Branches of the Board and the Superintending Engineers of Systems/Circles for information and guidance.

Arjunan Gnanaolivu,  
Accounts Member,

Encl : I

Copy of letter No. C.No.Misc./Genl/87-IV. Dated 28th July 1987, issued from the Commissioner of Income tax, Tamilnadu. IV, Government of India, Office of the Commissioner of Income Tax. 121, Nungambakkam High Road, Madras-34, addressed to Chief Financial Controller, Tamil Nadu Electricity Board, Madras.

Sub : Deduction of incometax from salaries under Section 192 of the I.T.Act—Reg.

Ref : Your letter dt. 17—1—87,

Please refer your letter cited above requesting for clarification regarding income-tax deduction on salaries.

2. Eventhough remuneration is not a regular receipt, it is a remuneration received for services rendered by the employees by valuing the answer sheets and therefore it will be taxed under the head Other Sources as remuneration. It is also not a casual and non recurring income. Likewise, honorarium is also taxable under the head Other sources. Hence, you need not deduct tax by including this under Salary. You are requested to instruct the employees concerned who are getting remuneration like this to include the income under the head 'Other Sources' and pay tax accordingly if the taxable income exceeds Rs. 18,000/- after making deductions under Chapter VI. A. and request them to file the returns.

D. Premnath,  
Income-tax Officer, (H. Qrs.) (IV)  
For Commissioner, Tamilnadu. IV.

(True Copy)

Encl : II

Copy of Lr. No. X/IT/F20(B)/18/87, dated 17—1—1987, from Thiru T.S. Kanthimathi, B.Com., ACA., Chief Financial Controller, 800, Anna Salai, Madras-600 002 addressed to the Commissioner of Income Tax, Tamil Nadu—IV, Nungambakkam High Road, Madras-600 034.

Sub : Deduction of Income Tax from Salaries under Section 192 of the I.T. Act—clarification requested.

As per provisions contained in Section 10(3) of the Income Tax Act, "any receipts which are of a Casual and non-recurring nature to the extent such receipts do not exceed five thousand rupees in the aggregate", do not form part of the total income of the assessee, with certain conditions laid down in proviso clause of (i) to (iii).

In Tamil Nadu Electricity Board some senior officers are undertaking valuation of answer sheets of the Examinations conducted by the Tamil Nadu Public Service Commission, Madras and for this purpose, the Public Service Commission is paying "Answer Sheet Valuation Charges." These examinations are conducted twice in a year and some of the officers are requested to value the answer paper by the Tamil Nadu Public Service Commission, Madras. These receipts by the Senior Officers are not regular monthly receipt, but are Casual receipt. This is not a routine and regular item of income. The valuation work is given to the officers by rotation only and an officer may get the chance once in two or three years. Further, these payments are not additional remuneration to the officers to be termed under the definition "Salary or Perquisite" as defined in Section-17 of the Income Tax Act.

A few Senior Officers are also being asked to give "Guest Lecture" in the Tamil Nadu Electricity Board Staff Training College for our own officers and for this purpose they are being paid honorarium at the rate of Rs. 50/- or Rs. 75/- per lecture. This amount is paid mainly to cover the out of pocket expenses that the officer may incur for giving these lectures.

As these receipts by way of Answer sheet correction charges paid by Public Service Commission and amount payable by Staff Training College for "Guest Lecture" are the receipt of Casual and non-recurring nature, it is presumed that these receipts by the Senior Officers may be classified under Section 10(3) of the Income Tax Act, subject to ceiling of Rs. 5,000/-. This may kindly be confirmed.

CHIEF FINANCIAL CONTROLLER

(True Copy)

• • •

Circular Memo. No. 15905/CAC/87-142 (Accounts Branch) dt. 17-8-87

Sub : Capitalisation of Revenue expenses—Instructions—Amendments Issued.

Ref : This office circular Memo. No. 15905/CAC/87. dt. 12-5-87.

The following amendment is issued to the above circulars :

2. Under item (2) employee costs a RWE Salary—instead of 30% of salary, overtime and Dearness allowance to be capitalised, 30% of Capital Work in Progress during the year shall be capitalised towards RWE salary in **Generation Circles** only. In Distribution systems however, 30% of RWE Salary may be capitalised as already ordered.
3. Under item (4) Head Quarters expenses 1% of Capital Works in progress to be capitalised shall be credited to Account No. 76-9 Administration and General Expenses charged to Capital works instead of Account No. 36.120 Inter unit Account Personnel—Chief Internal Audit Office.

Arjunan Gnanaolivu,  
Accounts Member.

U.O.No. 077076/Adm. Br./G1-2/788/87-2 dt. 18-8-87.

Sub: Loans and Advances—Technical Education—Loan for the financial year 1987—88—  
Reallotment of funds—Orders—Issued.

Ref: Board Office Sectt. Branch Memo. No. 14264—E1/87-1, dt. 8-5-87.

The following Officers of the Board may be informed that the funds of Rs. 4,28,000/- (Rupees Four Lakhs and twenty Eight thousand only) allotted in the Board Office Secretariat Branch Memo. cited, for the financial year 1987—88 is reallotted as noted against each for sanction of Technical Education Loans to the non-gazetted employees of the Board for the education of their Children in the Post Matric Professional and Technical Courses conducted in the recognised Educational Institution.

1. Board Office/Adm. Branch	: Rs. 15,000
2. Board Office/Accounts Branch	: Rs. 15,000
3. Board Office/Technical Branch Unit I.	
i. C.E./E. Thermal Design	Rs. 14,500
ii. C.E./N. M. T. P. P.	
4. Board Office/Technical Branch/Unit II.	
i. C. E. Hydro Generation	
ii. C. E./Research & Development	Rs. 15,000
iii. C. E./Planning	
5. Board Office/Techl. Branch Unit III.	
i. C. E./Materials Management	Rs. 14,500
ii. C. E./Special Officer/Projects	
6. Board Office/Techl. Branch Unit IV	
i. C. E./Civil Design	: Rs. 14,500
7. Board Office/Techl. Branch Unit V.	
i. C. E./Transmission & Grid Operation	: Rs. 14,500
8. C. E./Hydro Projects	: Rs. 15,000
9. General Superintendent/ETPS & BBPH	: Rs. 15,000
10. C. E./Tuticorin Thermal Power Station	: Rs. 15,000
11. C. E. Mettur Thermal Power Project	: Rs. 15,000
12. C. E./L.M.H.E.P.	: Rs. 15,000
13. R. C. E./Distribution/Madras	: Rs. 50,000
14. R. C. E./Distribution/Vellore	: Rs. 50,000
15. R. C. E./Distribution/Coimbatore	: Rs. 50,000
16. R. C. E./Distribution/Trichy	: Rs. 50,000
17. R. C. E./Distribution/Madurai	: Rs. 50,000
Total ...	: <u>Rs. 4,28,000</u>

(Rupees Four Lakhs and Twenty Eight Thousand only)

2. They may be requested to sanction the Loan as per Technical Education Loan Rule 1963 in force as per priority.

3. The receipt of this U. O. may be acknowledged.

D. Krishnamoorthi,  
Chief Engineer/Personnel.

**TRAVELLING ALLOWANCE—Travel by Second Class Air-conditioned sleeper by Grade I (b) Officers—Orders—Issued.**

B. P. Ms. (FB) No. 72

(Sectt. Branch)

Dated the 20th August 1987.  
Aavani 4, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

B. P. Ms. (FB) No. 30 (SB) Dt. 18—4—1986.

**Proceedings :**

As per the orders issued in para 2 of the B. P. cited in so far as they relate to the rail journeys, Grade I (b) employees drawing a basic pay of Rs. 1950/- and above but below Rs. 3000/- are eligible to travel in I Class by rail irrespective of whether the journey is within or outside the State.

2. The Tamil Nadu Electricity Board directs that Grade I (b) employees of the Board in the basic pay group of Rs. 1950/- and above but below Rs. 3000/- be permitted to travel by Second Class Air-conditioned sleeper by rail in respect of journeys to be performed by them outside the State only, provided no accommodation is available in I Class.

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

• • •

**Memorandum No. BOAB/CPF (Investment)/Unit-V/D. No. 74/87 (Audit Branch) dt. 21—8—1987.**

Sub : Tamil Nadu Electricity Board—payment of Special Contribution to the Contributory provident Fund subscribers under Regulations 37, 38 and 39 of Tamil Nadu Electricity Board Contributory provident Fund Regulation who retired/expired/resigned during the period 16—9—1972 to 30—6—1986 (both days inclusive)—Orders to be kept in abeyance.

Ref : 1. B. P. Ms. (F.B.) No. 1 (Audit Branch), dated 10—4—1987.  
2. Stay Order of the High Court, Madras, dated 14—7—1987 in S. A. No. 78 of 1987 in C. A. No. 181/87.

A Copy of the Stay Orders of the High Court issued in the reference second cited is communicated for information. The payment of special Contribution ordered in the B. P. first cited should be kept in abeyance till the Stay Orders of the High Court are got vacated.

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member.

Encl. One.

Encl :

IN THE HIGH COURT OF JUDICATURE AT MADRAS  
ORDINARY ORIGINAL CIVIL JURISDICTION  
Tuesday the Fourteenth day of July 1987  
THE HON'BLE Mr. JUSTICE MOHAN

Sub: Application No. 78 of 87

in

Contempt Application No. 181/87

The Tamil Nadu Electricity Board,  
Accounts and Executive Staff Union,  
rep. by its General Secretary  
Mr. S. V. Angappan

— Applicant

-vs-

The Chairman,  
Tamil Nadu Electricity Board,  
Madras-600 002

— Respondent

Sub Application praying this court to stay the operation of the order of the respondent dated 10-4-87 in B. P. Ms. (F.B.) (Audit Branch) pending Contempt Application No. 181/87 presented this Court to punish the respondent for disobeying the orders of this court dated 17-12-86 in WMP. 7568 and 18773/86 in WP. 5271/86.

This sub Application coming on this day before this Court for orders in the presence of Mrs. Javanthi Natarajan, Advocate for the petitioners and upon reading the petition and the affidavit filed herein IT IS ORDERED AS FOLLOWS:

1. That notice do issue to the respondent herein to show cause why this petition should not be complied with; and
2. That the operation of the order passed by the respondent in B. P. Ms. (F.B.) I (Audit Branch) dt. 10-4-1987 be and hereby is stayed pending further orders on this petition.

Witness the Hon'ble Thiru Madhukar Narhar Chandurkar, Chief Justice at Madras aforesaid this 14th day of July 1987.

ASSISTANT REGISTRAR(OS)

(Certified to be a true copy)

Dated this 16th day of July 1987.

16-7-1987

Manager (OS)

Sub Application No. 78/87 in Contempt Application No. 181/87, Order dated: 14-7-87.  
from High Court of Madras.

(True Copy)

Memo. No. X/Rev./Agl./BPSC/237/86-8, Accounts Branch Dated 21—8—1987.

Sub : Electricity Collection of Belated Payment Surcharge/Interest on instalments relating to arrears of Current Consumption Charges paid under 1 + 1 formula by the Agricultural Consumers and Local Bodies.

Ref : 1. This Office Memo. No. X/Rev./Agl./BPSC/237/86-7/dated 23/25—2—'87.  
2. This Office Memo. No. X/Rev./LB Arrears/87-3/Dated 22—4—87.

Orders were issued in the references cited authorising the Divisional Engineers of Operation and Maintenance Systems to permit instalments not exceeding twelve for payment of Belated Payment Surcharge/Interest amounts in respect of arrears payable by the Agricultural Consumers and Local Bodies. Difficulties are experienced by the consumers in payment of the above instalments in certain cases.

2. The following revised procedure is ordered to be followed in respect of the number of instalments to be allowed.

- (i) Where instalments have already been allowed as per orders issued in references (1) and (2) above and the consumer has started paying the instalments, the consumer should be allowed to pay the Belated Payment Surcharge/Interest as already ordered. Their cases require no change.
- (ii) In other cases where consumers complete the payment of principal amounts under 1 + 1 formula and they have to pay only the Belated payment surcharge/interest calculated on the delayed payments made, the following procedures should be followed.
  - (a) The monthly average of the current consumption charges/Lump-sum charges for a period of 12 months ending with the last month of 1 + 1 formula payment should be worked out and rounded to the next Rs. 5/- and the average so arrived at should be fixed as monthly instalment for payment of the Belated Payment Surcharge/Interest payments, irrespective of the number of instalments.
  - (b) The Assistant Accounts Officer of the Revenue Branch concerned will put up the amount of the Belated Payment Surcharge/Interest payable by the Agricultural Consumers/Local Bodies and obtain orders of the Divisional Engineer regarding the instalments allowable and communicate the same to the Section Officer. The other procedures laid down already should continue to be followed.

3. The receipt of this Memo. should be acknowledged to the Financial Controller/Revenue.

B. Vijayaraghavan,  
Chairman.

● ● ●

Memorandum No. 43218—SPS/87—2 (Secretariat Branch) Dated the 22nd August, 1987.

Sub : Sports—Meeting of the Tamil Nadu Electricity Board Sports and Games Committee—Sanction of Travelling Allowance and Daily Allowance when attending Coaching Camp of Indian Teams,

Accepting the recommendations of the Tamil Nadu Electricity Board Sports and Games Committee, the Tamil Nadu Electricity Board hereby directs that the players of the Tamil Nadu Electricity Board will be paid the Travelling Allowance and Daily Allowance as admissible under the rules when they attend the Indian Coaching Camp if the concerned State Associations do not pay the Travelling Allowance and Daily Allowance to the players of Tamil Nadu Electricity Board. If the Travelling Allowance and Daily Allowance paid by the Associations to the players are less than usual Daily Allowance admissible under the Board Regulation the difference amount will be paid by the Tamil Nadu Electricity Board to its players. The players of the Tamil Nadu Electricity Board will be provided with equipments (Full kits) whenever they attend the Indian Coaching Camp in future.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary

Memorandum No. 20008—EI/87—12 (Secretariat Branch) dated the 24th August, 1987.

Sub : LOANS AND ADVANCES—House Building Advance—Allotment of funds towards purchase of Ready Built House/Flat by the employees of Tamil Nadu Electricity Board—Orders—Issued.

Ref : From the C.F.C. U.O. Note No. AAO/Budget/XB/A1/2/Budget/F. HBA/87-88/87 dated 25—2—87.

Allotment of funds as detailed below is made for the year 1987-88 for release of House Building Advance for purchase of Ready Built House/Flat to the employees of Tamil Nadu Electricity Board who submitted their applications prior to 30—6—1987 and obtained formal sanction :—

Sl. No.	Sanctioning Authority	Letter dated	Amount Rs.
1.	Superintending Engineer, Trichy Elec. System/South.	14—8—87	71,675
2.	Superintending Engineer, Madras Elec. System/Distn./North.	17—8—87	1,55,000
3.	Superintending Engineer, Madurai Elec. System	6—8—87	2,84,000
4.	Superintending Engineer, Vellore Elec. System/West.	12—8—87	83,000
5.	Superintending Engineer, Udumalpet Elec. System,	10—8—87	1,12,375
6.	Superintending Engineer, Ramnad Elec. System.	17—8—87	80,500
7.	Superintending Engineer, Chingleput Elec. System/South.	29—7—87	68,000
8.	Superintending Engineer, Madras Elec. System/Distn./South.	Nil	98,100
Total Rs.			9,52,650

(Rupees Nine lakhs fifty two thousand six hundred and fifty only)

2. The Sanctioning Authorities are also requested to send reports regarding the utilisation of the amount allotted to them.

3. Receipt of the memo should be acknowledged immediately.

P. Easwaramurthi,  
Secretary.

Memorandum No. 19991—E1/87—7, (Secretariat Branch) dated the 26th August, 1987.

Sub : LOANS AND ADVANCES—House Building Advance—Allotment of funds for sanction of additional advance to the employees of the Board for completing the construction—Orders—Issued.

Ref : From the C.F.C., U.O. Note No. AAO/Budget/XB/A1/2/Budget/87—88, dated 25—2—87.

Allotment of funds as detailed below is made for the year 1987—'88 for release of additional advance to the employees of Tamil Nadu Electricity Board for completing the construction of house in respect of the applications received before 31—3—1987 and where formal sanction has already been accorded :—

Sl. No.	Sanctioning Authority	Letter dated	Amount requested
			Rs.
1.	Superintending Engineer, Madras Elec. System/Distr./Central	7—8—87	4,050/-
2.	Superintending Engineer, Salem Elec. System	10—8—87	40,000/-
3.	Superintending Engineer, Kamarajar Elec. System	12—8—87	3,37,000/-
4.	Superintending Engineer, Generation/Hydro Stations/Kundah	18—8—87	37,000/-
5.	Superintending Engineer, Ramnad Elec. System	17—8—87	28,000/-
6.	Superintending Engineer, Purchase & Adm./E.T.P.S.	22—8—87	28,000/-
7.	Superintending Engineer, Chingleput Elec. System/North	20—8—87	13,500/-
Total Rs.			4,87,550/-

(Rupees Four lakhs eighty seven thousand five hundred and fifty only)

2. The Sanctioning Authorities are also requested to send reports regarding the utilisation of the amounts allotted to them.

P. Easwaramurthi,  
Secretary.

●●●

ELECTRICITY—Enhanced Monetary limits for checkmeasurement of materials—Amendment to para 604 Sub para (3) B (F) of Tamil Nadu Electricity Board Manual Vol. I—Orders Issued.

B.P.Ms. (Ch.) No. 17

(Accounts Branch)

Dated : 27—8—87  
Aavani 11, Prabhava  
Thiruvalluvar Aandu 2018  
Read :

Regional Chief Engineer/Distribution/Madurai Lr. No. RCE/MDU/T1/F3/D. 5437/87 dated 17—6—87.

#### Proceedings :

As per existing rules, the monetary limits for checkmeasurement of materials (suppliers bill for Stores) to Assistant Divisional Engineers and Divisional Engineers are as under :

**Asst. Divl. Engineer :**

- |  |   |  |
|--|---|--|
| (i) Electrical equipments<br>and Tools and Plants      | : | All bills over Rs. 500/-<br>but not exceeding<br>Rs. 15,000/-  |
| (ii) Non-electrical equipments<br>and Tools and Plants | : | All bills over Rs. 2000/-<br>but not exceeding<br>Rs. 15,000/- |

(The Addl. Divl. Engineer should be a person other than the one in charge of Stores)

**Divisional Engineer :**

- (iii) Bills over Rs. 15,000/- in respect of all Stores.

2. The Regional Chief Engineer/Madurai, has stated that the cost of materials have gone up considerably and difficulty is being experienced by the field executive officers in allowing time for checkmeasurement and suggested that the existing monetary limits for checkmeasurement of stores materials may be raised.

3. After careful examination, it is hereby ordered that the monetary limits be raised as mentioned below for checkmeasurement of stores materials by the Assistant Divisional Engineers and Divisional Engineers.

**Assistant Divisional Engineers :**

- |  |   |   |
|--|---|---|
| (i) Electrical equipments<br>and Tools and Plants      | : | All bills over Rs. 2500/-<br>but not exceeding Rs. 75,000/- |
| (ii) Non-Electrical equipments<br>and Tools and Plants | : | All bills over Rs. 5000/-<br>but not exceeding Rs. 75,000/- |

**Divisional Engineers :**

- |                  |   |                    |
|------------------|---|--------------------|
| (iii) All Stores | : | Above Rs. 75,000/- |
|------------------|---|--------------------|

NOTE : The Asst. Divl. Engineer should be a person other than one incharge of Stores.

4. Necessary amendment to the Tamil Nadu Electricity Board Manual Vol. I will be issued separately.

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member

• • •

U. O. No. 4389/Gazette/87-1. (Adm. Branch) dt. 31-8-87.

Ref : Memo. No. X/REV/Ag/ BPSC/237-86-6, (Accounts Branch) dated 17-2-87.

The left over order [cited in the ref.] for publication in the Gazette is now published in the Aug. 87 Gazette.

P. Easwaramurthi  
Secretary

Encl.

**Encl : 1**

Copy of Memo. No. X/Rev./Agl./BPSC/237/86-6, (Accounts Branch) dated 17-2-87.

Sub: Electricity—Agricultural arrears—collection under 1+1 formula—levy of BPSC and collection of instalment payment.

Ref: From the SE/Vellore Lr. No. SEV/RCS/RA2/A1/F. 19/743/86-1, Dated 10-1-1987.

In the letter cited, the Superintending Engineer/Vellore has requested instructions to permit instalment payments in respect of certain agriculturists as detailed below:—

(a) Agricultural consumers who were permitted to pay the arrears under 1+1 formula but failed to pay their instalments and their service disconnected.

(b) Agricultural consumers whose services were disconnected for non-payment and remaining disconnected for more than six months and are facing dismantlement of S.C. Lines.

(It is stated that in both the cases, the agricultural parties will wait till the completion of instalments for getting reconnection).

(c) Agricultural consumers whose services were disconnected for default in payment of arrears under 1+1 formula and who are now prepared to pay the entire arrears in a lumpsum and wants Reconnection by paying the Belated Payment Surcharge amount in instalment.

2. The above were examined in detail and the Superintending Engineer/Vellore is informed that his suggestions for the first two categories is not agreed to. His attention is invited to Chairman's memo. No. DFC/Rev./X/AO II/Instalment/85- Dated 31-5-1985, wherein it was instructed that in cases where once instalments were granted and the consumer defaulted in payment, fresh request for instalment should summarily be rejected and the consumers should be asked to pay the entire arrears in a lumpsum. The Superintending Engineer/Vellore is requested to take further action as per the instructions issued in B. P. Ms. (FB) No. 123, Adm. Branch dated 30-12-1986, and B. P. Ms. (FB) No. 124, Adm. Branch dated 30-12-86.

3. As regards the proposal in the case of category (c), the Superintending Engineer/Vellore is informed that reconnection in respect of such consumers who are willing to pay the entire dues may be given after collecting in full upto date, C.C. Arrears plus one instalment towards BPSC and Reconnection fees, subject to the parties executing the usual undertaking for the balance amount of Belated Payment Surcharge to be paid in instalments.

B. Vijayaraghavan,  
Chairman.

**Encl : 2**

Copy of Lr. No. SEV/RCS/RA2/A1/F.19/743/86-1, dated 10-1-1987 from SE. Vellore addressed to the Accounts Member T. N. E. B.

Sub: Electricity—Agricultural Arrears—Collection under 1+1 formula—Levy of B.P.S.C. and collection Instalment payment—Permitting of—Instructions Requested.

Ref: 1. Chairman's Memo. No. X/Rev./Agl./BPSC/237/86-1, Dated 16-5-1986.  
2. This Office Lr. No. SEV/RCS/RA2/A1/F. 19/743/86, Dated 24-8-1986.

I invite a kind reference to this office letter second cited, wherein I have requested instructions as to whether the following categories of consumers may be permitted to pay the arrears of C. C. Charges and B.P.S.C. in instalments with an express condition that their services shall be reconnected on completing the instalments.

1. Agricultural consumers who were permitted to pay the arrears under 1+1 formula but failed to pay and their Service Connections were disconnected.

2. Agricultural consumers whose services were disconnected for non-payment and remaining disconnected for more than 6 months and facing dismantlement of SC Lines.

I request early instructions in the matter as a number of such consumers call at this office and requests early solution to their problems.

In Chairman's memo. 1st cited, the Superintending Engineers/O & M have been delegated powers to permit instalment payment of B.P.S.C. in not more than 12 monthly instalments to agricultural consumers who have since cleared the arrears by paying under 1+1 formula.

Some of the agricultural consumers who were permitted to pay the arrears under 1+1 formula defaulted in payment of 1+1 instalment and their Service Connections were disconnected for non-payment. They have represented to this office that they are prepared to pay the entire arrears due to Board with Reconnection fees, and their Service Connections may be reconnected. They request permission to pay the B. P. S. C. in instalments in not exceeding 12 in number (like other consumers). Their request is reasonable and the Board is able to collect the entire arrears in one lumpsum without resorting to any coercive steps and without further delay.

I am permitting such of those consumers to pay the entire arrears in one lump along with Reconnection fees and one instalment of B.P.S.C. before reconnection. They are also being asked to execute necessary undertaking agreeing to keep up the time schedule for the payment of B. P. S. C. The services of the defaulters will be disconnected for non-payment of instalments and Service Connections will be reconnected only on full settlement of B. P. S. C.

I presume my above action is in conformity with the instructions issued in the Chairman's instructions 1st cited. This may kindly be confirmed.

P. Janakiraman,  
Superintending Engineer/V.E.S.

(True Copy)

# Technical

## PART—IV

### Technical

Memo. No. C.E./C.D./E.4/CHD/FLA/D. 691-87 (Technical Branch) dated 9—7—'87

---

Sub : The Tamil Nadu Requisitioning and Acquisition of Immovable Property Act 1956—Collectors of districts to perform functions of Competent Authority—Notified—Communicated.

Ref : G. O. Ms. No. 502, Revenue Department, dt. 31—3—87.

A Copy of G.O. under reference received from the Commissioner and Secretary to Government (Revenue Department) is communicated to all officers of the Board for information.

C. F. Benedict,  
Chief Engineer/Civil Designs.

Encl : 1

Copy of G. O. (Ms) No. 502, (Revenue Department) dated : 31—3—87.

---

The Tamil Nadu Requisitioning and Acquisition of Immovable Property, Act, 1956—Collectors of districts to perform functions of Competent Authority—Notified.

#### Order :

The appended notification will be published in an extraordinary issue of the Tamil Nadu Government Gazette dated 2—4—87.

2. The Director of Stationery and Printing is requested to send one hundred copies of the notification to each of the Collectors, Special Commissioner and Commissioner of Land Administration and Government. He is also requested to send ten copies of the notification to the special commissioner and Commissioner of Revenue Administration.

(By Order of the Governor)

M. Mayilvahanan,  
Commissioner and Secretary to Government.

(True Copy)

Encl : 2

#### Appendix Notification

In exercise of the powers conferred by clause (b) of Section 2 of the Tamil Nadu Requisitioning and Acquisition of Immovable Property Act, 1956 (Tamil Nadu Act XLII of 1956), the Governor of Tamil Nadu hereby authorises the Collectors of all districts in Tamil Nadu to perform the functions of the competent authority under the said Act for the areas comprised in their respective districts.

M. Mayilvahanan,  
Commissioner and Secretary to Government.

(True copy)

Memo. No. CE/CD/E4/CHD/F. LA/D. 693/87, (Technical Branch) Dt. 9—7—87.

Sub : Acts—Land Acquisition (Amendment) Act, 1984 (central Act 68 of 1984)—Forms—Standardised forms for "Amendment" and "Errata" to the Notification under Land Acquisition Act—Prescribed—communicated.

Ref : G. O. Ms. No. 927 (Revenue Department) Dt. 14—7—86.

A copy of the G.O. under reference received from the Deputy Secretary to Government (Revenue Department) is communicated to all officers of the Board for information and guidance.

C. F. Benedict,  
Chief Engineer/Civil Designs.

Encl : G. O. as above.

Copy of G. O. Ms. No. 927 Rev. Dept. dt. 14—7—1986.

Acts—Land Acquisition (Amendment) Act, 1984 (Central Act 68 of 1984)—Forms—Standardised forms for "Amendment" and "Errata" to notification under Land Acquisition Act—Prescribed.

Read Again :

- i. Government Letter No. 11041/R. spl./85-2, Revenue dated 12—4—1985.

Read also :

- ii. From the Collector of Periyar District Erode, letter No. 133972/84-B1, dated 24—5—1985.
- iii. Government Letter No. 40996/R. Spl./85-1, Revenue, dated 25—6—1985.
- iv. From the Special Commissioner and Commissioner of Land Administration, Madras, Letter No. S/27763/85, dated 21—10—1985.

#### Order :

The Government direct that the following forms in English and Tamil for issuing amendment or errata to the notification under the Land Acquisition Act be adopted.

#### FORM—I

#### Amendment to the Notification under Land Acquisition Act

#### NOTIFICATION

#### Under sub-section (1) of section 4 of the Land

under section 6. of

Acquisition Act, 1894 (Central Act 1 of 1894), the Governor of Tamil Nadu hereby makes the following amendment to the.....Department Notification No. 11 (2) dated the.....published at page.....of supplement to part-Section of Tamil Nadu Government Gazette, dated the.....

## Amendment

In the said Notification,

"for"

"read"

## Form-II

## Errata to Notification under Land Acquisition Act.

The following errata is issued to the Department Notification No. II (2) ..... dated the.....published at page.....of supplement to Part Section of the Tamil Nadu Government Gazette, dated the.....

## ERRATA

In the said Notification,

"for"

"read"

நிலம் கையகப்படுத்துதல் சட்டத்தின் கீழ் வெளியான அறிவிக்கைக்கு  
விளம்பலுக்கு

திருத்தம்.

அரசாணை எண். ....நாள்.....மூலம்  
ஒப்புதலளிக்கப்பட்டு, தமிழ் நாடு அரசிதழில் பாகம் II-ல் பிரிவு 2-க்கு பிற்சேர்க்கையில்.....  
.....துறை எண் II (2)

ஆக.....மாவட்டம்.....வட்டம்.....  
கிராமத்தில்.....நோக்கத்திற்காக  
கையகப்படுத்த உள்ள நிலங்கள் தொடர்பாக வெளியான அறிவிக்கைக்கு 1894-ம் ஆண்டைய நிலம்  
விளம்பலுக்கு

கையகப்படுத்துதல் சட்டத்தின் (மத்திய சட்டம் 1/1894),  
பிரிவு 4-ன் உட்பிரிவு (1) ன்

6-ன் கீழ் தமிழ்நாடு ஆளுநர் அவர்கள் பின்வரும் திருத்தம் வெளியிடுகிறார்.

அட்டவணை.....பத்தி.....யில்.....  
.....என்று உள்ளதை.....  
என்று திருத்தி வாசிக்க அறிவிக்கப்படுகிறது.

நிலம் கையகப்படுத்துதல் சட்டத்தின் கீழ் வெளியான அறிவிக்கைக்கு  
பிழை திருத்தம். விளம்பலுக்கு

அரசாணை எண் .....நாள்.....மூலம் தமிழ்நாடு அரசிதழில் பாகம் II-ல் பிரிவு 2-க்கு  
பிற்சேர்க்கையில்.....துறை அறிவிக்கை  
எண் II (2).....ஆக வெளியான 1894-ஆம் ஆண்டைய நிலம்  
கையகப்படுத்துதல் சட்டத்தின் (மத்திய சட்டம் 1/1894)

பிரிவு 4ன் உட்பிரிவு (1) ன் கீழ்  
பிரிவு 6ன்

மாவட்டம்.....வட்டம்.....  
கிராமத்தில்.....  
நோக்கத்திற்காக கையகப்படுத்தப்பட உள்ள நிலங்கள் தொடர்பாக பிரகடனப்படுத்தப்பட்ட  
அறிவிக்கைக்கு  
விளம்பலுக்கு

பின்வரும் பிழை திருத்தம் வெளியிடப்படுகிறது.

அட்டவணையின் பத்தி.....யில்.....  
.....என்று உள்ளதை.....  
.....என்று திருத்தப்பட்டுள்ளது என அறிவிக்கப்படுகிறது.

த. சக்கரவர்த்தி,

அரசு துணைச் செயலாளர்.

(True Copy)

Memo. No. SE/RE/D/211-1/87, (Technical Branch) Dated 31—7—87

Sub : Energisation of agricultural pumpsets—Instructions—Issued.  
Ref : RCEs Meeting on 26—6—87—Minutes.

At the meeting of the Regional Chief Engineers held on 26—6—87, it was pointed that a number of new agricultural connections for parties who had reported readiness more than nine months ago, could not be given for want of distribution transformers and on account of this, service connection to parties who are lower in priority could not also be given, though the extension works can be completed for them.

2. In order to reduce the hardship, it is ordered that where one transformer is required for effecting a single service, that service may be connected to the existing transformer itself, overlooking diversity and regulation and thus avoid the need to erect an additional transformer under such situation. The Regional Chief Engineers are requested to furnish the number of cases involving erection of a single transformer for effecting a single service. They are also requested to intimate the Chief Engineer/Materials Management the inventory of materials required to clear all cases where the service connections have not been effected even after nine months of readiness report.

B. Vijayaraghavan,  
Chairman.

• • •

Ch.'s Circular Memo. No. SE/TR/EW/TA/F. PUC. 80—81/D. 150/87, (Techl. Br.) dt. 3—8—1987

Sub : Condemnation and disposal of unserviceable Power and Distribution Transformers.

Ref : 1. B.P. Ms. (FB) No. 271 (Technical Branch) dt. 4—7—85 (Published in page 795 of T.N.E.B. Gazette July 1985).  
2. B.P. Ms. (Ch) No. 40 (Accounts Branch) dated 8—11—85 (Published in page 1243 of the T.N.E.B. Gazette November 1985).

Instructions have been issued from time to time regarding condemnation and disposal of unserviceable plant and machinery. However, it is seen that a large number of Power Transformers which have failed many years ago are still lying in different Sub Station yards and Repair Bays without final disposal and in some cases without even condemnation approved by the competent authority.

2. The Regional Chief Engineers and Superintending Engineers should look into this matter personally and ensure that (a) condemnation proposals are got sanctioned expeditiously by the competent authority in case of Power Transformers which are beyond economical repairs and (b) Power Transformers for which the condemnation proposals have been approved are dis-membered and the parts including copper, released from the Transformer, are disposed of immediately as per standing instructions.

3. The following further instructions are issued in this regard :—

(1) The Divisional Engineer/Operation & Maintenance will evolve the condemnation proposals and send it to the Superintending Engineer/Operation & Maintenance concerned in quadruplicate.

As per B.P. first cited, the powers for condemnation of plant and machinery (excluding vehicles) are as below :—

**A. Where the transformers have served their full life as prescribed in the Electricity Supply Act 1948 :—**

- |                              |     |                   |
|------------------------------|-----|-------------------|
| (a) Superintending Engineers | ... | upto Rs. 2 Lakhs. |
| (b) Regional Chief Engineers | ... | upto Rs. 5 Lakhs. |
| (c) Tender Committee         | ... | Above 5 Lakhs.    |

**B. Where the transformers have not served their full life :—**

- |              |     |                    |
|--------------|-----|--------------------|
| (a) Chairman | ... | upto Rs. 5 Lakhs.  |
| (b) Board    | ... | Above Rs. 5 Lakhs. |

The monetary limits specified above are with reference to the original purchase price of the Transformers. Each faulty Power Transformer should be dealt with separately so that the cases are disposed of with reference to monetary powers delegated to various levels.

(2) The condemnation proposals should be prepared and sent in the revised Format as per Annexure enclosed. Proposals to be sanctioned by Chairman/Tender Committee/Board shall be sent in duplicate to Superintending Engineer/Stores Inspection/Madras for processing of the cases.

If the original purchase price (Col. 5 of the Format) is not readily available, it should be indicated as "NOT AVAILABLE" and all such proposals should be sent to Superintending Engineer/Stores Inspection/Madras-600 002.

The present book value (Col. 6 of Format) should be collected from the Pricing Section of the System and furnished. If it is not readily available, the position should be indicated accordingly against Col. 6 of the Format.

(3) Whenever a Power Transformer fails, the Executive Engineer/Transformer Erection of the area concerned should examine the sick Power Transformer. In case the Executive Engineer/Transformer Erection considers that the Power Transformer can be repaired, he should take further action to repair the unit either at his Circle Repair Bay or send it to the Power Transformer Repair Bay at Ambattur. In case he considers that it is not economical to repair the Transformer, he should furnish a certificate to the Divisional Engineer/Operation & Maintenance concerned to the effect that the Transformer is beyond economical repairs.

Details for filling up Cols. 10 to 14 and 18 of the Format shall be furnished by the Executive Engineer, Transformer Erection.

The Reserve price to be furnished under Col. 16 of the Format shall be based on the quantity in KG of the copper scrap, M.S. Scrap, Brass Scrap, Gun metal Scrap etc. as furnished in the report of the Executive Engineer/Transformer Erection.

(4) In respect of proposals falling within his monetary powers, the System Superintending Engineer should accord approval to the condemnation proposals (sent by DE/O&M) **within 15 days** of receipt of the proposal.

(5) Proposals exceeding the monetary powers of Superintending Engineers should be sent to the Regional Chief Engineers concerned by the Superintending Engineers/Operation & Maintenance in triplicate **within 7 days** of receipt of the proposal from the Divisional Engineer/Operation & Maintenance concerned and the Regional Chief Engineer should sanction the proposals, if within his powers, **within 15 days** of receipt of this proposals in his office.

(6) Proposals exceeding the monetary powers of Regional Chief Engineers, should be sent to the Superintending Engineer/Stores Inspection, Western Wing, 4th floor, NPKRR Maaligai, 800, Anna Salai, Madras-600 002 in duplicate by the Regional Chief Engineer concerned **within 15 days** of receipt of the proposal in his office.

(7) Proposals received from the Regional Chief Engineers should be processed and put up to Chairman/Tender Committee by the Superintending Engineer/Stores Inspection, Madras-600 002, **within one month** of the receipt of the proposals from the field.

A copy of the approval of the condemnation proposal should be sent by the Superintending Engineer/Stores Inspection, Madras-600 002, to the Superintending Engineer/General Construction Circle concerned and Executive Engineer/Transformer Erection of the area concerned and also to the Superintending Engineer/Transmission, Madras-600 002.

(8) On receipt of the approval of the condemnation proposal, the Executive Engineer/Transformers Erection concerned should arrange to (i) dismember the parts of the condemned transformer, (ii) prepare a list of parts with quantity and (iii) hand over the parts with a copy of the list to the Divisional Engineer/Operation & Maintenance concerned. Particular care should be taken to weigh correctly and hand over the copper windings to the Operation & Maintenance officers. Priority should be given by the Executive Engineer/Transformer Erection to dismantle the condemned Power Transformer as soon as he receives intimation regarding the condemnation approval of Power Transformers.

(9) The Divisional Engineer/Operation & Maintenance concerned should arrange to devolute the parts handed over by the Executive Engineer/Transformer Erection **on the same day** in the System Central Stores,

(10) The System Superintending Engineer should dispose the parts released by auction as per Rules **within 3 months** from the date of devolution at stores and should send a report to the Regional Chief Engineer, with copy to Superintending Engineer/Stores Inspection, Madras-600 002 and Superintending Engineer/Transmission, Madras-600 002 **within a week thereafter**.

4. The programme of action as mentioned above should be kept up at every stage by all concerned without fail. Any problems should be taken up at the next Engineer level and sorted out there and there.

5. A list of 16 Nos. sick Power Transformers, the condemnation and disposal of which have been unduly delayed as pointed out by the Public Undertakings Committee, has already been communicated in Member (Distribution)'s Memo No. SE/TR/EW/TA/F. PUC, 80—81/D. 124/87, dated 20—6—87. The condemnation and disposal of these 16 Power Transformers should be completed before 31—10—1987. The progress should be intimated to the Chief Engineer/Materials Management and Chief Engineer/Transmission and Grid Operation by the Regional Chief Engineers every month before 10th until the disposal.

Encl :

B. Vijayaraghavan  
Chairman.

Encl :

**ANNEXURE****Proposal for Condemnation of Machinery and Equipments of Higher Value  
(Power Transformer)**

1. Name of the System/Circle :
2. Name of the equipment/Transformer :
3. (a) Date of purchase and date of commissioning :
- (b) Make, Type and capacity of the equipment :
4. Purchase Order No. and Date :
5. Purchase value as per the P.O. :
6. Present Book Value :
7. Period of life as per rules (vide CFC Memo No. 52-X/EB/86-23, dated 4-10-83) :
8. Whether worked the entire life period if not, the reasons for early condemnation :
9. (a) Date of last major repairs done and cost :
- (b) Total expenditure so far incurred for repairs and renewals and details of repairs so far done :
10. Present condition of the equipment :
11. Whether it can be repaired and put to beneficial use and if so, the estimated cost of repairs required now to make it in working condition :
12. Details of HV & LV coils now available in the units and the condition of coils weight of copper :
13. Wt. of Tank and radiators quantity of Transformer Oil :
14. Wt. of Laminations and details of other retrievable parts :
15. If taken off from service, the date from which it was taken off :
16. Reserve price fixed by the Survey Committee :
17. Any other particulars relevant for deciding on condemnation of equipment :
18. Details of similar transformers available and details regarding the possibility of interchanging parts to make it serviceable. :

Divisional Engineer O &amp; M

Superintending Engineer O &amp; M

Endt. No. IEMC/DE2/F. PC GI./CR No. 006261/87 dated 3—8—87.

Ref : G.O. Ms. No. 1431 P.W.D. dt. 20—7—87.

Copy communicated to All Regional Chief Engineers and Superintending Engineers Operation and Maintenance System and Superintending Engineer/Load Despatch and Grid Operation for information and necessary action.

D. S. Nelson  
Member (Distr.)

Encl. :

Copy of GO. Ms. No. 1431 PWD dated 20—7—87.

**ELECTRICITY—Restriction and Control—New Industries coming up in the Small Industries Development Corporation Industrial Estate—exemption from power cut—Ordered.**

Read :

G.O. Ms. No. 876, Public Works, dated 3—4—86.

Read also :

1. From Chairman and Managing Director, SIDCO Lr. No. 43171/DS 3/86, dated 30—12—86.
2. From Chairman, Electricity Board, Letter No. IEMC/DE2/PC GI./D 278/87, dated 18—3—87.

#### Order

The Government ordered exemption from powercut for a period of five years, in G.O. (Ms.) No. 876, Public Works, dated 3—4—85, to H.T. industries in the industrial complexes of SIPCOT at Tuticorin, Manamadurai, Pudukottai, Cuddalore and Gummidipoondi. The Chairman and Managing Director, Small Industries Development Corporation has since approached the Government for similar exemption from power cut to all industries coming up in Small Industries Development Corporation industrial estates also. The Government have examined the request in consultation with Chairman, Electricity Board and direct that all industries coming up in Small Industries Development Corporation industrial estate also be exempted from power cut for a period of five years from the date of availing H.T. Power supply.

2. The following notification shall be published in an extraordinary issue of Tamil Nadu Government Gazette dt. 20—7—87.

#### Notification

In exercise of the powers conferred by Section 3 of 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 as issued in G. O. Ms. No. 1111, Public Works, dt. 24—7—76 and as amended subsequently.

The amendments shall come into force from the date of this order,

#### Amendments

In the said order, in clause 7, the following shall be added as sub clause (x) :

(x) All new H. T. industries coming up in the industrial complexes of Small Industries Development Corporation shall be exempted from power cut for a period of five years from the date of availing H.T. Supply.

(By Order of the Governor)

D. Sundaresan  
Commissioner & Secretary to Government.  
(in charge)

(True copy)

Circular Memo. No. SE/RE/G/6492/(Techl. Br.) dt. 4-8-87.

Sub : Madras Electricity System—Pillar fuse failures—Analysis Tong Test readings—Regarding.

Ref : Minutes of the M.E.S. Review Meeting held on 27-6-1987.

There has been a large number of pillar fuse failures, and it is observed that this is increasing month after month due to various reasons such as increased load on the cables, unequal loading between phases...etc. Ammeter readings on the various pillar feeders are not being taken regularly to maintain a record of the load in Amps on the various feeders emanating from the Pillar Box. The reason attributed for the failure to maintain this important record is reported to be non-availability of Tong Testing Ammeters in many of the Sections in Madras Electricity System. In order to minimise L.T. pillar fuse failures it is necessary that Tong Test readings are regularly taken at the pillar boxes during peak hours so as to check whether the feeder cables are overloaded, and also to determine the spare capacity available in each of the interconnecting feeders for utilising the spare capacity for load transfers during breakdowns. Further Tong Testers should be made available in all the sections to take readings, and field officers at the level of Foreman or Line Inspector made responsible to record the readings in Pillar Maintenance registers.

The Regional Chief Engineer will intimate the total requirements of Tong Testing Ammeters of various capacities to be ordered for three systems in Madras.

D. S. Nelson,  
Member (Distribution)

● ● ●

Lr. No. CE/R&D/E. Lab/ADE. 3/F. Misc. D. 746/87, (Techl. Br.) dt. 12-8-'87.

Sub: Research & Development — Field problems for study at research wing — Communicating.

The enclosure indicates the study under progress in Research & Development Wing of the Board. In addition to the above there are a number of proposals under consideration.

The activities in Research & Development can be boosted and profitable only if field problems are communicated to the wing. If solutions are found for the field problems it will reduce the wasteful expenditure and improve the efficiency of the working of the board. Minor problems can also be referred to for solutions.

Chief Engineers/Regional Chief Engineers are requested to intimate this facility to the field officers, to obtain problems from the field and communicate such problems to this wing for examination and for arriving at satisfactory solution. The first communication may kindly be sent before 30-9-'87.

Encl : I. Muthukkamatchi,  
Chief Engineer, Research & Development.

#### Research & Development Studies Under Progress

- (i) Study on failure of HT cables and joints.
- (ii) Study on failure of LT cables and joints.
- (iii) Study on deterioration of RCC Poles & Grills in coastal areas.
- (iv) Study on performance of special conductors in coastal and polluted areas.
- (v) Study on performance of insulated crossarms.
- (vi) Study on use of MCCBs for LT protection of distribution transformers.
- (vii) Study on use of aerial bunched cables for LT distribution in congested areas.
- (viii) Study on performance of metering sets in HT services.
- (ix) Evolving specifications and testing procedure for energy-meters.
- (x) Study on indication device for overloads on motors.
- (xi) Study on pollution performance of insulators.
- (xii) Study on freakish operation of buchholz relay in power transformer.
- (xiii) Study on improvements to LT distribution Pillar boxes.
- (xiv) Study on developing a flag relay for indication of cable faults (for quick identification of faulty zones).

**Memo. No. SE/MMII/DET/F. 400/33 (Techl. Br.) dt. 12—8—87.**

**Sub: VEHICLES—checking and improving the mileage of the Board Vehicles—Instructions—issued.**

**Ref: This office Lr. No. SE/M/T&W/Fuel ceiling/F115/12/dt. 11—12—80.**

Instructions regarding economic/desirable KMS per litre of fuel that could be given by various types of vehicles furnished by Government of Tamilnadu as detailed below were already been communicated to the field officers for guidance and adoption.

Sl. No.	Make of Vehicle	Type	Fuel used.	Distance fixed KM/litre.
1	2	3	4	5
1.	Mahindra & Mahindra/Willys	Jeep	Petrol	5.3 KMs. to 6.4. KMs.
2.	Ambassador	Car	—do—	8 KMs. to 9 KMs.
3.	Fiat	Car	—do—	9 KMs. to 10 KMs.
4.	Herald	Car	—do—	10 KMs. to 11 KMs.
5.	Fargo	Van	—do—	4 KMs. to 5 KMs.
6.	Fargo	Van	Diesel	7 KMs. to 8 KMs.
7.	Bedford	Van	Petrol	4 KMs. to 5KMs.
8.	Bedford	Van	Diesel	7 KMs. to 8 KMs.
9.	Bedford/Fargo	Lorry	—do—	4 KMs. to 5 KMs.
10.	Benz/Leyland	Lorry	—do—	4 KMs. to 5 KMs.
11.	Jeep	—	—do—	10 KMs.
12.	Standard 20	Van	—do—	11 KMs.
13.	Matador	Van	—do—	11 KMs.

But, it is seen that the mileages given by most of the Board vehicles are not as per the above norms fixed.

In order to keep up the above mileage of the Board vehicles, the officers of the Board are requested to give suitable instructions to the respective vehicle controlling officers to improve the mileages of the vehicles by proper maintenance and periodical checking of the vehicles then and there. A certificate to this effect that the periodic check has been done on the vehicles by the controlling officers may be obtained by the Regional Chief Engineers and forwarded to this office, for review.

The receipt of the memo. may be acknowledged to Chief Engineer/Materials Management.

D. S. Nelson,  
Member/Distribution.

• • •

**Memo. No. SE/RE/G/5765/6/87, (Technical Branch) dated 13—8—87.**

**Sub: Billing of consumption in three phase services with three single phase meters—replacement with three phase meters—further Orders—Issued.**

**Ref: 1. Memo. No. SE/RE/G/5765/4/87, dt. 27—3—87/2—4—87.  
2. ADE/MRT/Villupuram's Lr. No. F.C.T. meter/D111/87, dt. 3—7—87.**

In memo. first cited it was instructed, that three phase meters should be installed in all L.T. three phase service wherein three single phase meters have been installed for recording the consumption.

In letter second cited Assistant Divisional Engineer, Meter & Relay Test, Villupuram has indicated that there are certain services in which three single phase (5 Amps) meters have been installed

in conjunction with three current transformers and three phase 5 Amps meters are not available to provide 3 phase meters in such services. It is pointed out that provision of 3 phase 10 Amps meters in such services is not desirable as accuracy in recording of consumption may be lost.

Field officers may hence be instructed not to replace the single phase 5 Amps meters with 3 phase 10 Amps meters in such services and such replacements may be carried out after receipt of 3 phase 5 Amps meters in these services.

Chief Engineer/Materials Management is requested to assess the requirement of 3 phase 5 Amps meters for replacements as well as for future connections and place orders accordingly.

Receipt of this orders may be acknowledged to Superintending Engineer, Rural Electrification and improvements/Distribution.

B. Vijayaraghavan,  
Chairman.

• • •

Memo. No. CE/Tr. & G. O/EEC/A1/AE1/D 254/87, (Technical Branch) dt. 14—8—87.

Sub : Forming of new RCC pole casting yards in various regions—  
Delegation of Powers to RCE's for sanctioning of estimates—Regarding.

Ref : Para I (vi) of the minutes of the RCE's meeting held on 25—7—'87.

The Regional Chief Engineers are delegated with powers to sanction estimates upto Rs. 2.0 lakhs (Rupees Two lakhs only) for forming new RCC yards in the systems.

The construction of RCC yards may be executed by the system Superintending Engineers themselves.

D. S. Nelson,  
Member/Distribution.

• • •

Ch's Circular No. CH/TA/4108/87-1, dated 20—8—87.

Sub : Equipments sent for repairs—Follow up—Regarding.

It is observed that many equipments sent for repairs to M/s. BHEL and other agencies have not been got back after repairs even after a lapse of considerable time, extending upto two years in some cases. There has been no close follow-up with the companies for expediting the repairs and getting back the equipments quickly. This has resulted in some of the equipments being not available in time for replacements of defective equipments thus defeating the very purpose of having spares.

2. The Chief Engineers are instructed that prompt action should be taken to get failed equipments repaired and spares always kept ready and in good condition. They should closely monitor the progress of repair work and personally follow up matters with the agencies concerned. The Chief Engineers will be held personally responsible if there is any avoidable slackness on their part in this regard.

3. The Chief Engineers should furnish a quarterly certificate on the 1st of January, April, July and October every year to the T.A. to the Chairman giving details of equipments under repair, date on which the equipment became unserviceable, date on which it was sent for repairs and to whom and the reasons for the delay etc.

B. Vijayaraghavan,  
Chairman.

Ch.'s Circular No. 43902/O&M Cell/87-1 dt. 20—8—87

Sub : Consumers grievances—conducting of public hearings.

Ref : 1. Circular No. 58731/O&M Cell/84—1, dt. 31—8—84.

2. Circular No. 66329/O&M Cell/84, dt. 9—10—84.

In the circulars cited, instructions had been issued to Superintending Engineers of all O&M Systems to conduct public hearings on specified dates every month—twice a month in the case of Madras Electricity Systems and once a month in the case of other Systems. The RCEs. were instructed to keep a close watch on the manner in which these instructions were being complied with and, particularly, to review atleast once a month the action taken on the representations received. It is seen, however, that, by and large, neither the S.Es. nor the R.C.Es. have given enough attention to this matter.

2. S.Es. are informed that they should maintain a Register in which the details of the representations received at these hearings are entered and the entries should not be closed till the petitions are finally disposed of. RCEs. should critically review these Registers atleast once a month.

3. Since the meetings are to be held on specific days of specific weeks for all the months, intimation of the days fixed should be given wide publicity. S.Es. are also requested to intimate this programme to all M.L.As., M.Ps. and Chairman of Local Bodies of the area concerned so that they could, if they so desire, be present on these occasions for bringing to the notice of the S.Es. grievances of a general nature affecting the public.

B. Vijayaraghavan,  
Chairman.

● ● ●

Memo. No. CE/Tr. & G.O/EEC/A1/AE1/D 273, (Technical Br.) dt. 24—8—87

Sub : Delegation of powers—Stock estimates for manufacture of PSC/RCC poles—Enhanced powers to Chief Engineers and Superintending Engineers

Ref : 1. B.P. Ms. No. 81 (Tech.) dt. 23—2—1982.

2. B.P. Ms. (FB) No. 11 (Tech.) dt. 12—1—1983.

3. Minutes of the R.C.Es review meeting held on 21—8—87.

In supersession of the instruction issued in B.P. dated 23—2—82 and 12—1—83 cited above, the following enhanced powers for sanction of stock estimates for manufacture of P.S.C/R.C.C. poles is ordered with immediate effect,

- |                             |   |
|-----------------------------|---|
| 1. Superintending Engineers | : Upto Rs. 5,00,000/-<br>(Rupees five lakhs)    |
| 2. Chief Engineers          | : Upto Rs. 30,00,000/-<br>(Rupees Thirty lakhs) |

D. S. Nelson,  
Member (Distribution).

Letter No. 360/Adm. Br./Tariff—I (2)/87—2 (Administrative Branch) dated 24—8—87.

**Sub :** H.T. supply—New Industries/Industrially under-developed areas/Night shift concessions—Instructions.

**Ref :** Chairman's D. O. Lr. No. 360/Adm. Br./ Tariff—I (2) 87—1, dated 20—5—87 addressed to the Regional Chief Engineers,

In terms of Tariff Notifications issued by the Government from time to time, H.T. Industries are allowed concessional tariff subject to certain conditions being satisfied by them.

2. Cases have come to notice where H.T. Industries have been allowed the benefit of New Industries / Industrially underdeveloped areas/Night shift concessions on incorrect interpretations of the Tariff conditions, resulting in loss of revenue and avoidable litigation.

3. It has, therefore, been decided that the New Industries (including concessions for Maraimalai Nagar New Town and Mettur Township) / Industrially under-developed areas/Night shift concessions should be granted only with the prior approval of the Board Headquarters (Accounts Branch). The following instructions are issued in this regard.

- (i) Hereafter, with immediate effect, all proposals for grant of the above mentioned concessions should be given effect to only with the prior approval of the Board, Headquarters (Accounts Branch).
- (ii) All cases where the above concessions have already been (granted and the concessions will continue beyond 31—8—87 should also be referred to Board Headquarters (Accounts Branch) for approval. Pending approval of the Board, these concessions should be continued.

4. Proposals for obtaining the approval of the Board Headquarters for the above concessions should be detailed and self contained and should have the following particulars :

- (a) The place where the industry is situated.
- (b) If the Industry is situated in an Industrially under-developed area, a reference to the G.O. classifying the area as Industrially under-developed.
- (c) Details of the products manufactured.
- (d) Whether the Industry has any subsidiary or Branch engaged in the manufacture of the same product or different products with details.
- (e) Whether the industrial unit has obtained an Industrial License for running the industry, with a xerox copy thereof.
- (f) Whether the industry initially availed supply under L.T. and later converted into H.T., with full details.
- (g) Whether the industry applied for transfer of quota from one Unit to another during power-cut period and the nature of products manufactured in both the Units.
- (h) Whether the product manufactured in the Industry is marketed in the public directly or whether the product manufactured is used as raw material in another unit.
- (i) Date of commencement of production, whether trial or otherwise.
- (j) In the case of Night-shift concession, number of shifts worked by the industry and their timings.
- (k) In the case of Mettur Township concession, period in a year during which power is availed by the industry.
- (l) In the case of Limited Company, the Memorandum of Association and Articles of Association should be furnished. In the case of Partnership firm, a copy of the Partnership Deed should be furnished. In the case of other industrial establishments, documents constituting the establishment should be furnished.

- (m) In the case of Limited Companies, whether the Industrial undertaking is earning profit on the basis of the consolidated Balance-Sheet prepared by the Company covering all the units and whether such Balance-Sheet is the one placed before the General Body of the company and sent to the Registrar of Companies. In the case of undertakings other than Limited companies, the consolidated Balance-Sheet prepared by the Undertaking covering all the Units as certified by the Auditors should be sent.

5. Proposals with the above details should be sent by the Superintending Engineers through the Regional Chief Engineers.

6. The receipt of this reference should be acknowledged to the Personnel Officer/Tariff.

B. Vijayaraghavan  
Chairman

● ● ●

**DELEGATION OF POWERS—Sanction of Estimates for Extension and Improvements—Reclassification and revised powers of sanction to Assistant Divisional Engineers—orders issued.**

B. P. Ms. (FB) No. 317

(Technical Branch)

Dated 24—8—87.  
Aavani 8, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

1. B.P. Ms. No. 114 (Technical) dt. 26—4—1979.
2. B.P. Ms. (Ch) No. 128 (Technical Branch) dt. 24—6—1983.
3. B.P. Ms. (FB) No. 509 (Technical Branch) dt. 9—10—1986.

The Board's proceedings 2 and 3 read above, stipulate the powers of sanction of Superintending Engineers, Divisional Engineers and Assistant Divisional Engineers, under the following heads :

- (i) Extension and improvements justified by additional revenue.
- (ii) Improvements on original works which do not bring in additional revenue.

The Board has dispensed with the remunerative criteria, for sanction of extension scheme. Hence categorisation of schemes as above for purpose of sanction is no more relevant. After careful consideration, Board directs that these two categories be reclassified as below.

- (i) Extension works and associated improvements necessary to cater to new consumers.
- (ii) Improvements on original works to cater to existing consumers.

2. After careful examination, the Board also directs that the powers delegated to the Assistant Divisional Engineers in the Board's proceedings third cited be further enhanced from Rs. 5,000/- to Rs. 25,000/- to sanction estimates for 'extension works and associated improvements necessary to cater to new consumers'. The table below shows the existing and revised powers.

TABLE

Sl. No.	Description	Existing powers of (Rs.)			Revised Powers of (Rs.)		
		SE	DE	ADE	SE	DE	ADE
1.	Extension works and associated improvements necessary to cater to new consumers	5 lakhs	2 lakhs	5,000	5 lakhs	2 lakhs	25,000
2.	Improvements on original works to cater to existing consumers	2 lakhs	50,000	Nil	2 lakhs	50,000	Nil

3. The powers will be exercised by the Superintending Engineers, Divisional Engineers and Assistant Divisional Engineers subject to specific budget provision.

(By Order of the Board)

T. B. Chikkoba,  
Chief Engineer/Planning.

• • •

**ELECTRICITY—Terms and Conditions of Supply—Termination of Agreements in respect of High Tension and Low Tension Services and Monthly minimum charges for disconnected period—Modification in instructions already issued.**

B.P. Ms. (Ch) No. 496

(Administrative Branch)

Dated 24—8—'87  
Aavani 8, Prabhava,  
Thiruvalluvar Aandu, 2018.

Read :

1. B.P. Ms. (FB) No. 123, Adm. Br., dt. 30—12—86.
2. B.P. Ms. (FB) No. 124, Adm. Br., dt. 30—12—86.
3. Memo. No. C. No. 45/Adm. Br./Tariff-I (4)/87—1, dt. 27—4—87.

#### Proceedings :

In order to expedite dismantling of lines in respect of services which remain disconnected for a long time, detailed instructions were issued in B.P. Ms. (FB) No. 124, Adm. Br. dt. 30—12—86 second cited. With a view to eliminating such delays in dismantling in future, necessary amendment to the Terms and Conditions of supply was also issued in B.P. Ms. (FB) No. 123, Adm. Br. dt. 30—12—86 first cited.

2. The Superintending Engineers of Operation and Maintenance Systems were instructed to take action in accordance with B.P. Ms. (FB) No. 124, Adm. Br. dt. 30—12—86 in respect of services that remained under disconnection as on 30—12—86 and complete the work before 31—5—87.

3. A number of representations have been received from Agriculturists that the time of three months from the date of disconnection for dismantling the services is short in view of the delay in the receipt of the Notices for dismantling by the Agriculturists and the difficulty of paying the amounts due to the Board in a short time. The dismantling of services in the cases of Agricultural services was reviewed and the following instructions are issued in partial modification of the instructions in the B.Ps. first and second cited and the memo. third cited.

- (i) In the case of disconnected Agricultural services, Notices should be issued after a period of two months from the date of disconnection, instead of the existing period of one month. The Notice should stipulate a period of four months from the date of receipt of the Notice within which consumer should pay the amount due and resume supply, instead of the existing Notice period of two months. Action for termination of the Agreement and dismantling the line and service should be taken only after the expiry of the Notice period of four months. All other instructions in the B.Ps. first and second cited and in the Memo. third cited will remain operative.
- (ii) In the case of disconnected Agricultural services where Notices have been issued but the Notice period has not yet expired, the Agricultural services should be given a further Notice period of 3 months from the date of expiry of the period of Notice already issued. A further Notice to this effect should be sent immediately and no action for termination of the Agreement or dismantling the line or service should be taken till the date of expiry of the period of the second Notice.
- (iii) In the case of Agricultural services where the period of Notice has already expired and consequently Agreements were terminated and the services were dismantled (or deemed to have been dismantled), there is no change in the instructions.

4. Amendments to Terms and Conditions of Supply will be issued separately.

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member.

• • •

**VEHICLES—Revision of Norms for Provision of Vehicles—Orders Issued—Amendment—Issued.**

B.P. Ms. (Ch) No. 164

(Technical Branch)

Dated 25—8—1987.  
Aavani 9, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

- (1) CE/GI's Memo. No. SE/RE & LL/TO/F. 100/1/dated. 23—12—77.
- (2) B. P. Ms. (Ch) No. 115, (Tech. Branch) dated 14—5—87.

**Proceedings :**

In B. P. Ms. (Ch) No. 115 (Technical Branch) dated 14—5—87, orders were issued to revise the norms for provision of vehicles in the Board. The Regional Chief Engineer/Distribution / Madras has requested for allotment of one jeep for 2 sub-divisions, instead of 3 sub-divisions in 'O & M' Divisions as per the revised norms issued in the B.P. cited, in view of the special nature of Madras Electricity systems works.

(2) The Tamil Nadu Electricity Board after careful consideration has approved the above proposal of Regional Chief Engineer/Distribution/Madras and the following amendment is issued to the B. P. cited above,

Under item (A) Distribution, (V) 'O & M' Division the following is deleted.

- " (b) Sub-Division in O & M Division : One Jeep for 3, sub-divisions including construction sub-division in O & M Division "

Instead, the following is substituted.

- " (b) Sub-Divisions in O & M Division : One Jeep for 2 (two) sub-divisions including construction sub-divisions in 'O & M' Division.  
in Madras Elec. Systems area.
- " (c) Sub - Divisions in O & M : One Jeep for 3 (three) sub-divisions including construction sub-division in O & M Division ".  
Division other than Madras  
Electricity Systems.

(3) The receipt of this B. P. should be acknowledged to the Chief Engineer/Materials Management, Madras—2.

B. Vijayaraghavan,  
Chairman.

• • •

Memo. No. SE/RE/D/452—2/87, (Technical Branch) Dated 25—8—'87.

Sub: Extension of Electricity Supply—Overlooking of priority because of injunctions granted by courts—instructions issued.

Cases arise where an applicant for electricity connection who is eligible for extension of supply as per priority cannot be given supply because of an order of injunction issued by a court of law against extension of supply to him. In such cases, supply may be effected to the next-below applicant in the order of priority. Supply should be extended to the applicant who had been passed over because of the court injunction as soon as the injunction gets vacated.

D. S. Nelson,  
Member/Distribution.

• • •

Circular Memo. No. X/Rev/LB Arrears/216/84—6 (Accounts Branch) dt. 25—8—1987.

Sub: Electricity—Arrears due from Local Bodies—supply to overhead tanks and other drinking water installations—deferring disconnections—Instructions issued.

- Ref: (1) Circular Memo. No. X/Rev/LB arrears/216/84—3, dated 23—3—1987.  
(2) Circular Memo. No. X/Rev/LB arrears/216/84—4, dated 1—7—1987.

It was ordered in the reference second cited that, in view of the continued drought conditions, disconnections of the services relating to overhead tanks and other drinking water installations of Local Bodies/other Government Bodies should not be effected till 31—8—1987 even though there are arrears of current consumption charges payable.

2. In view of the continued drought conditions, it is ordered that disconnections of the above services should not be effected till 30—11—1987 even though there are arrears of current consumption charges.

3. The details called for already in regard to the arrears due in respect of the above services should be sent to Financial Controller/Revenue every month without fail.

B. Vijayaraghavan,  
Chairman.

Memo. No. SE/RE/G/6057—3—/87 (Technical Branch) dated 29—8—1987.

Sub : Avoidance of accidents due to paralleling of captive generator (installed by consumers) with Board supply or back feeding to Board's lines—Preventive measures—Orders issued.

In order to avoid occurrence of accidents due to paralleling of captive generator (installed by the consumer) supply with Board supply or due to back feeding of generator supply into Boards lines and equipments, field officers are requested to instruct the staff and workers to adopt the following safety precautions.

(i) The field workers should avail self line clear before attending any work on lines and equipments whenever they attend works independently.

(ii) Earthing of lines/equipments should be done on both sides of the work spot.

2. Field Officers should ensure that adequate earthrods are supplied to the workers.

3. Field staff and workers should also be instructed to identify the areas where captive generators are in operation and take extra precautionary measures before taking up works in such areas.

D. S. Nelson,  
Member (Distribution)

Memo. No. SE/RE/G/6057—2/87 (Technical Branch) dated 29—8—1987.

Sub : Installation generators including portable generators by consumers—Safety precautions, approval for installation etc—Further orders—Issued.

Ref : Memo. No. SE/RE/G/C. 6057/87/dated 13—5—87.

Further to the instructions issued in memo cited, the standard procedure for according approval and permitting the consumers to install captive generators shall be as below :-

- (i) Every consumer desirous of installing captive generators (including portable generators) shall apply to the Assistant Divisional Engineer/O&M concerned requesting permission of Board for installing the generator duly indicating the name plate details of the generator procured by him viz. make, serial number, capacity, voltage, phase and date of manufacturing and in case of second hand generators, the available details.
- (ii) On receipt of application a consent letter as per format (Annexure-I) enclosed shall be issued by the competent authority which will contain the conditions set out therein.
- (iii) The installation should be inspected by the Section Officer concerned only on receipt of clearance from the Chief Electrical Inspector to Government and before actually permitting the consumer to utilise the generator. A test report should also be taken.
- (iv) For the above inspection an inspection fee on the same scale as is being collected (then and there) for inspection of such services under rule 46 should be collected in advance.

(2) As per para 2 (ii), of the memo. cited survey is to be conducted in all urban and semi-urban areas and list of such installations are to be taken by Assistant Engineers/Junior Engineers/Operation and Maintenance and furnished to the concerned Assistant Divisional Engineers/Operation and Maintenance. In these cases further action is to be taken as per paragraphs (2), (iii) and (iv) of the memo. cited.

Field Officers shall conduct such survey in rural areas also and take similar action as per paras 2 (ii), (iii) and (iv) of the memo cited.

Anti-Power Theft Squads shall also extend their cooperation in identifying unauthorised installation of generators in rural areas also and in ensuring that such unauthorised installations are removed, by issuing proper notices.

3. Receipt of this orders should be acknowledged to Superintending Engineer/Rural Electrification and Improvements (Distribution).

D. S. Nelson  
Member (Distribution)

Encl : Annexure 1.

Encl :

**Annexure—I****FORMAT FOR GIVING CONSENT FOR INSTALLATION OF CAPTIVE GENERATORS  
TAMIL NADU ELECTRICITY BOARD**

From

To

Lr. No.Dated

Sir,

Sub : Elec. — Installation of Diesel Generator/Alternator set—Permission under section 44 of the Electricity (Supply) Act 1948—Consent—Accorded.

Ref : \_\_\_\_\_

Consent is hereby given under section 44 of the Electricity (Supply) Act, 1948 to install No. \_\_\_\_\_ Generator with the details as below :—

Make

S.No.

Capacity

Voltage

Phase

Dt.

Subject to the following conditions :

1. The Generator set should not be utilised to extend power to other premises.
2. The wiring should be done by the licensed Electrical contractor.
3. Either separate wiring should be done for the loads red by the generator,  
or  
A double throw (change over) switch should be provided with adequate earthing,
4. The utilisation of the generator set in the premises will not be permitted without the approval and the safety certificate obtained from the CEIG/Madras.
5. The generator set can be commissioned in the presence of the E.B. officials only, after inspection and taking a test report.

Yours faithfully,

Copy to the CEIG/Madras-600 002  
Copy to the D.E.,  
Copy to the A.D.E.

for kind information.

Memo. No. SE/RE/G/5983—4/87 (Technical Branch) dt. 29—8—1987.

---

Sub : Delegation of powers—Installation of captive generator sets by consumers—  
Granting permission—Delegation of powers to Divisional Engineers/Operation &  
Maintenance—Orders—Issued.

Ref : B.P.Ms. (FB) No. 26 (Techl. Branch) dated 8—1—87.

---

Divisional Engineers/Operation and Maintenance are hereby delegated with powers to grant permission to the consumers for installing captive generator sets (including portable sets) upto 5 KVA.

Ratification of this orders by Board will issue separately.

D. S. Nelson,  
Member (Distribution)

● ● ●

Memo. No. SE/RE/G/6533/1/87, (Technical Branch) Dated 29—8—87.

---

Sub : Metering arrangements in H.T. Services—Norms Communicated—clarifications issued.

Ref : 1. Memo. No. SET / ES / A1 / Control and Metering cubicles/D. 485  
Dated 21—6—86.

2. RCE/D/Madras Lr. No. T1/M/SIR Ice Factory/D. 512/87-1, Dated 4—8—87.

---

As per orders issued in memo. first cited, L.T. metering sets are to be provided for loads upto 200 KVA (for both 11 Kv and 22 Kv) and H.T. metering sets are to be provided for loads above 200 KVA and upto 300 KVA for 11 Kv and for loads above 200 KVA and upto 600 KVA for 22 Kv supply. RMG/Metering and control cubicles are to be provided for higher loads.

In letter second cited, Regional Chief Engineer/Distribution/Madras has requested clarification whether RMGs provided, in H.T. services for loads below 300 KVA at 11 Kv and below 600 KVA at 22 Kv, prior to issue of orders first cited, are to be replaced with L.T. metering sets/H.T. Metering sets.

It is clarified that RMGs/Control and metering cubicles provided in such cases need not be replaced by HT/LT metering sets.

D. S. Nelson  
Member (Distribution)

# Index

## INDEX

<b>Accidents :</b>	Page
Avoidance of accidents due to paralleling of captive generator (installed by consumers) with Board supply or back feeding to Bd's lines—Preventive measures—Orders.	— 688
<b>Accounts :</b>	
Capitalisation of Revenue expenses—Amendments—Ins.	— 660
Custody of Cash and Cheques—Instructions—reiterated.	— 653 & 654
Delay in remittance and transfer of Board's funds—Ins.	— 658
Remittance of E. Tax and Duty—New Head of Account—Communicated.	— 651
<b>Acts &amp; Rules :</b>	
Acts—Land Acquisition (Amendment) Act 1984 (Central Act 68 of 1984) Forms—Standardised forms for "Amendment" and "Errata" to the Notification under Land Acquisition Act—Prescribed—Communicated.	— 672 & 673
The Tamil Nadu Requisitioning and Acquisition of Immovable Property Act 1956—Collectors of districts to perform functions of competent Authority—Govt. orders communicated.	— 671
<b>Advances :</b>	
HBA :	
Allotment of funds for 1987—88 in respect of additional advance to complete the construction.	— 656, 666
Allotment of funds for 1987—88 towards purchase of Ready Built House/Flats.	— 654, 657, 665
Construction of compound wall—Approval of the Plan by Local Authorities—Ins.	— 623
Deviations in Construction of house—Constructed with H.B.A.—Producing of revised plan—clarification raised—Further instructions.	— 638 & 639
Purchase of Ready Built House Flats from the T.N.H.B.—Payments to T.N.H.B.—Further Ins.	— 647
Purchase of Ready Built House/flats allotted by Madras Metropolitan and Development Authority—Ins.	— 641
Sanction of advance for purchase of plot and construction of house thereon—Documents to be submitted with applications—Ins.	— 616
Marriage Advance :	
Certain clarifications raised—Ins.	— 629
Technical Education Advance :	
Reallotment of funds for the year 1987—88.	— 661
<b>Advertisements :</b>	
விளம்பரம்—இந்து பத்திரிகையில் அரசு விளம்பரங்கள் வெளியிடுதல் சம்பந்தமான அறிவுரைகள்—வெளியிடப்படுகின்றன.	— 628
<b>Allowances &amp; Spl. Pays :</b>	
Travelling Allowance :	
Meeting of T. N. E. B. Sports and Games Committee—Sanction of Travelling Allowance and Daily allowance when attending coaching camp of Indian Teams.	— 664
Travel by Second Class Air-conditioned sleeper by Grade I (b) Officers—orders.	— 662

<b>Amenities :</b>	Page
Handloom & Khadi cloth—Credit Sales on salary deduction—not to be encouraged for textile goods.	— 644 & 645
<b>Conduct Regulations :</b>	
Permission to join in the chit fund—Regarding.	— 615
Raising of loan by Board employees—Definition of quantum of " Small Amount"—Clarification.	— 621
<b>Contract &amp; Tenders :</b>	
Extension work in O & M Sections—Payment of contractors bills—Ins.	— 655 & 656
Permanent E.M.D. —Fixing minimum time limit for continuing in the scheme—Amendment to Regulation 2 of Tender Regulations 1985 —Amendment No. 25.	— 653
<b>Delegation of Powers :</b>	
To ADEs for sanction of estimates for extension and improvements— Powers enhanced from Rs. 5000/- to 25,000/-	— 684 & 685
To CEs and SEs for sanction of stock estimates for manufacturing of PSC/RCC poles—Enhanced Powers.	— 682
To Collectors of all districts to perform the functions of the Competent authority under the Tamil Nadu Requisitioning and Acquisition of Immovable Property Act, 1956 (Tamil Nadu Act XLII of 1956), for the areas comprised in their respective districts.	— 671
To DEs/Operation to grant permission for installation of captive generator sets by consumers.	— 690
To DEs and ADEs for checkmeasurement of materials.	— 666 & 667
To RCEs for sanctioning the estimates for forming of new RCC poles casting yards.	— 681
<b>Disciplinary Proceedings &amp; Regulations :</b>	
Disciplinary Proceedings cases—Furnishing copies of statement and original complaint petition to the delinquents—Reg.	— 632
<b>Electricity :</b>	
Accidents :	
Avoidance of accidents due to paralleling of captive generator (installed by consumers) with Board supply or back feeding to Bd's lines—Preventive measures—Orders.	— 688
Agricultural Arrears :	
Collection under 1 + 1 formula—levy of B.P.S.C. and Collection of instalment payment.	— 667 to 669
Collection of Belated Payment Surcharge/Interest on instalments relating to arrears of current consumption charges paid under 1 + 1 formula.	— 664
Committee :	
Safety committee for various Power Stations—constituted.	— 633 to 638
Consumers grievances :	
Consumers grievances—conducting of public hearing—Ch.'s ins.	— 682
Energisation of Agl. Pumpsets :	
Energisation of Agricultural Pumpsets—Ins.	— 674
Equipments :	
Equipments sent for repairs—Follow up—Ch.'s ins.	— 681
Extension of Supply :	
Extension of Electricity Supply—overlooking of priority because of injunctions granted by Courts—Ins.	— 687

**Elecy. (Contd.)**

Page

**Land Acquisition :**

The Tamil Nadu Requisitioning and Acquisition of Immovable property Act 1956—Collectors of districts to perform functions of competent authority—Govt. orders—communicated.

— 671

**Local bodies :**

Arrears due from local bodies—Supply to over-head tanks and other drinking water installation—deferring disconnections upto 30—11—87.

— 687

**Meters :**

Billing of consumption in three phase services with three single phase meters—replacement with three phase meters—further orders.

— 680 &amp; 681

Metering arrangements in H.T. Services—Norms communicated—clarification.

— 690

**Pillar fuse :**

Pillar fuse failures—Analysis Tong Test readings—Reg.

— 679

**Portable generator :**

Installation of Generator including portable generators by consumers—Safety precautions approval for installation etc.—further orders.

— 688 &amp; 689

**Research & Development :**

Field Problems for study at research wing—Reg.

— 679

**Shifting of services :**

Simplification in maintenance of Accounts—Dispensing the issue of work orders for shifting of service.

— 652

**Tariff & C.C. Charges :**

H.T. Supply—New Industries/Industrially under—developed areas/  
Night shift concessions—Ins.

— 683 &amp; 684

**Terms & Conditions :**

Terms & Conditions of Supply—Termination of Agreements in respect of H.T. & L.T. services and monthly minimum charges for disconnected period—Modification in instructions.

— 685 &amp; 686

**Transformers :**

Condemnation and disposal of unserviceable Power and Distribution Transformers—further ins.

— 674 to 677

**Work Orders :**

Operation of lapsed work orders—Ins

— 657

**Establishment :****Appointment :**

Appointment of part-time members of the Board—Orders

— 630 &amp; 631

Appointment of Thiru K. Krishnaswamy Rao, Chief Engineer as a Member of T.N.E.B.

— 640 &amp; 641

**Assumption of charge :**

Thiru K. Krishnaswamy Rao, assumed charge as Member (Generation) on 31—8—87.

— 649

**Card Billing :**

Bi-monthly system of card billing of energy charges and collection—Settlement with unions of employees of T.N.E.B.  
Implementation Orders.

— Annexure I

**Change in designation :**

Redesignating the Accountants categories—Orders.

— 646

Redesignating certain categories of stores staff.

— 647

Redesignating Draughtsman categories—Orders.

— 642 &amp; 643

Redesignating the Store Keeper Grade I & II categories—Orders.

— 643

**Diaries :**

Submission of monthly diaries by S.Es. of Distribution Systems—Further ins—

— 622

**Examinations :**

Tamil Nadu Public Service Commission Special and Departmental Tests—Appointment of examiners—Govt.s' letters communicated.

— 639

**Formation :**

Formation of one more G.C.C. at Salem—Proposal—Approved.

— 625 to 628

**Income Tax :**

Deductions of income tax from Salaries under Sec. 192 of Income Tax—Reg.—

— 659 &amp; 660

**Increments :**

Grant of increments on first day on each quarter—Not counting of ELWA—Fresh clarifications issued.

— 619 to 621

**Estt. (Contd.)**

<b>Pay authorisation :</b>	<b>Page</b>
Class I to IV Services—Provincial and RWE categories—Annual General Continuance of posts for the year 1985-86 and 1986-87—Authorisation for the month of August 1987.	— 648
<b>Posts :</b>	
Class II Service—Creation of posts of Assessment Officers in O & M Systems—Sanctioned.	— 641
Creation of one post of stores controller in the stores cadre—Sanctioned	— 649 & 650
<b>Recruitment :</b>	
Direct recruitment to the post of AE/Electrical—Publication of selected result to the Notice Board.	— 632 & 633
Direct recruitment of 200 candidates for appointment to various initial level posts in RWE—Approved.	— 646
<b>Rotation of staff :</b>	
Rotation of staff from one Seat to another—Not to be implemented during 1987 in respect of O & M distribution systems—Reg.	— 615, 623
<b>Transfers :</b>	
Persons who come to adverse notice—Register of Transfer should be maintained.	— 631
<b>Leave :</b>	
Engrs. of Tamil Nadu Elacy. Board—Grant of leave for starting industries in Tamil Nadu—Rejoining of duty—conditions.	— 642
<b>Medical Attendance :</b>	
Reimbursement of medical expenses—Consultation with Authorised Medical Attendant and purchase of medicines—clarification.	— 618
<b>Office Procedure :</b>	
தமிழ் ஆட்சி மொழிச் செயலாக்க நடவடிக்கை 6/1987. பல்வேறு விடுப்புகளை அனுமதிக்கும் படிவங்களும், ஈட்டிய விடுப்பைப் பணமாக்க ஒப்புவிக்கும் படிவமும் செயல் முறைப்படுத்தப்படுகின்றன	பிற்சேர்க்கை—11.
<b>Pension &amp; Gratuity :</b>	
Pension—Qualifying service—preliminary verifications—further clarification—Govt. letter communicated.	— 629 & 630
<b>Provident Fund :</b>	
Payment of Special Contribution to contributory Provident Fund subscribers under regulation 37, 38 and 39 of TNEB contributory Provident Fund Regulation who retired/expired/resigned during the period 16—9—1982 to 30—6—1986 (both days inclusive)—orders to be kept in abeyance.	— 662 & 663
<b>Restriction &amp; Control :</b>	
New Industries coming up in the small Industries Development Corporation Industrial Estate—Exemption from Power cut—Orders.	— 678
<b>Service Regulations :</b>	
Regulations 92, 94, and 97 Amended (Amendment No. 9/1987)	— 617 & 618
Regulation 92—Amended. (Amendment No. 10/1987)	— 638
<b>Suits &amp; Write :</b>	
Payment of Spl. Contribution to Contributory Provident Fund under regulation 37, 38, and 39 of TNEB CPF Regulations who retired/expired/resigned during the period 16—9—1982 to 30—6—1986 (both days inclusive)—orders to be kept in abeyance.	— 662 & 663
<b>Training :</b>	
Acceptance of nomination of Lineman and Wireman who have already undergone training at "Technical Training Centres"—Ins.	— 624
Supply of Newspapers, Magazines etc., to Cable Jointing Training Centre—Annual expenditure sanctioned.	— 617
Thermal Training Institute/Ennore—conducting of 26 week course on Thermal Engineering for Graduate Engineers—Amendment.	— 619
Training of Section Officers and Superintendents of Board Office in various areas of Board—Reduction in period of training—Orders.	— 624 & 625
<b>Vehicles :</b>	
Checking and improving the mileage of the Board vehicles—Ins.	— 680
Revision of Norms for provision of vehicles—Amendment—Orders.	— 686 & 687

## ANNEXURE TO T.N.E.B. GAZETTE—AUGUST, 1987.

**ELECTRICITY—Bi-monthly System of Card Billing of energy charges and collection—Settlement with Unions of employees of Tamil Nadu Electricity Board—Implementation—Orders Issued.**

B. P. Ms. (FB) No. 74,

(Secretariat Branch)

Dated the 25th August '87.

Aavani 9, Prabhava,  
Thiruvalluvar Aandu, 2018.

Read :

B. P. Ms. (Ch.) No. 450 (SB) dt. 10—12—84.

B. P. Ms. (FB) No. 86 (SB) dt. 24—10—85.

Proceedings No. S3/78855/87 dt. 24—8—87 of the Commissioner of Labour, Madras.

**Proceedings :**

In view of the considerable growth in the number of Services every year and the difficulties experienced in the monthly assessment and monthly collection of current consumption charges, the question of changing over to bi-monthly (once in two months) assessment and collection of current consumption charges in respect of Low Tension Services has been under the consideration of the Tamil Nadu Electricity Board for some time. After holding discussions with the Unions of the employees of the Board, the Board prepared draft proposals on Bi-monthly System on card billing of energy charges and collection and circulated them to the Unions. Discussions with unions of the employees of the Board on this question were held bi-laterally as well as before the Commissioner of Labour, Madras. Conciliation Meetings were held before the Commissioner of Labour, Madras, on the 20th August 1987 and 24th August 1987, and a Settlement was reached and a Memorandum of Settlement under Section 12(3) of the Industrial Disputes Act 1947 was signed on 24th August 1987 by the Representatives of the Tamil Nadu Electricity Board and the Representatives of the following unions before the Commissioner of Labour, Madras :—

- (1) Tamil Nadu Electricity Workers' Federation
- (2) Tamil Nadu Minvaria Anna Thozhilalar Sangam
- (3) Tamil Nadu Minvaria Janata Thozhilalar Sangam
- (4) Tamil Nadu National Electricity Workers' Federation (INTUC)
- (5) Tamil Nadu Electricity Board Workers' Progressive Union
- (6) Agila India Minvariam Kanakkeettalar Matrum Panam Vasulippavargal Sangam
- (7) Tamil Nadu Electricity Board Cashiers' and General Workers' Union
- (8) Engineering Diploma Holders' Association, Tamil Nadu Electricity Board
- (9) Tamil Nadu Electricity Board Card Billing Staff Union
- (10) Tamil Nadu Minvariya Assessors and Podhu Thozhilalar Sangam

A copy of the above mentioned Memorandum of Settlement is appended to this orders.

2. In pursuance of the settlement arrived at before the Commissioner of Labour during conciliation proceedings, Under Section 12(3) of the Industrial Disputes Act, 1947 the Tamil Nadu Electricity Board directs that the Bi-Monthly (once in two months) system of card billing of energy charges and collection as incorporated in the Memorandum of Settlement in the Appendix to this order shall come into force with effect from 1st October 1987.

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

Encl.

(ii)

Encl :

**APPENDIX**

**MEMORANDUM OF SETTLEMENT UNDER SECTION 12(3) OF THE  
INDUSTRIAL DISPUTES ACT, 1947 REACHED BEFORE THE COMMISSIONER OF  
LABOUR, MADRAS—6.**

**Present : Thiru S. Rajasubramanian, I.A.S.,  
Commissioner of Labour.**

**S3/78855/87**

**Dated 24—8—1987.**

**PARTIES TO THE DISPUTE**

**: The Workmen and the management of the  
Tamil Nadu Electricity Board.**

**REPRESENTING THE MANAGEMENT**

- :**
- 1. Thiru Arjunan Gnanaolivu,  
Accounts Member.**
  - 2. Thiru P. Easwaramurthi,  
Secretary.**
  - 3. Thiru D. Krishnamoorthi,  
Chief Engineer (Personnel).**

**REPRESENTING THE WORKMEN**

**: TAMIL NADU ELECTRICITY WORKERS'  
FEDERATION.**

- 1. Thiru V. Ramachandran,  
President.**
- 2. Thiru S. C. Krishnan,  
General Secretary.**
- 3. Thiru S. Muniappan,  
Treasurer.**
- 4. Thiru V. Muthuswamy,  
Branch President,**
- 5. Thiru S. Selvatharasu,  
Vice-President.**
- 6. Thiru K. Pugalendi,  
Branch Secretary.**
- 7. Thiru V. Ganesan,  
Branch Secretary.**
- 8. Thiru R. Perumalswamy,  
Joint Secretary.**

**TAMIL NADU MINVARIA ANNA THOZHILALAR  
SANGAM**

- 1. Thiru J. R. Srinivasan,  
General Secretary.**
- 2. Thiru T. Varadarajan,  
Vice-President.**
- 3. Thiru B. Kuppusamy,  
Treasurer.**
- 4. Thiru A. Kaja Mohideen,  
State Executive Member.**

(iii)

**TAMIL NADU MINVARIA JANATA THOZHILALAR  
SANGAM**

1. Thiru Y. Venkateswaratheekshidar,  
Prdsident.
2. Thiru T. Rathinavelan,  
General Secretary.
3. Thiru S. Elango,  
Vice-President.
4. Thiru P. Devan,  
Treasurer.
5. Thiru S. Parthasarathy,  
Joint Secretary.

**TAMIL NADU NATIONAL ELECTRICITY WORKERS  
FEDERATION (INTUC)**

1. Thiru V. Xavier.  
General Secretary,
2. Thiru D. Ethirajulu.  
Treasurer,
3. Thiru M. Vincent,  
Organising Secretary.

**TAMIL NADU ELECTRICITY BOARD WORKERS  
PROGRESSIVE UNION (LPF)**

1. Thiru S. Rathnasabapathi,  
President.
2. Thiru R. Govindaswamy,  
General Secretary.
3. Thiru B. Jagannathan,  
Deputy General Secretary.
4. Thiru R. Paramasivan,  
Treasurer.
5. Thiru M. Krishnan,  
Vice-President.

**AGILA INDIA MINVARIAM KANAKKETTALAR  
MATTRUM PANAM VASULIPPAVARGAL SANGAM**

1. Thiru M. Kallappan,
2. Thiru T. Ganesan,
3. Thiru T. Nagarajan,
4. Thiru R. Kuppusamy,
5. Thiru S. Paulraj Joseph,
6. Thiru C. Jayaraj,
7. Thiru P. Sukumar.

(iv)

**T.N.E.B. CASHIERS AND GENERAL WORKERS UNION**

1. Thiru S. A. Sundararajan,  
President.
2. Thiru S. R. Subramanian,  
General Secretary.
3. Thiru L. Sriramulu,  
Treasurer.
4. Thiru K. Subramanian,  
State Organiser.
5. Thiru S. Ramakrishnan,  
State Organiser.

**ENGINEERING DIPLOMA HOLDERS ASSOCIATION**

1. Thiru N. Chandrasekaran,  
President.
2. Thiru S. Gandhi,  
General Secretary.
3. Thiru C. Selvaraj,  
Vice-President.

**T.N.E.B. CARD BILLING STAFF UNION**

1. Thiru M. V. Bhoopathy,  
President.
2. Thiru D. Rathinavelu,  
General Secretary.
3. Thiru J. Ramachandran,  
Treasurer.

**TAMIL NADU MINVARIYAM ASSESSORS AND  
PODHU THOZHILALAR SANGAM**

1. Thiru K. Veerasamy,  
General Secretary.
2. Thiru R. Eganathan,  
Treasurer.
3. Thiru A. Elumalai,  
Division Secretary.
1. Assessment-cum-Collection Cadre Staff consisting of Assessors, Inspectors of Assessment, Revenue Supervisors and Special Grade Revenue Supervisors in Operation and Maintenance Systems numbering about 12500.
2. Revenue Accounting Staff consisting of Junior Assistants, Assistants and Accountants in Revenue branches of Operation and Maintenance Systems numbering about 5800.

**NUMBER AND BROAD DESCRIPTION OF THE  
CATEGORIES OF EMPLOYEES COVERED BY  
THE SETTLEMENT.**

**Short Recital of the case :**

WHEREAS a modified System of Card billing of energy charges and collection was brought into force in pursuance of a settlement between the Management of Tamil Nadu Electricity Board and its workmen reached before the Commissioner of Labour, Madras, on 5-12-84 and work allocation and staff pattern in respect of the Assessment-cum-collection cadre staff was agreed upon in the above mentioned settlement.

WHEREAS work allocation and staff pattern in respect of Revenue Accounting Staff in the Revenue Branches of Operation and Maintenance Systems were inter-alia revised by a settlement dated 21-10-85.

WHEREAS in view of the considerable growth in the number of services every year and the difficulties experienced in the monthly assessment and monthly collection of Current Consumption charges, it has become necessary to change over to bi-monthly assessment and collection of current consumption charges in respect of Low Tension Services.

WHEREAS the Management and the unions have been holding discussions to bring about bi-monthly assessment and collection of current consumption charges and consequential revision of work allocation and staff pattern in respect of Assessment and Collection Staff and the Revenue Accounting staff in the Operation and Maintenance Systems without affecting the service conditions of the workmen concerned as per the Settlements referred to above.

WHEREAS the Management in its letter dated 23-7-87 addressed the Commissioner of Labour, Madras, enclosing the draft proposals for making suitable changes to the Settlements dated 5-12-84 and 21-10-85 for the change-over from monthly assessment and collection of current consumption charges to bi-monthly assessment and collection of current consumption charges and sought his good offices for bringing about an amicable settlement.

WHEREAS the copies of such drafts were circulated to the unions.

WHEREAS in a Writ Petition cited by the authorised representative of the Tamil Nadu Electricity Board Accounts and Executive Staff Union (Writ Petition No. 8001 of 1987) observation has been made by the Hon'ble Single Judge, while dismissing the Writ Petition that the points raised in the Writ Petition can be as well raised before the Conciliation Officer during the time of conciliatory talks before him.

AND whereas the points were raised during the Conciliatory talks held on 20-8-87 and after hearing them in detail and after hearing the detailed representations of the other Unions who were invited for Conciliatory talks the following Settlement is reached before me.

**TERMS OF SETTLEMENT :**

1. It is agreed that a bi-monthly (once in two months) system of Card Billing of energy charges and collection as in Annexure-I to the Settlement (which will be treated as part and parcel of the Settlement) will be introduced by the Tamil Nadu Electricity Board with effect from 1st October 1987, replacing the Modified System of Card Billing of energy charges and collection as contained in the Settlement dated 5-12-1984 between the management of the Tamil Nadu Electricity Board and its workmen.

2. Consequent on the introduction of the bi-monthly System of Card Billing of energy charges and collection as in Annexure I, Part-II of the Annexure to the Settlement dated 21-10-1985 relating to work allocation and staff pattern for the Accounting staff in the Revenue Branches of Division Offices in the Operation and Maintenance Systems will be substituted as indicated in Annexure-II to the Settlement (which will also be treated as part and parcel of the Settlement).

3. Simultaneously along with this Settlement, the portions in Settlements dated 5-12-1984 and 21-10-1985 mentioned below shall also be operative;

(i) Paragraphs 18 to 21 of Settlement dated 5-12-1984.

(ii) Parts I and III of the Annexure to the Settlement dated 21-10-1985.

4. (i) Consequent on bi-monthly assessment and collection of current consumption charges in respect of Low Tension Services some Assessors will be rendered surplus. It is agreed that the surplus Assessors will be given allied works.

(ii) Consequent on the revision of work allocation and staff pattern for the Assistants of the Revenue Branch to 1600 effective services/1500 effective services as indicated in Annexure-II, there will be some surplus Assistants. To accommodate these surplus Assistants, as well as surplus

(vi)

Assistants on the date of the Settlement consequent on the earlier revised work allocation with effect from 21-10-1985, it is agreed that the existing posts of Junior Assistants equal to that number will be upgraded to Assistant post upto 31-3-1992. Till 31-3-1992, promotion to Assistant post will be made to vacancies in Assistant post arising due to death, retirement, resignation, etc. as also new sanction of Assistant posts. From 1-4-1992, these upgraded posts will be adjusted against vacancies of Assistants arising for any reason from 1-4-1992.

(iii) It is also agreed that Junior Assistants rendered surplus, if any, consequent on upgradation of Junior Assistant posts as mentioned in Sub-clause (ii) above, as also surplus Junior Assistants on the date of the Settlement consequent on the earlier revised work allocation with effect from 21-10-1985, will be given allied work.

(iv) From 1-10-87 when bi-monthly assessment and collection is introduced, the consumer accounts will be operated on bi-monthly basis accordingly and suitable arrangements for clearance of arrears prior to 1-10-1987 wherever it exists will be made by payment of honorarium as per the Settlement or by utilisation of surplus staff.

**Representing the Management**

**Representing the Workmen**

\* \*

\* \*

\* \*

\* \*

Before me  
Sd/— S. Rajasubramanian  
COMMISSIONER OF LABOUR,  
MADRAS.

**ANNEXURE—I**

**Bi-monthly System of Card Billing of energy charges and Collection :**

1. (i) **Short Title :** This System may be called "The Bi-monthly System of Card Billing of energy charges and Collection".

(ii) **Commencement :** It shall come into force on and from 1st October 1987.

(iii) This System shall be in operation in respect of all the Low Tension services except temporary services and services which are eligible for supply of electricity free of Current Consumption Charges.

(iv) The procedure prescribed in Paras 2 to 10 will not apply in the case of Agricultural Services and the procedures prescribed in Para 12 will apply to Agricultural Services so long as assessment on the basis of Horse Power Continues.

**2. White and Green Meter Cards :**

(i) A white Meter Card with top entries and columns in Tamil for entering date of meter reading, meter reading, consumption of energy, charges, collection etc. will be issued to every consumer and placed in the consumer Box near the Meter Board 'B' Type Box. Relevant clauses in the Terms and conditions of supply will be printed on the reverse side of the White Meter Card. The condition that the service will be disconnected without further notice if the consumer fails to pay the amount noted in the White Meter Card before the expiry of the Notice period of seven days, will be printed in Red prominently in the White Meter Card.

(ii) A Green Meter Card will be maintained by the Assessor. The Green Meter Card will have columns in it for recording the date of meter reading, meter reading, consumption of energy, charges etc.

(iii) The signature of the consumer shall be obtained in the Green Meter Card and the White Meter Card at the time of issue of the White Meter Card to him as a token of his having received the White Meter Card. If the consumer refuses to sign the Green and White Meter Cards, the Assessor shall record the fact of such refusal in the Green and White Meter Card of the concerned Consumer under his initials with date.

**3. Meter Reading and Assessment :**

The Assessor shall enter the date of meter reading, meter reading, consumption of energy, charges etc. in the White Meter Card once in two months. The meter reading shall be taken in the lower multiple of five units as a measure of simplification. The same entries as made in the White

Meter Card shall also be incorporated in the Green Meter Card. The consumers will be grouped into two cycles for assessment in alternate months. Each Assessor will be allotted services for assessment in both the cycles.

**4. Making entries relating to defective Meters etc.**

Defects like nil consumption in a live service, damaged meter glass, breakage or loss of scales in the meter, Meter cut outs, and Meter terminals and also defects which can be detected by ordinary diligence shall be noted in the Remarks columns of the White and Green Meter Cards by the Assessor. The same defects shall also be noted in a Defects Register to be maintained at the Section Office for review and remedial action by the Section Officer.

**5. Issue of Assessment Slip when White Meter Card is not produced :**

If the consumer fails to produce the White Meter Card at the time of Meter reading, the Assessor shall issue an Assessment slip to the consumer to enable him to pay the current consumption charges. The Assessor shall keep a carbon copy for such Assessment slips. The fact of issue of Assessment slip and the particulars contained in it shall be incorporated in the Remarks column of the Green Meter Card by the Assessor. In case the consumer is not able to produce the White Meter Card during Assessment in the next cycle also, then a fresh Card should be issued to such a consumer. The cost of the fresh card shall also be included in the charges payable by the consumer.

**6. Issue of Assessment Slip for Door Locked Services :**

When a consumer leaves his installation connected to the Board main but locks up the meter or otherwise makes it inaccessible for reading by the Assessor, then, for the first occasion of such inaccessibility the consumer shall be assessed provisionally the amount assessed in the previous assessment. An Assessment Slip will be left in the premises by the Assessor. The Assessor shall keep a carbon copy for such Assessment Slip. If the meter remains inaccessible for meter reading and assessment for the succeeding assessment also, then the Assessor shall report the matter to the Section Officer who will issue the 24 Hours Notice to keep open the premises for making assessment failing which the service should be disconnected. However, if the Meter is accessible for reading during the succeeding assessment (after remaining inaccessible for the first occasion), the consumer shall be assessed for the actual consumption less the amount already assessed subject to the minimum charges for both the periods being satisfied. In case the service is not disconnected even after the issue of 24 Hours Notice, the Assessor shall continue to issue Assessment Slip till the service is disconnected.

**7. Assessment of energy charges :**

Meter reading, assessment and its allied works shall be done from 16th to the last day of a month. Every Assessor will be allotted services for assessment to be done in a period of two months. Services should be grouped in two cycles and assessment of a service grouped in a cycle should be done in alternate months. Every month Assessors will do meter reading and assessment from 16th to the last day of the month excluding the last three working days in respect of services grouped in that month for assessment purposes. The services grouped in a month (cycle) for assessment should as far as possible be about half the number of services allotted to an Assessor for assessment for a two month period. The last three working days in each cycle of assessment shall be for preparation of pre receipts Collection Statement (in Triplicate) indicating the amount to be collected from each service duly totalled and for writing Meter Card Registers.

**8. Returning of Green Meter Cards, Transcription in the Meter Card Registers, Preparation of Pre-Receipts and Preparation of Collection Statement.**

(i) The Green Meter Cards shall be returned to the Section Office by the Assessor once in three working days. After completing assessment, the Assessor shall attend the Section Office during the last three working days in the month to prepare the Pre-Receipts, prepare the Collection Statement in triplicate and to transcribe the entries from the Green Meter Cards to the Meter Card Registers to be maintained serial order wise and Distribution-wise in the systems other than Madras Electricity Systems and Section  $\frac{\text{Sector}}{\text{Street}}$  / Service connection-wise in the Madras Electricity Systems. The original of the Collection Statement will be kept by the Assessor. The duplicate will be sent to the Revenue Branch for the work of the Inspector of Assessment. The triplicate copy will be with the Section Officer.

(ii) The Pre-Receipts for the Assessments entered in the Green Meter Cards shall be prepared by the Assessor in duplicate with double side carbon before the 1st of the next month in respect of the services assessed during a month. The Assessor preparing Pre-Receipts shall initial the Pre-Receipts.

The Pre-Receipts and the Collection Statement shall be handed over by the Assessor who did the assessment to the Assessor entrusted with the duty to collect the amounts from the consumers. The collecting Assessor shall affix his full signature with date in the Pre-Receipts as and when he collects the amounts from the consumers. The dates of the amounts collected shall also be recorded in the Collection Statement.

#### **9. Rotation of Assessors :**

The Assessor who attends to the work of meter reading, assessment and allied works from 16th to the last day of a month shall attend to the work of collecting energy charges and allied works from 1st to 15th of the succeeding month. For this purpose, it shall be so arranged by the Section Officer that the Assessor who takes the meter reading of a particular route does not collect the energy charges for the same route, as far as possible. The different routes for the assessment of all the services in the Section shall be determined in advance by the Section Officer. The Assessor shall normally be rotated among the various routes once in a year.

#### **10. Period of collection, period of Notice and disconnection of services for non-payment**

(i) The consumers will be permitted to pay their current consumption charges from 1st to 8th of the succeeding month of assessment.

(ii) In the case of consumers who do not pay their current consumption charges as indicated in (i) above, the period beyond the 8th of the succeeding month upto the 15th of that month will be the period of Notice for disconnecting their services for default in paying their current consumption charges. Payments will also be accepted during the Notice period. If the last day included in the Notice period happens to be a holiday, then the period of Notice will get extended and the last day for payment to avoid disconnection will be the next working day.

(iii) As and when the consumer tenders payment in cash or by Cheque/Draft at the specified collection counter, the Assessor shall receive the amount, issue the Pre-Receipts or receipt for the cheque or Draft and also enter the fact of collection in the White Meter Card presented by the consumer. The Assessor will enter the date of collection also in the Collection Statement.

(iv) The Assessor doing collection work shall also issue separate Receipts in favour of consumers who remit the charges to the Section Officer directly either by Money Order or by Cheque/Draft by post. The Assessor will enter the date of collection also in the Collection Statement.

(v) One of the Assessors doing collection work shall attend to the work of remitting into the Bank the daily collections made in the Section Office.

(vi) A Defaulters list in duplicate shall be prepared and handed over by the Assessor to the Section Officer on the afternoon of the 15th of every month and the disconnections shall be arranged to be effected the next day (i.e.) the 16th of that month. If the period of Notice gets extended as stated in (ii) above, the same Assessor shall continue to receive the current consumption charges from the consumers on the next working day immediately after the extended notice period. A defaulters list in duplicate shall be prepared and handed over by the Assessor to the Section Officer on the afternoon of such collection day. In such circumstances disconnections shall be arranged to be effected on the day following the next working day mentioned in (ii) above, based on the defaulters list furnished by the Assessor after taking into account the amounts collected from the consumers on that day.

In the event of the Assessor attending to collection work on the next working day after the extended notice period as stated above, the number of days in that month for Assessment will get reduced. In such months, the Assessor shall be paid pro-rata wages for the excess over the norms with reference to number of days the assessment, work got postponed.

#### **11. Movement of Meter Card Registers and Postings of debits and credits in the Ledgers :**

(i) The Meter Card Registers shall be sent to the Revenue Branch of the Division Office on the 1st of every month for enabling the Revenue Branch to check the assessment and post entries in the consumers Ledgers. The Meter Card Registers shall be returned to the Section Office on the 8th of every month.

(ii) The Revenue Branch of the Division Office will point out the errors, if any, in the amounts payable by the consumer noted in the Meter Card Registers. The amount payable will be corrected by the Assistants wherever necessary in a separate column in the Meter Card Register itself with proper attestation. An abstract indicating the folio numbers in which the corrections have been made should be shown separately each month at the last folio of the Meter Card Registers by the Assistants in the Revenue Branch. The Sections will be fully responsible for entering the amounts so revised in the Green

(ix)

Meter Cards in the Section Office by the Inspector of Assessment. The Assessor, in turn, shall enter the revised amounts in the White Meter Card of the consumer, as plus or minus in the column "Amount Payable" giving appropriate narration in the 'Remarks' column, at the time of next meter reading.

(iii) The credits will be posted in the Consumers' Ledgers from the Assessors' Remittance Chalang.

## **12. Procedures in respect of Agricultural Services :**

(i) For Agricultural services, an Assessment Card with suitable top entries and columns in Tamil will be issued to every consumer once in three years. Relevant clauses in the Terms and Conditions of supply will be printed on the reverse side of the Assessment Card. The conditions that the service will be disconnected without further notice if the consumer fails to pay the amount noted in the Assessment Card before the expiry of the Notice period of seven days will be printed in Red Prominently in the Assessment Card.

(ii) A Green Meter Card will be maintained by the Assessor for Agricultural Services. The Green Meter Card will have suitable top entries and columns in Tamil.

(iii) The signature of the Agricultural consumer shall be obtained in the Green Meter Card and the Card with the consumer at the time of issue of the card to him as a token of his having received the card. If the consumer refuses to sign the cards the Assessor shall record the fact of such refusal in the Green Meter Card and the card with the consumer under his initials with date.

(iv) The assessment of charges payable by the Agricultural Consumer will be made once in six months for the periods ending with 31st January and 31st July every year. Assessments for the periods ending with 31st January and 31st July shall be done by Assessors while assessing for other services from 16th to the last day in the months of December/January and June/July depending on the half year for which Assessment is done.

Wherever there is any change in the Horse Power of an Agricultural Service, the same will be intimated in writing to Assessor by the Section Officer immediately with the date of change and the Assessor will modify the assessment proportionately for the rest of the half year. Necessary entries will be made to this effect both in the Green Meter Cards and the Assessment Cards with the consumers while assessing the other services in that area in the next month. Even after the change in Assessment, the date of payment will be the same for the period prior to and after the change.

(v) After completing assessment of all the Agricultural Services the Assessor shall prepare in the month of January/July as the case may be depending on the period of assessment, the Pre-Receipts and the Collection Statement for these services in triplicate and transcribe the entries from the Green Meter Cards to the Meter Card Registers to be maintained serial order-wise and Distribution-wise in the systems other than Madras Electricity Systems and Section/<sup>Sector</sup>/<sub>Street</sub>/Services connection-wise in the Madras Electricity Systems. The original of the Collection Statement will be kept by the Assessor. The duplicate will be sent to the Revenue Branch for the work of the Inspector of Assessment. The triplicate copy will be with the Section Officer.

The Pre-Receipts for the services for the assessment entered in the Green Meter Cards shall be prepared by the Assessor in duplicate with double side carbon before the 1st of February/August, as the case may be. The Assessor preparing Pre-Receipts shall initial the Pre-Receipts. The Pre-Receipts and the Collection Statement shall be handed over by the Assessor who did the assessment for the month to the Assessor entrusted with the duty to collect the amounts from the consumers. The collecting Assessor shall affix his full signature with date in the Pre-Receipts as and when he collects the amounts from the consumers. The date of collection of the amounts shall also be recorded in the Collection Statement.

(vi) In respect of the Agricultural Services, the Collection for the period ending with 31st January will commence on 1st February. The collection for the period ending with 31st July will commence on 1st August.

(vii) Apart from the collection of amounts prescribed in Para 12 (vi) above in respect of Agricultural Services, the Assessors should also collect the arrears, if any, accumulated upto 15-9-1984 in instalments of atleast one month earliest arrear every month on or before the last date for payment of current consumption charges relating to the respective cycle, till the arrears are completely cleared.

(viii) Notwithstanding the exclusion of services which are eligible for supply of electricity free of current consumption charges from the scope of this scheme as per para 1 (iii), the arrears, if any, accumulated upto 15-9-1984 in respect of the Agricultural services shall be continued to be

(x)

collected by the Assessors till they are completely cleared. A minimum of atleast one month earliest arrear should be collected every month on or before the last date for payment of current consumption charges.

(ix) The Agricultural consumers will be permitted to pay their current consumption charges upto and inclusive of the 8th of February/8th August depending on the period of consumption to which the assessment relates. Separate Assessors' Remittance chalan shall be used for these collections.

(x) In the case of Agricultural consumers who do not pay their current consumption charges as indicated at (ix) above, the period beyond the 8th February/8th August upto the 15th February/15th August depending on the period of consumption to which the assessment relates, will be the period of notice for disconnecting their services for default in paying their current consumption charges. Payment will be accepted during the notice period also. If the last day included in the Notice period happens to be a holiday, then the period of Notice will get extended and the last day for payment to avoid disconnection will be the next working day.

(xi) A Defaulters List in duplicate in respect of Agricultural Services shall be prepared and handed over by the Assessors to the Section Officer on the afternoon of the 15th February/15th August depending on the period of consumption to which the assessment relates and disconnections will be arranged to be effected the next day i.e. the 16th February/16th August as the case may be. The defaulters list should also include such of the Agricultural consumers mentioned in para 12 (viii) above, if they have defaulted in their payment on the due dates.

If the period of notice gets extended as stated in (x) above, the same Assessor shall continue to receive the current consumption charges from the consumers on the next working day immediately after the extended notice period. A Defaulters list in duplicate shall be prepared and handed over by the Assessor to the Section Officer on the afternoon of such collection day. In such circumstances, disconnections shall be arranged to be effected on the day following the next working day mentioned in (x) above based on the defaulters list furnished by the Assessor after taking into account the amounts collected from the consumers on that day.

In the event of the Assessor attending to collection work on the next working day after the extended notice period as stated above, the number of days in that month for Assessment will get reduced. In such months the Assessor shall be paid pro-rata wages for the excess over the norms with reference to the number of days the assessment work got postponed.

### 13. Work norms for Assessors :

(a) The number of services to be assessed per day by an Assessor shall be as follows :

	No. of services Per day	No. of services in a cycle
(i) <b>Metropolitan :</b> Madras City area	95	950
(ii) <b>Urban :</b> All District Headquarters	90	900
(iii) <b>Semi Urban :</b> Municipalities, Townships, Town Panchayats and Taluk Headquarters	75	750
(iv) <b>Rural :</b> All other Panchayats and Villages etc.	50	500
(v) <b>Hilly areas</b> including hilly areas in Municipal limits and out of the way places like Rameswaram Island	30	300

The norm for the cycle as a whole for each Assessor shall be 10 times the daily norm. Consumers will be grouped into two cycles for assessment in alternate months. Each Assessor will be allocated services in both the cycles for assessment.

(b) Pro-rata wages (Pay plus Dearness Allowance) shall be paid for assessment in excess over the norm for the cycle.

(c) In the cycles having less than ten working days for meter reading and assessment, an Assessor shall be paid pro-rata wages for the excess over norms with reference to the number of working days available in the cycle.

(d) The Agricultural Services will be excluded from the norms mentioned above and treated as excess over the norms for the cycle during the periods of assessment for these Agricultural Services.

**14. Leave Reserve :**

A Leave Reserve of one fifth of the total number of Assessors in a Division will be provided. One Leave Reserve Assessor will be posted in the Section if there are three or more Assessors in that Section and the balance of the Leave Reserve Assessors will be located at Appropriate places. They will be utilised in the Sub-Division or Section Office when not utilised for assessment and collection works.

**15. Work allocation to the Inspectors of Assessment :**

(i) A good percentage of meter reading, assessment and Pre-Receipts has to be checked for accuracy. The consumption pattern has also to be reviewed to ensure correct assessment. The collections made by Assessors have to be checked to ensure correctness of collections, proper remittance has to be arranged and Miscellaneous charges have to be collected. To attend to these items of work, to oversee the work of Assessors and to assist the Section Officer in regard to assessment and collection, two Inspectors of Assessment will be posted to each Section. In sections for which more than six Assessors, excluding the Leave Reserve Assessor, are admissible if monthly assessment is continued, three Inspectors of Assessment will be posted. However, in Sections for which only one Assessor is admissible if monthly assessment is continued, one Inspector of Assessment will be posted:

(ii) The following items of work shall be entrusted to the Inspectors of Assessment posted to the Section Offices :

- |  |                        |
|--|------------------------|
| (a) Field Verification of Meter reading of reconnected services which remained disconnected over a month   | : 100%                 |
| (b) Field Verification of the final reading of the Services remaining disconnected over a month  | : 100%                 |
| (c) Field Verification of the correctness of the assessment of Industrial and commercial services  | : 10%                  |
| (d) Verification from monthly return of new service connection as to whether all the newly connected services have been assessed   | : 100%                 |
| (e) Review of consumption and energy charges as shown in the Green Meter Card  | : 25%<br>(By rotation) |
| (f) Checking of Pre-Receipts with the Green Meter Card   | : 15%                  |
| (g) Verification of all collections made by each Assessor daily with reference to the records. Such verifications, if not made on the same day, shall be made not later than the following day. Discrepancies, if any, in the collections made by Assessors shall be brought to the notice of the Section Officer.   |                        |
| (h) Collection of Current Consumption Charges from the consumers who come for payment before the due dates of payment.   |                        |
| (i) Receiving of any other collections from consumers due to extension of facilities to consumers by the Board from time to time.  |                        |
| (j) Receiving all other collections including charges for Temporary Supply services except collections to be made by Assessors and charges from Hut Services.  |                        |
| (k) Bringing to the notice of the Section Officer defects, if any, noticed during field verification by entering such defects in the Defects Register.   |                        |
| (l) Overseeing the work of Assessors.  |                        |
| (m) Assisting the Section Officer in regard to assessment, collection and matters incidental to it.  |                        |
| (n) Maintaining records for the receipt of collection records like Pre-Receipts, Permanent Receipts, Petty Cash Books, Assessors' Remittance Chalangans etc. and issue the same to the concerned Assessors. The completed Pre-Receipts, Assessors Remittance Chalangans etc. returned by Assessor should be arranged to be sent back to the Revenue Branch of Division Office. |                        |
| (o) Maintaining records for the works done under items (a) to (f).   |                        |

(xii)

(iii) Three Inspectors of Assessment will be posted to each Revenue Branch of the Division Office to attend to the following items of works.

- (a) Receiving from central office, the stationery connected with the assessment and collection of energy charges and also stationery relating to collection of miscellaneous charges and keeping them in safe custody.
- (b) Issue to the Section Offices the Registers and Book relating to collection by Assessors/Inspectors of Assessment in the Section Office after checking the continuity and recording the certificate therefor and maintenance of proper records for this purpose.
- (c) Watching of the return of the completed Assessors' Remittance chalans, Pre-Receipts Books, other Receipt Books and Petty Cash Books issued and checking continuity of each of them.
- (d) Obtaining all the uncollected Pre-Receipts and putting up the same to the Assistant Accounts Officer for review.
- (e) Receipt of Collection Statement from the concerned Assessor, entering of dates of collections in the collection statement from Assessors' Remittance chalans received, watching the weekly progress of collection by the Assessors, maintenance of a Register for this purpose to be put up for review by the Assistant Accounts Officer.
- (f) Maintenance of collection Abstract Register showing Distribution wise collections made by the Assessors in the Systems other than Madras Electricity Systems (Distribution) and Section/<sup>Sector</sup>/<sub>Street</sub> /Service Connection wise in the Madras Electricity Systems (Distribution) and tallying the totals with the ARC Cash Book.
- (g) Maintenance of a Control Register for watching the continuity of Assessors Remittance chalans.

#### **16. Work allocation to the Revenue Supervisor :**

Effective inspection of the work of the Assessors and Inspectors of Assessment has to be done to ensure that proper assessment, collections and remittances are made. Proper co-ordination between the Section Offices and the Revenue Branch of the Division Office is also essential. The Revenue Supervisor will attend to these items of work and assist the Assistant Accounts Officer in-charge of the Revenue Branch of the Division Office in regard to assessment and collection. Three Revenue Supervisors will be posted to each Revenue Branch of the Division Office. In Revenue Branches having more than 26500 services, four Revenue Supervisors will be posted and works relating to receipt and issue of stationery attended to by the Inspectors of Assessment in that Revenue Branch would be allocated to the Revenue Supervisor and he will be assisted by the Inspector of Assessment in the Revenue Branch as per Assistant Accounts Officer's direction.

#### **17. Work allocation to the Special Grade Revenue Supervisor :**

Each system will have one Special Grade Revenue Supervisor posted to the System Office. He will attend to the following works:—

- (i) to examine and submit proposals for sanction of additional Assessors, Inspectors of Assessment and Revenue Supervisors for the entire system.
- (ii) to verify the correctness of the claims made in respect of Pro-rata wages by the Assessors and put up for approval by the Competent Authority.
- (iii) to furnish particulars regarding Card Billing of energy charges and collection whenever required by the Headquarters Office.
- (iv) Surprise Inspection of Collection Centres whenever instructed by Accounts Officer (Revenue)/Deputy Financial Controller/Superintending Engineer.
- (v) to attend to correspondence relating to complaints regarding assessment and collection under instructions from Accounts Officer/Revenue, Deputy Financial Controller/Superintending Engineer.
- (vi) to assist the concerned Officer in all matters relating to Revenue.

#### **18. Passing of Special Test :**

- (i) Assessors appointed after the date of the Settlement should pass Accountancy (Lower Grade) Test for considering their case for promotion to the post of Inspector of Assessment and they will be given an advance increment from the date of passing the Test.

- (ii) Assessors, Inspectors of Assessment, Revenue Supervisors and Special Grade Revenue Supervisors on the date of the Settlement may also pass the Test at their option and they will be given an advance increment from the date of passing the Test.
- (iii) Assessors, Inspectors of Assessment, Revenue Supervisors and Special Grade Revenue Supervisors on the date of the Settlement who had already passed the Test, excepting those who opted from the clerical cadre and had drawn one or more advance increments for passing Tests, will be given an advance increment from the date of the Settlement.

#### **19. Administrative, Disciplinary and Technical Control :**

The Section Officer shall exercise administrative, disciplinary and technical control over the Assessors and Inspectors of Assessment under his control. The Assistant Accounts Officer of the Revenue Branch shall exercise administrative, disciplinary and technical control over the Inspectors of Assessment and Revenue Supervisors under his control. The Assistant Divisional Engineer shall exercise administrative, disciplinary and technical control over the Reserve Assessors under his control. The Accounts Officer (Revenue) of the Operation and Maintenance System shall exercise overall administrative, disciplinary and technical control over the Special Grade Revenue Supervisors.

#### **20. Assessment Allowance to Assessors and Inspectors of Assessment :**

The Assessors will be paid an Assessment Allowance of Rs. 40/- per month in lieu of Cycle Allowance and in lieu of actual expenses for 8 K.Mts. and less. The Inspectors of Assessment posted to the Section Offices will be paid an Assessment Allowance of Rs. 60/- in lieu of Cycle Allowance and in lieu of actual expenses for 8 K. Mts. and less. For Official journeys beyond 8 K.Mts. for which the number of days will be specified in each case, they will be eligible for the Travelling Allowance as per Rules in force from time to time.

The Inspectors of Assessment posted to the Revenue Branch of the Division Office shall be paid an allowance of Rs. 30/-per month.

#### **21. Payment of Actual Expenses for Remittance of Cash :**

Assessor and the escort who accompanies the Assessor for remittance of the collection into the Bank shall each be paid actual expenses as follows :

Less than 0.25 K.M. (By the shortest route)	: NIL
0.25 K.M. and upto 1 K.M.	: Rs. 2
Above 1 K.M. and upto 4 K.Ms.	: Rs. 3
Above 4 K.Ms. and upto 8 K.Ms.	: Rs. 4

#### **22. Taking out Fidelity Guarantee Insurance policies :**

A Fidelity Guarantee Insurance Policy shall be taken by the Board in respect of all Assessors and Inspectors of Assessment.

#### **23. Supply of Identity Cards :**

The Assessors and Inspectors of Assessment will be supplied with Identity Cards.

#### **24. Sanction of Posts :**

The review for sanction of posts in the Assessment-cum-Collection cadre will be carried out before April every year. The review will be done for figures as on 1st January of each year. For the purpose of sanctioning the post of an Assessee, the norm will be double the norm for the cycle prescribed in para 13(a) above. A procedure of sanctioning an additional post of Assessor for services exceeding 75% of the norms and the next post for services exceeding 100% of the norms will be followed for sanction of additional post of Assessee.

#### **25. Working Hours for the Employees in Assessment-cum-Collection Cadre :**

(i) The Assessors and Inspectors of Assessment posted to the Section Office shall observe the following working hours.

8-30 A.M. to 12-30 P.M.  
1-30 P.M. to 3-30 P.M.

(The Collection counter shall be closed at 2-30 P.M.)

(ii) The Revenue Supervisors and the Inspectors of Assessment posted to the Revenue Branch of the Division Office shall observe the working hours of the Division Office in the Distribution Systems.

(iii) The Special Grade Revenue Supervisors shall observe the working hours of the System Office.

### **ANNEXURE—II**

**Work allocation and Staff pattern for Accounting Staff in Revenue Branch of Division Office in Operation and Maintenance Systems.**

There will be one Revenue Branch for each Operation and Maintenance Division. In special cases, where the effective services in the Revenue Branch of a Division are in the range of 35,000 to 45,000, the formation of another Revenue Branch for the Division will be considered. The staff pattern will be as follows:

#### **Accountants :**

Upto 24,000 effective services in the Revenue Branch	—	6
Beyond 24,000 and upto 30,000 effective services in the Revenue Branch	—	7
Beyond 30,000 effective services in the Revenue Branch	—	8

#### **Assistant :**

There will be one Assistant for accounting and allied works for every 1600 effective services, assessed and collected on bi-monthly basis excepting Agricultural Services, which will be increased to 1800 effective services with effect from 1st December 1988. No further revision of this yardstick will be taken up during the ensuing revision of wages and work allocation.

There will be one Assistant for Common works and one Assistant for Cash Book writing in every Revenue Branch.

#### **Junior Assistants :**

There will be three Junior Assistants for Common works for the Revenue Branches having more than 26,500 services and two Junior Assistants for Common Works for the other Revenue Branches.

2. When the number effective services in a Revenue Branch increases by 800/900 over and above 1600/1800 effective services per Assistant (accounting and allied works) during the periods mentioned in clause (1) above, an additional post of Assistant (accounting and allied works) will be sanctioned.

3. Effective services mentioned above will be computed as follows :

(i) From the total number of services in the Revenue Branch :

(A) Services remaining disconnected for a period exceeding three months will be excluded and

(B) Services free of electricity charges will be completely excluded.

(ii) Each Agricultural service with a flat rate levy for which the assessment and collections are made once in six months, will be computed as one fourth of service.

(iii) Each Agricultural Service coming under 1+1 formula of payment or where B.P.S.C. Interest is being collected in instalments will be computed as one service.

4. The allocation of work among the staff will be as under :

#### **Accountant—I :**

Accounting and allied works	—	1 Assistant
Cash Book writing	—	1 Assistant
Common works	—	1 Assistant and 2/1 Jr. Assistants.

#### **Accountant—II :**

Accounting and allied works	—	3 Assistants
Common works	—	1 Junior Assistant

**Accountant—III :**

Issue of R.R. and R.D. Notices, maintenance of consolidated O.S.L., finalisation of para-war remarks and attending to all Court cases.

The balance Assistants (Accounting and allied works) shall be distributed among the other Accountants in the Revenue Branch.

5. The Accountants will attend to the following works :

- (a) Check of assessment entries in the Consumer's Ledgers }
  - i. Initial assessment 100%
  - ii. Other assessment 10%
- (b) The checking of other assessments under (a) (ii) above should be so arranged by rotation that all the assessments in this category are checked once in every 10 months.
- (c) Supervision of the work of Assistants and Junior Assistant under his control.
- (d) All other related works.
- (e) Files regarding staff matters, disciplinary proceedings, Union correspondence and building correspondence, including emanating Circulars shall be dealt with directly by Accountant—I.

6. The work of the Assistants and Junior Assistants in Revenue Branches having more than 26,500 services will be as under.

**Assistants : (accounting and allied works)**

Accounting of assessments, collections, 092 reconciliations and other works in a month shall be for about half the number of services mentioned in para (1) above depending on the number of services for which Assessment and Collections are made and will include the following :

- (i) 096 Security Deposit Ledger-cum-Register maintenance and reconciliation.
- (ii) Review of additional Security Deposit and interest on security deposit—Calculation and allowing interest on Security Deposit.
- (iii) Furnishing Information for statistical and Return purposes for compilation.
- (iv) All correspondence relating to his seat, including furnishing reply to Audit Notes and Inspection Reports, pertaining to his seat.
- (v) Maintenance of outstanding ledger.
- (vi) Preparation of para-war remarks for the Court Cases relating to his seat.
- (vii) All other related works.

For Agricultural Services separate Consumer Ledgers shall be maintained by each Assistant (accounting and allied works).

**Assistant :** (Cash Book) PCB Cash Book

**Assistant :** (Common Works) :

- (i) Bank Reconciliation and maintenance of Remittance Register (Assessor/Bank-wise).
- (ii) Encashment and disbursement.
- (iii) Temporary Advance and imprest.
- (iv) Recoveries and remittances and maintenance of Amanath and connected registers and records relating to all the above works.
- (v) Preparation of Pay Bills in respect of Regular Work Establishment and contingency staff.
- (vi) Consolidation of reply to Audit Notes and Inspection Reports [and Co-ordination with Audit parties and Inspection parties.
- (vii) Board Bonds and other Securities.
- (viii) All other related works.

**Junior Assistant-I (Common Works) :**

- (i) Tools and Plants
- (ii) Budget
- (iii) Revenue circulars communication and maintenance
- (iv) All other related works.

**Junior Assistant-II :**

- (i) 092 BSL Schedule
- (ii) Monthly Accounts
- (iii) Local Purchase, Stationery and Stamp Account
- (iv) Agreement completion and maintenance of Scheme Register
- (v) All other related works.

**Junior Assistant-III :**

- (i) Maintenance of Test Report Register for the entire Revenue Branch.
- (ii) Demand, Collection and Balance Consolidation.
- (iii) 096 Security Deposit Ledger maintenance, Trial Balance and reconciliation schedule etc., for entire Revenue Branch.
- (iv) Consolidation of all Returns and consolidation of all statistics and other information for the Revenue Branch.
- (v) Temporary supply—Assessment and closing of account for the entire Revenue Branch.
- (vi) All other related works.

7. The work of the Assistants in Revenue Branches having 26500 services or less will be same as that mentioned in para 6 above. However, the work of Junior Assistants in such Revenue Branches will be as under :

**Junior Assistant-I :**

- (i) 092 B.S.L. Schedule.
- (ii) Monthly accounts and Budget.
- (iii) Local purchase, stationery and stamp account.
- (iv) Agreement completion and Maintenance of Scheme Register.
- (v) Tools and Plant.
- (vi) All other related works.

**Junior Assistant-II :**

- (i) Maintenance of Test Report Register for the entire Revenue Branch.
- (ii) Demand, Collection and Balance consolidation.
- (iii) 096 Security Deposit Ledger maintenance, Trial Balance and reconciliation schedule etc., for entire Revenue Branch.
- (iv) Consolidation of all Returns and consolidation of all statistics and other information for the Revenue Branch.
- (v) Temporary supply Assessment and closing of account for the entire Revenue Branch.
- (vi) Revenue circulars communication and maintenance.
- (vii) All other related works.

8. On the Assistants (Accounting and allied works) going on leave for more than a month, the services of such vacant posts and also the services in excess over yardstick will be redistributed among the existing Assistants (Accounting and allied works) in the Revenue Branch. For the Assistants attending to additional services, an honorarium of 40 paise per service will be paid for the service pertaining to leave vacancies and an honorarium of 50 paise per service will be paid for the services in excess over yardstick.

9. The Review for sanction of posts will be carried out before April every year. The review will be done for figures as on 1st January of each year.

தமிழ் ஆட்சிமொழிச் செயலாக்க நடவடிக்கை எண். 6/87.

குறிப்பாணை எண். 110207/83/தவ/நிகி/87-1, நாள் 21-8-87.

பொருள் : தமிழ் ஆட்சிமொழிச் செயலாக்கம்—பல்வேறு விடுப்புகளை அனுமதிக்கும் படிவமும், ஈட்டிய விடுப்பைப் பணமாக்க ஒப்புவிக்க அனுமதி வழங்கும் குறிப்பாணைப் படிவங்களின் தமிழாக்கமும்—செயல்முறைப்படுத்த விடுக்கப்படுகின்றன.

தமிழ் ஆட்சிமொழிச் செயலாக்கத்தின் அடுத்த நடவடிக்கையாக தமிழாக்கம் செய்யப்பட்ட எல்லா விடுப்புகளையும் அனுமதிக்கும் குறிப்பாணைப் படிவமும், ஈட்டிய விடுப்பைப் பணமாக்க ஒப்புவிக்க அனுமதி அளிக்கும் குறிப்பாணைப் படிவமும் இத்துடன் இணைக்கப்படுகின்றன. முதலாவது இரண்டாவது பணித் தொகுதி அலுவலர்களைத் தவிர ஏனைய பணியாளர் அனைவருக்கும் இனி இவற்றையே பயன்படுத்த வேண்டும் என்று எல்லா அலுவலர்களும் கேட்டுக் கொள்ளப்படுகிறார்கள்.

(வாரியத் தலைவரது ஆணைப்படி)

இணைப்புகளுடன் :

பொ. ஈசுவரமூர்த்தி  
செயலாளர்.

இணைப்பு : 1

தமிழ்நாடு மின்சார வாரியம்

.....அலுவலகம்

குறிப்பாணை எண்.....நாள் .....

பொருள் : பணியமைப்பு—.....அலுவலகம்—  
திரு/திருமதி/செல்வி.....(பெயரும் வகிக்கும்  
பதவியும்)க்கு.....விடுப்பு அனுமதிக்கப்படுகிறது.

பார்வை : .....நாளிட்ட திரு/திருமதி/செல்வி.....ன்  
விண்ணப்பம்.

1. தமிழ் நாடு மின்சார வாரியத்தின் விடுப்புகளுக்கான விதித் தொகுப்புகளின் (எல் ரெகுலேஷன்ஸ்)/எழுத்துத் துறையல்லாத பணியாளர்களுக்கான நிலை ஆணைகளின் கீழ் திரு/திருமதி/செல்வி.....(பெயரும் வகிக்கும் பதவியும், அலுவலகத்தின் பெயரும்)க்குக்கீழே குறிக்கப்பட்டுள்ள விடுப்பு வழங்கப்படுகிறது.

விடுப்பின் தன்மை

விடுப்பு காலம்

- |  |   |                                |
|--|---|--------------------------------|
| (அ) ஈட்டிய விடுப்பு  | — | .....முதல்.....வரை.....நாட்கள் |
| (ஆ) சொந்தப் பணிகளுக்கான ஈட்டா விடுப்பு. (எல் ஆன் பிரைவேட் அபோஸ்) | — | .....முதல்.....வரை.....நாட்கள் |
| (இ) மருத்துவச் சான்றிதழின் பேரிலான ஈட்டா விடுப்பு (யு.சு. எல்.)  | — | .....முதல்.....வரை.....நாட்கள் |
| (ஈ) ஊதியமற்ற விடுப்பு (ஈ.ஒ.எல்.)                                 | — | .....முதல்.....வரை.....நாட்கள் |

(உ) சிறப்பு இயலாமை விடுப்பு (ஸ்பெஷல் டிஸ்பென்சி வீவ்)	—	.....முதல்.....வரை.....நாட்கள்
(ஊ) மகப்பேறு விடுப்பு (மெடர்னிடி வீவ்)	—	.....முதல்.....வரை.....நாட்கள்
(எ) கல்வி விடுப்பு (ஸ்டடி வீவ்)	—	.....முதல்.....வரை.....நாட்கள்
(ஏ) குடும்ப நல சிகிச்சைக்கான விடுப்பு (மருத்துவச் சான்றிதழின் பேரில். அவசியம் எனில் இந்த விடுப்பின் தன்மையைக் குறிப்பிடுக)	—	.....முதல்.....வரை.....நாட்கள்

2. விடுப்பு முடிந்த பிறகு மீண்டும் இவர் அதே பதவியில்.....அலுவலகத்தில்  
அமர்த்தப்படுகிறார் அல்லது..... (அலுவலகம் அல்லது பிரிவைக் குறிப்பிடுக)க்கு மாற்றப்  
படுகிறார்.

3. இவர் விடுப்பில் செல்லாமல் இருந்திருந்தால் தனது நிலை பேரில்லா (அபிஷியேடிங்  
இன் தி சேம் போஸ்ட்) அதே பதவியிலேயே பணிபுரிந்திருப்பார் என்று சான்றளிக்கப்படுகிறது.

4. விடுப்புக் காலத்தில் வீட்டு வாடகைப் படியையும், நகர ஈட்டுப்படியையும், அகவிலைப்  
படியையும் பெற இவர் அனுமதிக்கப்படுகிறார்.

இவ்வாண்டில் இவர்.....ஆவது முறையாக எடுக்கும் ஈட்டிய  
விடுப்பாகும் இது என்பது இவருக்குத் தெரிவிக்கப்படுகிறது.

.....  
அனுமதிக்க உரிமை பெற்ற அலுவலரது  
பெயரும் வகிக்கும் பதவியும்.

பெறுநர் :

திரு/திருமதி/செல்வி.....

.....

நகல் பெறுவோர் :

சம்பளப் பட்டியல தயாரிக்கும் பிரிவு.

(உத்தரவின்படி அனுப்பப்படுகிறது)

பிரிவு அலுவலர் அல்லது கண்காணிப்பாளர்  
அல்லது கணக்கரின் கையொப்பம்/  
பதவிப் பெயர்.

பின் குறிப்பு :

அலுவலகத்திற்கு ஏற்பவும் சில மாறுபட்ட இனங்களுக்கு ஏற்பவும் உரிய மாற்றங்களைச்  
செய்து கொடுக்க, தேவையில்லாதவற்றை நீக்கி விடுக.

இணைப்பு:—2

தமிழ் நாடு மின்சார வாரியம்

.....அலுவலகம்

குறிப்பாணை எண்.....நாள்.....

பொருள் : பணியமைப்பு.....ஆம் வகுப்புப் பணியாளர்—சட்டிய விடுப்பை பணமாக்க ஒப்புவிக்க அனுமதி வழங்கல்.

பார்வை : திரு.....(வகிக்கும் பதவியின் பெயர்)  
.....நாளிட்ட விண்ணப்பம்.

29—5—1974 நாளிட்ட மின் வாரிய நிலை ஆணை எண். 837ல் விடுக்கப்பட்டுள்ள ஆணைக்கு ஏற்ப.....அலுவலகத்தில்.....  
.....(வகிக்கும் பதவி) ஆகப் பணியாற்றும் திரு.....  
சட்டிய விடுப்பு நாட்களைக் கீழ்க் குறிப்பிட்டவாறு ஒப்புவிக்கவும், இதற்குரிய படிகள் உட்பட விடுப்புச் சம்பளத்தையும் பெற அனுமதிக்கப்படுகிறார்.

தொடர் எண்.	பணியாளரின் பெயர் வகிக்கும் பதவி	கடைசியாக ஒப்புவிப்பைப் பயன்படுத்திக் கொண்ட நாள்	..... அன்று கணக்கில் இருந்த சட்டிய விடுப்பு நாட்கள்	..... அன்று கணக்கில் உள்ள மீதி சட்டிய விடுப்பு நாட்கள்
---------------	------------------------------------	--	--	---

.....  
அனுமதிக்க உரிமை பெற்ற அலுவலரின்  
பெயரும் அவர் வகிக்கும் பதவியும்.

பெறுநர் :

திரு.....

தகல் பெறுவோர் :

சம்பளப் பட்டியல் தயாரிக்கும் பிரிவு,

(உத்தரவின்படி அனுப்பப்படுகிறது)

பிரிவு அலுவலர் :

(அல்)

கண்காணிப்பாளர் :

(அல்)

கணக்கர் :

பின் குறிப்பு :

அலுவலகத்திற்கு, விதிகளுக்கு ஏற்ப உரிய மாற்றங்களைச் செய்து கொள்க.