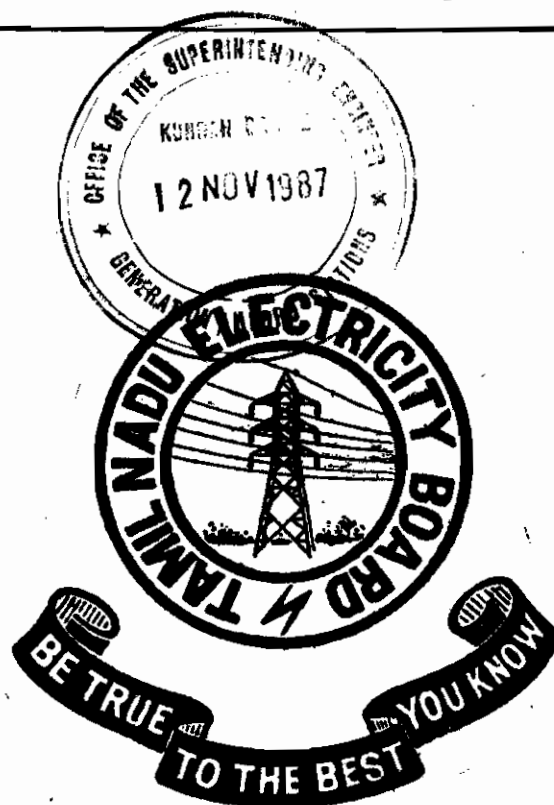


# TAMIL NADU ELECTRICITY BOARD GAZETTE

Vol. VI

SEPTEMBER 1987

No. 9



## STEP-UP TRANSFORMERS

What makes it that all around  
Danger and grief and darkness lie,  
If but within our bosom's bound  
We hold a bright unsullied sky.

—Emily Bronte.

Seeing the fall of Man as a celestial banana skin joke makes everything comprehensible.

—Malcolm Muggeridge.

I would never have anyone adopt my mode of living on any account ... I desire that there be as many different persons in the world as possible.

—Thoreau.

There are years which are filled with life; there are years empty of life.

—From the Talmud.

The value of a great book lies in the demands it makes on you, in addition to whatever the reader can learn or absorb with ease. Reading is a means of thinking with another person's mind; it forces you to stretch your own. When you are reading a book by a great mind, you have to stand on tip-toe, so to speak, to grasp the whole of what the person is saying. You must adjust the language of your own thoughts to those of the writer. Inevitably, you find your grasp of the language and the quality of thoughts developed permanently.

—Charles Scribner.

Love all God's creation, the whole and every grain of sand in it. Love every leaf, every ray of God's light. Love the animals, love the plants, love everything. If you love everything, you will perceive the divine mystery in things. Once you perceive it, you will begin to comprehend it better every day. And you will come at last to love the whole world with an all-embracing love.

—Dostoyevsky.

Your living is determined not so much by what life brings to you as by the attitude you bring to life; not so much by what happens to you as by the way your mind looks at what happens. Circumstances and situations do colour life, but you have been given the mind to choose what the colour will be.

—John Horner Miller.

Never fear being alone, because you never are.

—Rod McKuen.

jnaapakam hi saastram na thu kaarakam.

[Sastras only reveal; they never command.]

—Sankara.

## *From the Chairman's desk:*

The 15th of September was the birthday of the great engineer-administrator Mokshagundam Visweswarayya and was celebrated in many parts of India as Engineers' Day. Visweswarayya was a great engineer, a true professional, one who stood for a certain excellence. But he was also something far more than these. He sought to employ his technical expertise to engineer the economy of a whole region. He was a comprehensivist. He belonged to a rare breed of what may be described as 'humanist-engineers'.

Being an expert in our chosen profession, be it engineering or medicine or law or any other, may suffice if our sole concern is to be a commercial success, make a name for ourselves, earn a lot of money or wield a great deal of influence. But we do not discharge our debt to society that way. Or, if we claim we have, that was purely incidental. In his Franklin Lecture in the Sciences and Humanities (1969) at Auburn University (USA), James R. Killian Jr., Chairman of the Corporation of the Massachusetts Institute of Technology spoke of the need for engineers, while achieving a mastery of their speciality, also to acquire "the capacity and motivation to use and shape technology as a powerful humanistic instrument for enhancing the quality of our society as well as its material advance, for helping to solve the social problems of our time, and for directing technology towards aesthetic and moral objectives."

It is science and technology that have primarily been responsible for making our civilisation what it is today. But even after hundreds of years of spectacular growth, we have not solved the two most basic problems of this planet, food for all and shelter for all. Further, the erratic and indiscriminate use of technology has bred a whole host of new problems, caused the rapid depletion of our natural resources, many of which are scarce or irreplaceable, accumulated wastes, particularly non-biodegradable wastes, and polluted our land, air and water. Also, we have been witnessing the abuse of science and technology for wholly destructive purposes to satisfy the cravings of the beast in man.

Against this background, the scientist and the engineer who are concerned with the well-being and health of society have a great responsibility to discharge. It is not enough if they are highly competent professionally; they should also have the vision and the yearning to use their tremendous skills to enhance the quality of life of man.

Society also should make this possible by a re-orientation of its value systems, by giving our scientists and engineers much greater recognition than they get today. John Gardner made a valid point when he wrote: "An excellent plumber is infinitely more admirable than an incompetent philosopher. The society which scorns excellence in plumbing because plumbing is a humble activity and tolerates shoddiness in philosophy because it is an exalted activity will have neither good plumbing nor good philosophy. Neither its pipes nor its theories will hold water". Society also has to take note of the relevance and significance of the field of activity. The engineer who deserves greater recognition and support is not the one who constructs a many-splendoured skyscraper but the one who designs and executes effective soil conservation works.

It is a disturbing thought that in times of peace, generally, science and technology have received little encouragement. Curiously enough, a good many of the innovations that have come to improve our lives are really the result of war-inspired stimulus or a fall-out from war efforts. Whether it be agricultural tractors and bulldozers or the electronic marvels or the wonder drugs or the nuclear potential for generation of electricity, all have their origins in the needs of war. It is time we recast our priorities and make research for peaceful purposes attractive and possible by itself.

Apart from the low motivation for scientific and technological research in times of peace, much of the research done is also irrelevant. In his *Advice To A Young Scientist*, Peter Medawar refers to Lord Zuckerman who, as an example of worthless research work, "invented the cruelly apt but not ridiculously far-fetched example of a young zoology graduate who has decided to try and find out why 36 percent of sea urchin eggs have a tiny little black spot on them". But this example should set us thinking.

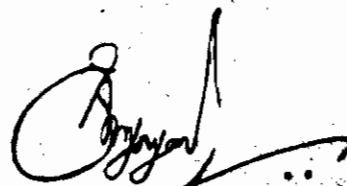
Is exploring the surface of the moon very different from research on the colouration of sea urchin eggs? Both are of little relevance in terms of the needs of humanity in the foreseeable future. It is easy for us to make fun of the misguided student of zoology, but we lack the courage to question the wisdom of utilising enormous resources for research on space when we need all that money and all that talent for finding solutions to the many pressing problems on the surface of this planet. Why this dichotomy in our attitudes? Because sea urchins are humble organisms while space is an exalted concept. Not very different from our attitude towards plumbers and philosophers.

Let us, therefore, devote ourselves to the categorical imperatives of the present, take up areas of growth which are of immediate concern to the mass of humanity, consider innovations that will make life a little more bearable for the suffering millions, and render this earth a little better place to live on for us and for the generations that are yet to come.

Take, for instance, our present specifications and techniques for civil constructions which contribute to a great deal of waste of scarce materials, push up costs and make ordinary living accommodation something beyond the reach of vast numbers of people. This issue was highlighted more than half a century ago by Buckminster Fuller, the American engineer and futurist. When Fuller retired from the Navy in 1922, he found something odd in the construction techniques followed on land. In the Navy, in the construction of a ship, every ounce of metal used had a purpose, every inch of space had a use. Otherwise, the ship might not float with ease. So also in the construction of aircrafts. But, Fuller wondered, why should not similar economies be observed in construction on land. That led Fuller, who once described himself as an "explorer in comprehensive anticipation design", to design and construct the geodesic dome, a tetrahedron enclosing the maximum of space and using the minimum of materials. It was used for factories in the 1950s and for houses in the 1960s. Though it did not become very popular, Buckminster Fuller had made his point. Even today, when steel, cement and timber are all so scarce, and sufficient funds hard to come by, the huge waste that goes on unchecked in the specification and construction of our civil works is appalling. Is it not possible for our engineers to explore ways of cutting down this waste and enable greater economies in our construction work? The ambition of providing everyone with a roof over his head can never be fulfilled by pumping in more and more of money. Enough of funds cannot be found for this unless, side by side, there is a revolution in our construction techniques. Then alone we can spare ourselves the shameful sight, even forty years after independence, of human beings living in subhuman conditions in hovels and on pavements.

Many more of such examples can be cited. We want engineers who can design and manufacture energy efficient motors and machinery so that the colossal waste of precious energy can be checked. We want engineers who can design and execute competent systems that will beneficially re-cycle or re-use the vast quantities of waste that are accumulating on earth in one form or the other. We want engineers who can inter-connect our river systems so that we do not have this unfortunate spectacle, year after year, of floods in one part of the country and drought in another part.

True, these are not all problems that can be tackled by engineers in isolation. They have to contend with short-sighted politicians and obstructive bureaucrats and paucity of finance and many other problems. But are they themselves making the kind of effort really needed? I doubt. Let expertise in engineering be mixed with dreams and idealism.



(B. Vijayaraghavan)

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# News & Notes

## PART—I

### News & Notes

#### I. Generation Particulars :

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

	September '87	July—September '87
	(Figs. in M.U.)	
1. Ennore	188.199	504.484
2. Tuticorin	288.010	934.060
3. Mettur	65.290	194.060
<b>TNEB Thermal</b>	<b>541.499</b>	<b>1632.604</b>
4. Neyveli TS I	210.670	662.427
5. Neyveli TS II	190.922	493.269
6. Kalpakkam	222.721	696.436
7. Relief from NTPC	—	—
8. Hydro Generation	140.332	471.167
9. Net Export to Kerala	(—) 70.338	(—) 162.760
10. Net Export to Karnataka	(—) 4.518	(—) 13.818
11. Net Import from Andhra	2.368	2.368
12. Import from Manali	0.174	0.420
13. Wind farm	0.097	0.470
<b>Net TNEB consumption</b>	<b>1233.927</b>	<b>3782.583</b>

#### II. Hydro Inflows :

The hydro inflows in September 1987 were only 185 m. u. as against 204 m. u. last year and as against the ten year average of 318 m.u. The inflows during the period from June to September '87 due to South West monsoon were only 889 m.u. as against the ten year average of 2368 m.u. and the last year inflows of 2364 m.u.

#### III. Storage Position :

The storage position in the various reservoirs as on 1—10—87 when compared to the storage as on 1—10—86 was as follows:—

	As on 1—10—86	As on 1—10—87	Difference
1. Nilgiris	1088.66	469.00	(—) 619.66
2. Periyar	41.41	25.96	(—) 15.45
3. Papanasam & Servalar	9.09	4.68	(—) 4.41
4. PAP group	171.77	81.32	(—) 90.45
5. Kodayar	42.42	34.60	(—) 7.92
6. Suruliyar	13.27	11.13	(—) 2.14
7. Total excl. Mettur	1366.62	626.59	(—) 740.03
8. Mettur	47.77	14.89	(—) 32.88
9. Total including Mettur	1414.39	641.48	(—) 772.91

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

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

Unit	Generation in M.U.	Plant Load Factor %
I	18.04	11.93
II	137.56	90.98
III	132.41	87.57
Station	288.01	63.49

Unit I was under shut down for annual maintenance works from 31—8—87 to 25—9—87.

**(ii) Ennore:**

Ennore generated 188.199 m.u. with a Plant Load Factor of 58.09%. The unit-wise break-up is as follows:—

Unit	Generation in M.U.	Plant Load Factor %
I	33.887	78.44
II	34.746	80.43
III	49.725	62.78
IV	46.695	58.96
V	23.146	29.22
Station	188.199	58.09

Unit V was under shut down from 27—6—87 to 13—9—87 for annual maintenance works.

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

The auxillary consumption and oil consumption at Tuticorin and Ennore during September '87 were as follows:—

	Tuticorin	Ennore
Auxillary consumption (%)	8.2	13.0
Oil consumption (ML/unit)	5.06	4.75

**VI. Training:**

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

(i) Training Programme on Fire Fighting and First Aid was conducted for 25 personnel of High Rise Building from 21—9—87 to 26—9—87 at Staff Training College.

(ii) Executive Development Programme for Senior Divisional Engineers was conducted at Anna Institute of Management, Madras from 14—9—87 to 25—9—87.

(iii) Institutional Training for 20 students (B.A. Corporate Secretaryship) of Anna Adarsh College for Women, Anna Nagar was conducted from 28—9—87.

**VII. Meetings:**

(i) The Tamil Nadu Electricity Board Consultative Council met on 19—9—87.

(ii) The Permanent Consultancy Cell met on 26—9—87.

The following are the details of posts created/upgraded/abolished, during the month of September 1987

P. Easwaramurthi,  
Secretary.

**Posts Created**

Sl. No. (1)	Details of Board's orders (2)	Name of the system (3)	Name of the post (4)	No. of posts (5)	Purpose (6)	Remarks (7)
1.	B.P.Ms. (Ch) No. 509 (Adm. Br.) dt. 1-9-87	E.T.P.S.	<b>Cl. I Service :</b> S.E./Civil E.E./Civil <b>Cl. II Service :</b> A.E.E./Civil <b>Cl. III Service :</b> Steno-typist <b>Cl. IV Service :</b> Office Helper	1 1 1 1 2	For attending to Betterment and Improvement works at ETPS besides other Civil Maintenance works at ETPS & BBPH	Upto 30-11-87 from the date of utilisation
2.	B.P.Ms. (Ch) No. 513 (Adm. Br.) dt. 7-9-87	G.C.C./Madras G.C.C./Trichy G.C.C./Madurai G.C.C./CBE G.C.C./Salem	C.H.D. —do— —do— —do— —do—	1 1 1 1 1	For attending considerable estimate works exist in G.C.Cs.	
3.	B.P.Ms. (Ch) No. 518 (Adm. Br.) dt. 8-9-87	M.E.S. (D)/North	<b>Cl. II Service :</b> A.E./J.E. I Gr. <b>Cl. III Service :</b> R.W.E. F.M.I. Gr. Line Insp. Lineman A.C.I. Comm. Asst. Wireman Helper	7 14 1 19 2 10 51 54	Review of work-load as on 1-1-87 for R.W.E. posts and Sections	Upto 31-3-88 from the date of utilisation
4.	B.P.Ms. (Ch) No. 519 (Adm. Br.) dt. 8-9-87	Spl. Officer Project	Driver	1	—	—
5.	B.P.Ms. (Ch) No. 521 (Adm. Br.) dt. 9-9-87	Kamarajar Elec. System	A.E./J.E./E/I Gr. J.E. II Gr. Line Insp. Elacn. I Gr. Lineman	1 4 1 1 5	For 110 KVSS (Non-Grid) at Kariapatti	Upto 30-9-88 from the date of utilisation
6.	B.P. Ms. (Ch) No. 529 (Adm. Br.) dt. 11-9-87	Vellore E.S./West	<b>Cl. II Service :</b> A.E./J.E. I Gr. <b>Cl. III Service :</b> J.E. (E) II Gr. R.W.E. <b>Cl. III Service :</b> Line Insp. Elec. Lineman Comm. Asst. <b>Cl. IV Service :</b> Helper S.W.-cum-Gardener	1 4 1 1 1 1 2 1	For manning 110 KVSS (Non-Grid) at Vinnamangalam	Upto 31-5-88 from the date of utilisation
7.	B.P.Ms. (Ch) No. 530 (Adm. Br.) dt. 11-9-87	S.E./Civil Thermal II	Assistant	1	For attending to the Establishment works	
8.	B.P. Ms. (Ch) No. 538 (Adm. Br.) dt. 15-9-87	Chingleput E.S./North	A.D.E./Development & P.R.O.	1	To attend to Development works	Upto 31-3-88 from the date of utilisation



(1)	(2)	(3)	(4)	(5)	(6)	(7)
9.	B.P.Ms. (Ch) No. 543 (Adm. Br.) dt. 17-9-87	M.E.S. (D)/ North	<b>Cl. III Service :</b> Assessor Insp. of Assessment Rev. Supervisor	8 2 1	Addl. post of card billing and Assessment staff as per workload as on 1-4-87	Upto 31-3-88 from the date of utilisation
10.	B.P.Ms. (Ch) No. 544 (Adm. Br.) dt. 17-9-87	M.E.S.(D)/ North	A.E./J.E./El II Gr. (For Maintenance) A.E./J.E./El. I Gr. (For Operation)	1 4	For O & M of 110 KV SS at Padi	—do—
11.	B.P.Ms. (Ch.) No. 545 (Adm. Br.) dt. 17-9-87	M.E.S. (D)/ Central	S.B.O. Helper	12 12	For mainten- ance of 33/11 KVSS at Arumbakkam Maduravoil and Chetpet	—do—
12.	B.P. Ms. (Ch) No. 546 (Adm. Br.) dt. 17-9-87	M.E.S. (D)/ North.	S.B.O. Helper	4 4	33/11 KV SS at Stanely	—do—
13.	B.P. Ms. (Ch) No. 566 (Adm Br.) dt. 19-9-87	T.T.P.P.	Jr. Chemist	8	For joint samp- ling of coal at Haldia and Paradeep port	Upto 30-11-87 from the date of utilisation
14.	B.P. Ms. (Ch) No. 568 (Adm. Br.) dt. 21-9-87.	C.E./ Planning	A.D.E. A.E./Elecl. D'man.	1 2 1	To attend to the monitoring cell works	Upto 29-2-88
15.	B.P. Ms. (Ch) No. 590 (Adm. Br.) dt. 25-9-87	Madurai E.S.	S.B.O. Helper	4 4	For 33 KV SS at Thumma- kundu	Upto 31-7-88
16.	B.P. Ms. (Ch) No. 597 (Adm. Br.) dt. 29-9-87	Madurai E.S. Anna E.S. Kamarajar E.S. Ramnad E.S. Kanyakumari E.S. Chidambaranar E.S. T'veli, Kattabomman E.S.	Asst. Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor	9 9 5 5 6 5 6 5 4 4 6 4 8 7	Due to Bi- monthly card billing system	Upto 31-7-88 Upto 30-9-88 Upto 30-9-88 —do— Upto 31-10-88 —do— —do—
17.	B.P. Ms. (Ch) No. 598 (Adm. Br.) dt. 29-9-87	T'malai. E.S. Vellore/East and West D'puri. E.S.	Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor	6 7 10 10 5 9	Due to Bi- monthly card billing system.	Upto 30-4-88 Upto 31-5-88 Upto 30-6-88 from the date of utilisation

(1)	(2)	(3)	(4)	(5)	(6)	(7)
18.	B.P. Ms. (Ch) No. 599 (Adm. Br.) dt. 29-9-87	M.E.S. (D)/ South M.E.S. (D)/ North M.E.S. (D)/ Central Chingleput E.S./ South Chingleput E.S./North	Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor	7 7 7 6 8 10 3 5 5 3	Due to Bi-monthly card billing system	Upto 31-3-88 from the date of utilisation
19.	B.P. Ms. (Ch) No. 600 (Adm. Br.) dt. 29-9-87	Salem E.S. Udumalpet E.S. CBE. E.S./S. CBE. E.S./N. Mettur E.S. Periyar E.S.	Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor	6 6 7 7 6 6 5 4 7 6 7 10	—do—	
20.	B.P. Ms. (Ch) No. 601 (Adm. Br.) dt. 29-9-87	S.A.E.S./South S.A.E.S./North Trichy E.S./ South Trichy E.S./ North Thanjavur E.S./ East Thanjavur E.S. West Pudukkottai E.S.	Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor Assistant Rev. Supervisor	6 6 5 1 7 5 5 5 4 4 5 5 2 2	—do—	Upto 30-4-88 —do— Upto 31-5-88 Upto 31-7-88 from the date of utilisation Upto 31-10-88
21.	B.P. Ms. (Ch) No. 610 (Adm. Br.) dt. 30-9-87	C.E./R&D	Driver	1	—	—
22.	B.P. Ms. (Ch) No. 611 (Adm. Br.) dt. 30-9-87	C.E. Planning	Driver	1	—	—
23.	B.P. Ms. (FB) No. 79 (Adm. Br.) dt. 26-9-87	M.T.P.P.	A.A.O. P.A. S.O. Stores Supr. Stores custodian I Gr. Accts. Supr. Assistant Junior Assistant Typist Steno typist	1 1 1 1 2 4 16 3 4 4	For establishment and maintenance of Accts. for Unit I & II	

**Posts Upgraded**

Sl. No. (1)	Details of Boards Orders (2)	Name of the Office (3)	Name of the post (4)	No. of posts (5)	Purpose (6)	Purpose for which the posts were upgraded (7)
1.	B.P.Ms. (Ch.) No. 528 (Adm.) dt. 9-9-87	S.E./Stores Inspection	Stores Officer	2	—	Stores Supervisor Upgraded as Stores Officer (Upto 29-2-88 from the date of utilisation

**Posts Abolished**

Sl. No. (1)	Details of Board's orders (2)	Name of the system (3)	Name of the post (4)	No. of posts (5)
1.	B.P. Ms. (Ch) No. 513 (Adm.) dt. 7-9-87	G.C.C./Madras G.C.C./Trichy G.C.C./CBE G.C.C./Salem G.C.C./Madurai	Draughtsman I Gr. —do— —do— —do— —do—	1 1 1 1 1
2.	B.P. Ms. (Ch) No. 518 (Adm.) dt. 8-9-87	M.E.S. (D)/North	J.E. II Gr. Line Inspector	1 2
3.	B.P. Ms. (Ch) No. 521 (Adm.) dt. 9-9-87	Kamarajar Elacy. System	S.B.O. Helper	4 2
4.	B.P. Ms. (Ch) No. 549 (Adm.) dt. 17-9-87	L.M.H.E.P.	Foreman I Gr. Foreman II Gr. Lorry Driver Syrang II Gr. Fitter II Gr. Helper	1 2 1 3 2 4
5.	B.P. Ms. (Ch) No. 563 (Adm.) dt. 18-9-87	K.P.S.H.E.P.	Road Roller Driver Syrang II Gr. Carpenter II Gr. Transport Cleaner Watchman Helper	1 2 1 1 1 1
6.	B.P. Ms. (Ch) No. 565 (Adm.) dt. 18-9-87	K.P.S.H.E.P.	Spl. Gr. F. M. F. M. I Gr. Sr. Mechanic Operator Maistry II Gr. Mechanic III Gr. Syrang II Gr. TTHV Driver Lorry Driver Fitter II Gr. Timekeeper II Gr. Stone Cutter Helper Sanitary worker	1 2 1 1 1 2 3 1 2 2 1 3 1

(1)	(2)	(3)	(4)	(5)
7.	B.P. Ms. (Ch) No. 370 (Sectt.) dt. 26-9-87	Board Office/ Sectt. Branch	A.D.E. A.E. (Elect.) D'man III Gr.	1 2 1
8.	B.P. Ms. (Ch) No. 598 (Adm.) dt. 29-9-87	<b>Vellore Region</b> T'malai E.S. Vellore E.S. D'puri E.S.	Jr. Assistant —do— —do—	4 7 1
9.	B. P. Ms. (Ch) No. 599 (Adm.) dt. 29-9-87.	M.E.S. (D)/South M.E.S. (D)/North M.E.S. (D)/Central Chingleput E.S./South Chingleput E.S./North	Jr. Asst. —do— —do— —do— Rev. Supr. Jr. Asst.	1 3 3 1 2 5
10.	B. P. Ms. (Ch) No. 600 (Adm.) dt. 29-9-87.	Salem E.S. Udumalpet E.S. CBE./South CBE./North Mettur E.S. Periyar E.S.	Jr. Asst. —do— —do— —do— —do— —do—	2 5 3 2 4 2
11.	B. P. Ms. (Ch.) No. 601 (Adm.) dt. 29-9-87.	S.A.E.S./South S.A.E.S./North Trichy E.S./South Trichy E.S./South Thanjavur E.S. West	Jr. Asst. —do— —do— —do— —do—	4 3 5 3 1
12.	C. E./PI's M. No. 127225 B1 (4) (Adm.) 87-1, dt. 28-9-87.	S. E./Civil/Hydel	Typist	1
13.	B.P. Ms. (Ch) No. 602 (Adm.) dt. 30-9-87.	S. E./Planning	A.D.E./El.	1
14.	B. P. Ms. (Ch.) No. 604 (Adm.) dt. 30-9-87.	S. E./Hydro Project/El.	Spl. Gr. F.M. Foreman II Gr. (abolition w.e.f. 31-10-87)	1 2

# GENERAL ADMN. & SERVICES

## PART—II

### General Administration & Services

ESTABLISHMENT—Tamil Nadu Electricity Board—Review and Revision of Terms and Conditions of supply of Electricity—Thiru E. S. Narayanan, Chief Engineer (Retired)—Appointment as Consultant on lumpsum remuneration—Orders—Issued.

B. P. Ms. (FB) No. 81.

(Secretariat Branch)

Dated 1—9—1987.

Aavani 16, Prabhava,  
Thiruvalluvar Aandu, 2018.

#### Proceedings :

The Board has taken up a review and revision of the Terms and Conditions of supply of electricity since the existing Terms and Conditions have, over the last ten years, through periodic accretions, become extremely complex and confused. It is therefore considered necessary to appoint on a full time basis a person who has adequate experience in the Electricity Board's distribution work and has also the necessary aptitude and expertise in the drafting of such rules and regulations.

2. The Tamil Nadu Electricity Board hereby appoints Thiru E. S. Narayanan, Retired Chief Engineer of the Board as Consultant for a period of two months on a lumpsum remuneration of Rs. 5,000/- (Rupees Five thousand only) with effect from the date of taking charge to attend to the work of review and revision of the Terms and Conditions of supply of Electricity. He should undertake the Revision and give his final suggestions within the stipulated period of two months.

3. The Remuneration which will be paid to him after he presents his final report will be treated as honorarium and will be debitable to "Revenue Expenses—76. Administration and General Expenses—76-123 Consultancy Charges".

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

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Establishment—Thiru R. S. Venkataraman, Chief Engineer/ Hydro Projects—Continuance of Re-employment—Orders—Issued.

B.P. Ms. (FB) No. 89

(Secretariat Branch)

Dated 1—9—1987.

Aavani 16, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

B.P. Ms. (FB) No. 89 (S.B.) Dated : 17—9—1986.

#### Proceedings :

The Tamil Nadu Electricity Board hereby directs that Thiru R. S. Venkataraman, Chief Engineer/ Hydro Projects be re-employed as Chief Engineer/Hydro Projects for a further period of one year with effect from 1—10—1987 under the existing terms of Re-employment.

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

ESTABLISHMENT—Tamil Nadu Electricity Board—Preservation of Personal File—Time limit fixed—Further Instructions—Issued.

B. P. Ms. (Ch.) No. 342

(Secretariat Branch)

Dated 1—9—87.  
Aavani 16, Prabhava,  
Thiruvalluvar Aandu, 2018.

Read :—

B. P. Ms. (Ch.) No. 137, (Secretariat) dt. 30—4—85.

### Proceedings :

In continuation of the orders issued in the Board's Proceedings cited, the following further instructions regarding preservation of Personal Files are issued :—

- (i) The Personal Files of employees who retire on attaining the age of superannuation shall be destroyed after two years from the date of superannuation.
- (ii) The Personal Files of employees who retire voluntarily, shall be retained till the date of their superannuation i.e. normal date of retirement.
- (iii) The Personal Files of employees who are compulsorily retired, should be retained till the expiry of the appeal time and the appeal is disposed of, if appeal preferred. However, if the employees so compulsorily retired seeks the remedy through court of law, his Personal File should be retained till the disposal of the case/writ/appeal by the court.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

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Letter No. 37359/N1/87—1, (Secretariat Branch) dated 2—9—1987.

Sub : Pension—Payment of provisional pension and gratuity—Orders of Government—Communicated.

Ref : Form Govt. Finance (Pension) Department G.O. Ms. No. 525, dt. 15—6—87.

In continuation to Board's Lr. No. 29655/N1/87—1, dt. 12—6—1987, I am to communicate a copy of the G.O. Ms. No. 525, dt. 15—6—87. I am to re-iterate that the retiring employees of the Board should receive full pensionary benefits on the dates of their retirement. If delay in issuing orders for final sanction is unavoidable, at least the benefits of provisional pension and provisional Death-cum-Retirement Gratuity should be allowed in such cases as prescribed in the Pension Rules.

2. Receipt of this letter should be acknowledged.

P. Easwaramurthi,  
Secretary.

Encl :

Copy Of G. O. Ms. No. 525 Finance (Pension) Department Dated the 15th June 1987.

Payment of provisional pension/Death—cum—Retirement Gratuity—Orders Issued.

Read :

1. G. O. Ms. No. 1227, Finance (Pension) dated 19—11—85.
2. Government Lr. No. 35529/Pen/86. Finance dated 7—1—87.
3. From the Government of India, O. M. No. 38/9/87  
P&PW Dept. of Pension and Pensioners' Welfare dt. 23—1—87.

Order :

The Tamil Nadu Pension Rules, 1978 provide for advance action to be taken by the Head of Office and the Audit Officer to ensure that the amount of pension and Death—cum—Retirement Gratuity due to a retired Government Servant is assessed well in time and the Pension Payment Order issued not

later than 15 days in advance of the date of retirement. In cases where Pension and Death—cum—Retirement Gratuity cannot be settled as contemplated above, the pension rules provide for the payment of provisional pension not exceeding the maximum admissible by the Departmental Officer (both in the case of Gazetted and Non-Gazetted Government Servants) without authorisation from the audit officer from the date of retirement till final pension is sanctioned and Pension Payment Order issued by the Audit Officer. Similarly full Death-cum-Retirement Gratuity in the case of Non-Gazetted Government servants and Death-Cum-Retirement Gratuity not exceeding 80% of the admissible figure in the case of Gazetted Government servants can also be sanctioned under Pension Rules. If the Head of Office/Head of the Department is of the opinion that the Government servant is likely to retire before his pension or gratuity or both can be finally assessed and settled in accordance with the relevant rules, he shall take expeditious steps to sanction upto 100% pension as provisional pension (both in the case of Gazetted and Non-Gazetted Government servants) and upto 100% of gratuity in the case of Non-Gazetted Government servants and 80% gratuity in the case of gazetted Government servants.

2. Of late, instances have come to the notice of the Government that provisional pension and provisional gratuity are not being sanctioned by the Heads of Offices/Heads of Departments as provided for in the Rules/Government orders. This is causing a great deal of avoidable hardship to retiring employees.

3. Government have taken a serious view of these complaints that provisions of the statutory rules are not being observed. Heads of Offices/Heads of Departments are advised to ensure that there is no occasion for complaints in future from the retiring employees and to follow the prescribed procedure. Accountability in this regard will rest with the Head of the Office/Head of the department concerned.

4. If any State Government employee on retirement is not sanctioned provisional pension and provisional Death-Cum-Retirement Gratuity, pending a final determination of his/her pension and Death-cum-Retirement Gratuity and issue of Pension Payment Order, he/she may send a complaint to the Personnel and Administrative Reforms (PGC) department for taking immediate action. The Government would like to ensure that retiring employees **should on their retirement normally receive the final sanction of pensionary benefits**. If delay in issuing a final Pension Payment Order is unavoidable, at least the benefits of provisional pension and provisional Death-cum-Retirement Gratuity should be allowed as prescribed in the Pension Rules.

5. These instructions do not apply to cases falling under Rule 9 of Tamil Nadu Pension Rules, 1978.

6. All Heads of Departments/Departments of Secretariat are requested to bring the contents of this order to the notice of all concerned for strict compliance.

(By Order of the Governor)

C. Ramachandran,  
Commissioner and Secretary to Govt.

(True Copy)

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Memo. No. 7585/DTS/A6/86—70 (Adm. Br.) Dated 2—9—87.

Sub : Stipendiary Apprenticeship Training Technician—Trainees (Diploma holders in Electrical and Electronics)—Utilisation as Testers—Orders issued—Cancelled.

Ref : (1) This Office Memo. 7585/DTS/A6/86—55, dated 26—6—87.

(2) From the SE/Periyar Elec. System Lr. No. Adm. I/F. Paid Appr./C9524/87, dated 14—7—87.

The System Superintending Engineers were requested to utilise the services of apprentices as Testers in MRT sections for a period of 3 months in order to meet the shortage of Testers vide this Office memo. under reference 1 cited.

The Superintending Engineer/Periyar Electricity System/Erode in his letter under reference has pointed out some legal implications stating that the trainees could not be produced in the courts as Board side witness in theft of energy cases as they are not regular Board employees. Further, as per

B. P. Ms. (Ch.) No. 7 Accounts Branch, dated 18-2-86, the testers who are authorised to test the meters and calibrate the meters, should attest the test records of the meters and these Records are liable to be produced in courts.

Under the above circumstances and in view of the legal implications the orders issued in this Office Memo. cited (1) to utilise the apprentices as Testers in MRT Sections for 3 months in their respective systems are hereby cancelled.

D. Krishnamoorthi,  
Chief Engineer (Personnel)

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Ch's. Memo. No. 099579-R3-1/87-1 (Adm. Br.), dt. 5-9-1987.

Sub : Recruitment—Employment assistance to the dependants of employees who die in harness and to families displaced on account of acquisition of lands for Construction of Projects—Members of family eligible for employment—Orders—Issued:

- Ref : 1. B. P. Ms. (FB) No. 21, dated 7-6-83.  
2. B. P. Ms. No. 24 Sectt. Branch, dated 10-1-80.  
3. B. P. Ms. (Ch.) No. 411 Adm. Branch, dated 22-7-83.  
4. Sectt. Branch Memo. No. 22027-P1-80-2, dated 4-11-80 read with Memorandum (Permanent) No. 84521-P1/82-1, dated 21-3-83.

With reference to the orders in the B. P. first cited, in cases where an employee of the Board dies in harness, a dependant of his is considered for employment in the Board subject to the conditions prescribed. Similar assistance is also given to one person from a family displaced on account of acquisition of land for the establishment of a Project by the Board with reference to the orders in the B. P. second cited.

2. The term "member of the family eligible for assistance" has been defined in Annexure II to the B. P. third cited and in the Memo. fourth cited as wife/husband/son/unmarried daughter/legally adopted son or unmarried daughter. Since the extension of the concession to "adopted" children has given scope for abuses it is hereby ordered that the concession shall be available, in the case of children, only to natural born son or natural born unmarried daughter and **not** to adopted children.

3. The following amendments shall be made in the Annexures to B. P. Ms. (Ch.) No. 411 (Adm. Branch) dated 22-7-83 :—

- (i) In **Annexure-I**, after Item II—"Particulars about the dependant applicant", the following shall be added:  
"Note—Only wife/husband/natural born son/natural born unmarried daughter of the deceased employee are eligible. Adopted children are not eligible".
- (ii) In **Annexure-II**, the following shall be substituted for the present Note:  
"Note—"Only wife/husband/natural born son/natural born unmarried daughter of the deceased employee are eligible. Adopted children are not eligible."

4. Clause (vi) of para 1 of Memorandum No. 22027-P1/80-2 dated 4-11-80 shall be substituted as follows:

"Appointments shall be given to the land owner or his/her/wife/husband/natural born son/natural born unmarried daughter. Adopted children are not eligible for this concession."

B. Vijayaraghavan,  
Chairman.



Memorandum (Permanent) No. 62644/N2/85-4, (Secretariat Branch) dated the 9th September 1987

Sub : Medical Attendance Rules—Admissibility of Medical Reimbursement claims for employed wife of employee of Tamil Nadu Electricity Board—Acceptance of Joint declaration—Clarification—Issued.

Ref : From the Superintending Engineer/Trichy Elec. System/South Lr. No. SE/TES/S/Ty/Adm. 3/A1/MRI/C. 107/85, dt. 9-10-85.

According to item 1 of the instructions in Board's Memo. No. 72754/P2/81-2, dt. 12-4-82 a joint declaration in the prescribed form as to who will prefer the claim for re-imbursement of medical expenses incurred in connection with the treatment of their children and respective dependants shall be obtained from both husband and wife in duplicate in case both are employed under the Tamil Nadu Electricity Board or one of them is employed under Tamil Nadu Electricity Board and the other under some other body from whom he or she is entitled to claim any medical benefit. A copy of each declaration shall be recorded in the Service Books of the respective employees.

2. It is clarified that in this context that the term "respective dependants" will not include the spouse of an employee who is employed and covered under any other medical benefit scheme but would include only the mother, father etc. of the employees who are solely dependant on the employee and not covered under any other Medical Benefit Scheme.

3. Therefore the declaration furnished by a Board employee including the spouse as dependant who is also employed and is eligible for reimbursement under some other Medical Benefit Scheme should not be accepted for purposes of medical reimbursement.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

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Memo. No. 51205/241/IR. 2 (2)/Admn. Br./87-10 Dt. 9-9-1987.

Sub : ESTABLISHMENT—Regular Work Establishment workmen—Transfer from one System/Circle to another System/Circle—Movement to Selection Grade—Clarificatory Orders—Issued.

Ref : B.P. Ms. (Ch.) No. 66 (Adm. Br.) dt. 1-2-1985.

It has been represented that in the case of Regular Work Establishment workmen who were transferred from one Circle/System to another, their services in the previous category are not counted for movement to selection grade though orders were issued in B.P. cited that the inter-se-seniority of such transferred workmen shall be with reference to their date of entry into the category.

2. In this connection, the attention of the Superintending Engineers is invited to para-9 of the said B.P. wherein instructions have been issued that for the purpose of movement to Selection Grade, the service rendered in the Systems/Circles/Offices in the same time scale of pay shall be taken into account only if such service is reckoned for the purpose of fixation of seniority for promotion in the present Systems/Circles/Offices.

3. In view of the above orders, wherever the inter-se-seniority of the Regular Work Establishment workmen transferred from one System/Circle to another System/Circle is fixed with reference to the date of entry in the category as per para-4 (1) of the said B.P. and if such service is reckoned for the purpose of fixation of seniority, the same service in that category shall also be reckoned for purpose of movement to Selection Grade.

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Memo. No. 117775/725/C3-1/87-1, (Adm. Br.) Dated 9—9—1987 as amended in Memo. No. 117775/725/C3—1/87—2 Adm. dt. 29—9—87.

Sub : ESTABLISHMENT—Class III Service—Operation and Maintenance Systems—Bi-monthly system of Card Billing of Energy charges and collection—Posting of Assistants, Junior Assistants and Assessors.

- Ref : 1. Memo. No. 088190-(502)/C3/86-1 dated 27—6—1986.  
 2. Memo. No. 088190-(502)/C3/86-4 dated 7—8—1986.  
 3. Memo. No. 088190-(502)/C3 (2) 86-73 dated 28—1—1987.  
 4. Memo. No. 034854/10/C3/2/87-1 dated 19—3—1987.  
 5. Memo. No. 034854/10/C. 3 (2)/87-3 dated 29—5—1987.  
 6. B.P. Ms. (FB) No. 74 (Secretariat Branch) dated 25—8—1987.

In terms of the B.P. last cited above, Bi-monthly system of Card Billing of energy charges and collection has been introduced with effect from 1—10—1987. The staff as required under the new system have to be in position in time for implementation of the new system. Accordingly, the following instructions are issued :

(i) The requirement of Assessors for each Division (including Leave Reserve) in terms of the B.P. last cited above, on the basis of services other than Agricultural services as on 31—8—1987, should be worked out immediately and the requirement allotted to each Section.

(ii) If the existing number of Assessors in a Section is more than the requirement of Assessors as worked out in para (i) above, the surplus Assessor(s) should be retained in the same Section. However, if in a Section the existing number of Assessors is less than the requirement of Assessors as worked out in para (i) above, the surplus Assessor(s) (Category junior-most in the Section) from the nearby Sections should be posted to this Section. While transferring Assessors in this manner, the request transfers should be first taken into account without insisting on the condition of two years stay in a Station.

(iii) The requirement of Assistants for each Revenue Branch should be worked out with reference to the B.P. last cited above (1600 effective services per Assistant and an additional Assistant for Cash Book writing) on the basis of effective services as on 31—8—1987.

(iv) In Circular Memo. No. 117827/332/S4/A2/Adm. Br./87-1, dated 8—9—1987 the Superintending Engineers of O&M Systems have been asked to work out the surplus Assistants in the System as a whole as on 30—9—1987. As the surplus Assistants would be posted in Junior Assistants vacancies, to be temporarily upgraded as Assistant as per B.P. last cited above till 1—4—1992, the surplus ultimately will only be in the Junior Assistants category. After taking into account the Junior Assistants temporarily deputed as Assessors and are now to be posted back as Junior Assistants and working out the number of surplus Junior Assistants in the System as per Circular Memo dated 8—9—1987 referred to above, the surplus Junior Assistants (category junior-most in the System) should be indentified in each System and retained in the same station. Wherever such category junior-most Junior Assistants are Junior Assistants deputed as Assessors and are to be brought back as Junior Assistants, they should be accommodated in the nearest vacancies of Junior Assistants, the category senior among them being given preference for the nearest vacancy. Other Junior Assistants who are deputed as Assessors and are to be brought back as Junior Assistants should also be posted in the same manner.

(v) Assistants who are at present posted in Junior Assistant vacancies should be posted to vacant Assistants posts, the category senior-most in the System being posted to these vacancies. While transferring the Assistants in this manner, the request transfers should be first taken into account without insisting on the condition of two years stay in a Station and thereafter the surplus Assistants in particular offices should be transferred on the basis of station seniority. For accommodation in the nearest vacant posts of Assistant, the category senior-most among them should be given preference.

(vi) The Junior Assistants who are not on deputation as Assessors and who were shifted within the System as per Memos first and second cited in order to accommodate surplus Assistants in Junior Assistant vacancies, should be posted back to their previous Stations if they want such a posting, provided there are vacancies of Junior Assistants in the previous Stations. The category senior-most should be given preference in these postings.

2. While making all these postings, **no Assistant should be posted against the Junior Assistant posts in the Revenue Branches.** The surplus Assistants in other offices, other than the Assistants to be posted to vacant Assistant posts, should be posted in the Junior Assistant vacancies in the same offices.

3. Except to the extent of making postings mentioned above, no other postings should be done by transferring out the existing incumbents.

4. All the above postings should be done taking into account the posts and vacancies as on 30-9-1987 as per Circular Memo dated 8-9-1987 referred to above, and the postings should be completed by 10-10-1987.

5. All the postings mentioned above should be done within the System and no inter-System transfer should be done at present.

6. As a result of these postings, there may be some surplus Assistants in some offices, whereas there may be vacancies of Junior Assistant in other offices. A detailed report on this position, as well as the surplus Assessors and Junior Assistants in the System as a whole should be sent to Chief Engineer/Personnel by 31-10-1987 so that inter-System transfer of Assessors and Junior Assistants can be considered.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer/Personnel.

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Letter No. 52284-G2/87-1, (Secretariat Branch) Dated the 10th September 1987.

Sub: Telephones—Government telephones provided to Tamil Nadu Electricity Board and Vice Versa—Recovery of annual rent—Instruction of Government—Communicated.

Ref: Govt. Lr. No. 56844/87-1 Public (Telephones-I) Deptt. dated 18-8-87.

I am to forward a copy of the Government's letter dt. 18-8-87 under reference and request you to follow the instructions contained therein.

P. Easwaramurthi,  
Secretary.

Encl:

Copy of letter No. 56844/87-1, dated 18-8-1987, from Joint Secretary to Government, Public (Telephones-I) Department, addressed to the Chairman, Managing Directors of all Undertakings under the control of Government of Tamil Nadu.

Sub: Telephones—Government telephones provided to Undertakings, etc., and vice versa—Recovery of annual rent—Instructions.

As per the instructions issued in D. O. Lr. No. 30788/84-3, Public (Telephones I) Department dated 7-8-84, whenever Government Officers are transferred from Government Department to Public Sector Undertakings and from the Public Sector Undertakings to Government Departments, the officers are permitted to utilise the same telephones and the bills are settled by the respective Departments or Undertakings. Normally, the Madras Telephones claims the advance rent in the telephone bills for future periods and those charges have to be settled along with the metered call charges. It is seen that some of the Undertakings are addressing the Departments of Secretariat for reimbursement of rental charges i.e., advance rent paid by the Undertakings, whereas Government Departments are not claiming for any such reimbursement of the advance rent paid by them. The rental charges for the telephones whether it is paid by the Government Departments or by the Undertakings are all met from State funds and reimbursement of the charges by the Government Departments/Undertakings are not necessary.

2. I am directed to request that the above instructions may be followed and reimbursement of rental charges need not be insisted upon in future.

(True copy)

Memorandum No. 20008—E1/87-15, (Secretariat Branch) dated the 10th September 1987.

Sub : LOANS AND ADVANCES—House Building Advance—Allotment of funds for sanction of House Building Advance for purchase of Ready Built House/Flat by the employees of the Board for the applications received upto 30—9—1987 — Instructions—Issued.

Ref : (i) Board's Memo. No. 17198—E1/87-2, dt. 11—5—87.

(ii) Board's Memo, No. 20008—E1/87-7, dt. 16—7—87.

In continuation of Board's memos cited the Sanctioning Authorities of House Building Advance are informed that in case of purchase of Ready Built House/Flat, the applications received upto 30—9—1987 which are in complete shape may be considered and sanction orders issued. A copy of sanction orders should be sent along with the requisition for allotment of funds for the same. The requisition for allotment of funds for Ready Built House/Flat without enclosing the copy of sanction orders will not be considered for allotment of funds.

2. Receipt of this memorandum should be acknowledged.

P. Easwaramurthi,  
Secretary.

Memorandum No. 150309/182/S6(3)/86-10 (Administrative Branch) dated 10—9—1987,

Sub : Establishment — R. W. E. — Cleaners — Promotion to the post of Drivers — Instructions — Issued.

With reference to the existing provisions in the Tamil Nadu Electricity Board Service Regulations, one who possesses experience in driving for two years in addition to the educational qualification, will alone be appointed as Driver. The said regulation does not distinguish between direct recruitment and promotion from the category of Cleaners. However, Cleaners by virtue of their experience and opportunity to drive a vehicle have acquired the driving knowledge and obtained license. However they cannot be considered to possess the experience required in the regulation unless they take leave for two years and actually drive the vehicle. A cleaner who has in actual service as cleaner for two years or more, cannot be considered as one possessing experience as Driver, if he has acquired the driving license only after his appointment as Cleaner. Under the above circumstances to satisfy the provisions in the Service Regulations, the cleaners may be appointed temporarily giving odd jobs in leave vacancies of Drivers and such periods may be counted towards qualifying service of two years. On acquiring the service qualification the cleaners may be regularly appointed as Drivers.

The Superintending Engineers are requested to follow the above instructions strictly in future. Past cases of regularisation need not be reopened. They are requested to acknowledge the receipt of this memo.

P. Easwaramurthi,  
Secretary.

**Pension—Fixation of pay of re-employed Military Pensioners—Orders of Government applicability to the Board—Orders—Issued.**

B.P.Ms. (Ch) No. 355

(Secretariat Branch)

Dated: 11—9—87.  
Aavani 26, Prabhava  
Thiruvalluvar Aandu 2018

Read:

B.P.Ms. (FB) No. 8 (Secretariat Branch) dt. 27—1—84.

Ref:

From Government Finance (Pension) Department G.O. Ms. No. 74, dt. 29—1—87.

**Proceedings :**

The Tamil Nadu Electricity Board hereby directs that the orders issued in G.O.Ms.No. 74, dt. 29—1—87 annexed to these proceedings shall be made applicable to the Military Pensioners re-employed in the Board.

2. These orders shall take effect from 29—1—87 the date of the Government Order mentioned in para 1 above.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

Encl. :

Copy of G.O. Ms. No. 74 Finance (Pension) Department Dated 29—1—1987

**RE-EMPLOYMENT—Fixation of Pay of re-employed Military Pensioners—Orders—Issued.**

Read :

1. G.O. Ms. No. 847, Finance Dated 7—10—1983.
2. From the Government of India, Ministry of Personnel, Public Grievance and Pensions, Department of Personnel and Training, New Delhi dated 4—4—86.

**Order:**

According to the orders in the Government Order first read above pension upto Rs. 250/- is ignored in fixing pay on re-employment of Military pensioners retired before attaining the age of 55. The Government of India have raised this limit in their Office Memorandum second read above in the case of persons retiring before attaining the age of 55. This Government have considered the question and have decided to adopt the decision of the Government of India in the matter. They, accordingly, direct that in the case of Military pensioners retiring before attaining the age of 55, the pensions as shown below shall be ignored in fixing their pay on re-employment :

- (1) In the case of Commissioned Officers, the first Rs. 500/- on pension;
- (2) In the case of personnel below commissioned officers rank, the entire pension.

**NOTE :** The Pension for the purpose of these orders includes pension equivalent of Gratuity and other forms of retirement benefits.

2. The existing limits of military pensions to be ignored in fixing the pay of re-employed pensioners will cease to be applicable to cases of re-employment under civil employment with effect from the date of this order (i.e w.e.f. 29—1—1987).

3. These orders will take effect from the date of this order. In the case of persons who are already on re-employment, the pay should be re-fixed on the basis of these orders with immediate effect, provided they opt to come under this order. If they so opt, their terms would be determined afresh as if they have been re-employed for the first time from the date of this order. This order will not however apply in the case of persons who have retired on attaining the age of 55 and who are already re-employed and who continue to be in re-employment without a break.

4. The option should be exercised in writing within a period of six months from the date of this order. The option once exercised shall be final.

5. This order will not however apply to the civil pensioners. In respect of Civil Pensioners who are re-employed in the Civil Post after superannuation, the regulation of pay will be in accordance with the provisions of Rule 44 of the Tamil Nadu Pension Rules, 1978.

(By Order of the Governor)

C. Ramachandran,  
Commissioner & Secretary to Government

(True Copy)

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Ch.'s Circular No. CH/TA/4453/87—1 dt. 11—9—87.

Sub: Employees of TNEB—Ban on collection of donations from the Public—Orders of High Court of Madras.

Ref: 1. Board's Memo. No. 10202/VC-1/83-4 dated 12—7—83.

2. Chairman's Communication No. CH/TA/3345/85-1 dated 30—4—85.

In the reference first cited, orders were issued banning the practice of the employees of the TNEB collecting donations from the public under various pretexts. This ban applies also to collections purporting to be charges of advertisements in souvenirs brought out by Trade Unions. These instructions were further reiterated in the reference second cited in the context of the observations of the Supreme Court of India in **S.A. Kini and others Vs Union of India and others** (1985 II, LLJ 421).

2. Some of the employees of the Board have been dismissed from service for having collected donations from the public in violation of these instructions and disciplinary action is pending against some others. Two of these employees had filed writ petitions in the High Court of Madras challenging the disciplinary action initiated against them and these were dismissed by the High Court of Madras in their orders in W.P. 2596 and 2597 of 1987 dated 23—4—1987. A Writ Appeal filed by the employees concerned against this judgment of the single Judge has now been dismissed by the First Division Bench of the High Court of Madras in their order No. W.A. 703 and 704 of 1987 dated 9—9—1987.

3. The High Court has held that the instructions issued by the Board are lawful and reasonable and that violations of these instructions, therefore, actionable in terms of the Standing Order which treats "wilful insubordination or disobedience...of any lawful and reasonable order of a superior" as misconduct. A copy of the judgement is annexed.

B. Vijayaraghavan,  
Chairman.

Encl:

Encl :

## IN THE HIGH COURT OF JUDICATURE AT MADRAS

DATED : 9-9-87

CORAM

The Hon'ble Mr. M.N. Chandurkar, Chief Justice

and

The Hon'ble Mr. Justice Srinivasan

W.A. Nos 703 and 704 of 1987

P. K. Kesavan Nair ... Appellant in W.A. 703/87

T. Munusamy ... Appellant in W.A. 704/87

vs

Chief Engineer (Personnel),  
T.N.E.B. Madras

... Respondent in both

For appellant : Mr. K. Chandru

For respondent : Mr. S. Elamurugan

(The Order of Court was pronounced by the Hon'ble the Chief Justice).

**ORDER**

Prima facie, it does not appear to us that the order of the learned Judge dismissing the writ petitions can be said to be erroneous. Firstly, the writ petitions were filed challenging notices to show cause as to why punishment for the misconduct which consisted of violation of a circular dated 12-7-1983 should not be imposed. The learned Judge has left it open to the petitioners to challenge the final order when one is passed.

2. It was vehemently argued by Mr. Chandru that the circular issued by the Chairman of the Board by which the staff of the Board were directed not to make collection of any description under any guise and in any manner from members of the public so long as such members are consumers of the Board amounts to addition of a misconduct in the misconducts which are enumerated in standing order 30 of the Tamil Nadu Electricity Board Standing Orders in Respect of Workmen Other Than Those Engaged in Clerical Work (hereinafter called the Standing Orders). The argument was that clause (vi) of standing order 30 of the Standing Orders only made 'collection or canvassing for collection without the written permission of the Management of any money within the premises of the establishment' as misconduct and therefore where moneys are collected away from the premises of the establishment, there was no misconduct. As a matter of fact, the question as to whether the circular has the effect of adding to the list of misconduct in standing order 30 of the Standing Orders is a matter which is not required to be finally decided at this stage, but the learned counsel has vehemently argued that the circular has that effect, and reliance has been placed on the decision of the Supreme Court in *Glaxo Lab. (I) Ltd. v. Labour Court, Meerut* (1984 1 LLJ 16).

3. The case of the Electricity Board is that the misconduct alleged against the appellants falls under clause (i) of the standing order 30 of the Standing Orders, which makes 'wilful insubordination or disobedience, whether alone, or in combination with another or others, of any lawful and reasonable order of a superior', as misconduct. Now even prima facie we are not impressed by the submission that merely because clause (vi) of the standing order 30 of the Standing Orders refers to collection of any money within the premises of the establishment without the written permission of the Management, that by itself would make the circular illegal or uncalled for. The case of the Electricity Board that the circular is a lawful and reasonable order of the superior cannot be thrown out of hand without proper consideration. How and why it is not lawful or reasonable is a matter which could be decided at the appropriate stage and the appellants can raise this question before the appropriate authority which has issued the notice to show cause against the punishment. Prima facie, the decision in *Glaxo Laboratories* case does not appear to us to be relevant on the facts of the present



case because in that case the question which fell for consideration before the Supreme Court was whether the various acts alleged to have been committed by the employees constituted misconduct, even though they were not committed within the premises of the establishment or in the vicinity thereof and whether clause 10 of standing order 22 contemplated that the various acts of misconduct referred to in clause 10 would constitute misconduct punishable under standing order 23 if committed within the premises of the establishment or in the vicinity thereof or irrespective of the time, place content, they were per se such acts of misconduct that they would be punishable notwithstanding where and when they were committed. The conduct complained of in that case consisted of the striking workmen manhandling the coworkers, admittedly not within the premises of the industrial establishment. The question as to whether conduct contrary to the norms specified by the employer would be a misconduct by virtue of the norms being specified and whether such embargo of doing certain acts qua employees was lawful and reasonable did not fall for consideration before the Supreme Court. There is much to be said in favour of the stand taken by the Board in view of the observations of the Supreme Court in *S.A. Kini and others v. Union of India and others* (1985 II LLJ 421). That judgment is delivered by D.A. Desai, J. and O. Chinnappa Reddy, J. who were parties to the judgment in *Glaxo Laboratories'* case which is earlier in point of time. The Supreme Court has very strongly condemned the practice of employees collecting donations from persons with whom the employees come into contact in the course of their employment. In paragraph 14 of the judgment the Supreme Court observed as follows :—

"We are of the firm opinion that no employee of a nationalised bank or any other public sector corporation should engage himself in collecting donations for any trust or other organisation from persons with whom he comes into contact in the course of his employment. It is not desirable, it is likely to lead to unhealthy practices and harmful results, intended or unintended. In the world of commerce, quid pro quo and not charity is the rule. Those in a position of advantage by reason of their office have to be very wary. Otherwise, they may unsuspectingly walk into traps. That is why the Central Civil Services (Conduct) Rules, 1964, for example, provide that 'no Government' servant shall, except with the previous sanction of the Government or of prescribed authority, ask for or accept contributions to, or otherwise associate himself with raising of any funds or other collections in cash or in kind in pursuance of any object whatsoever. It is a rule of prudence. It is a rule of common sense. It is born of wisdom gained by experience. We fully endorse the *raison d'être* behind the rule."

These observations have been heavily relied on behalf of the Board. If there is any direction issued by the employer which is on the same lines as the observations of the Supreme Court, it cannot be said that the said direction is either improper or unlawful. Indeed, the observations have the effect of laying down a norm of conduct of employees of the public sector under-taking. In view of these observations, it is difficult to find any fault with the circular issued by the Electricity Board and we must therefore reject the argument of Mr. Chandru which has been vehemently advanced that the circular amounts to creating a fresh misconduct and that this could not be done without taking recourse to the procedure prescribed for amending the Standing Orders.

4. It was also argued by Mr. Chandru that souvenirs are now a recognised mode of raising funds. We fail to see how this situation advances the case of the appellants. Once there is a bar for collection of funds as contemplated by the circular, the fact that the publication of souvenirs is used as a method of raising funds is not of any importance. Some reference was made to section 16 of the Trade Unions Act, 1926. That provision enables a registered trade union to constitute a separate fund. But at the same time that provision also lays down the manner of building of that fund. It provides for contributions separately levied for or made to that fund, by the members of the trade union. Section 16 is therefore of no relevance in so far as raising of moneys for a purpose other than the building up of fund for the promotion of the civic and political interest of the members of the trade union in furtherance of any of the objects specified in sub-section (2).

5. We may make it clear that we have decided these questions because the matter has been argued at length by the learned counsel for the appellants. Both the appeals are therefore dismissed. There will, however, be no order as to costs.

Index : Yes

**The Hon'ble C.J. & M.S.J.**

The learned counsel for the appellant requested two weeks time to file a reply to the show cause notice. The learned counsel for the Board has no objection. Time for filing a reply to the show cause notice is granted upto 25-9-1987.

(True Copy)



**ESTABLISHMENT—Relinquishment of rights for promotion already exercised by Workmen/Officers—  
Review of options on certain conditions—Orders—Issued.**

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

(Administrative Branch)

Dated: 14-9-1987.  
Aavani 29, Prabhava,  
Thiruvalluvar Aandu 2018.

**Proceedings:**

In accordance with the provisions contained in Regulation—103 of the Tamilnadu Electricity Board Service Regulations as amended in B.P. Ms. (CH) No. 43 (Secretariat Branch) dt. 4-2-1984, relinquishment of rights for promotion once accepted will be final and it will not be allowed to be revoked under any circumstances whatsoever.

2. Representations have been received that subsequent to the issue of the above B.P., pensionary benefits were extended to Regular work Establishment workmen with effect from 1-7-1986, that some of the workmen who had relinquished their promotions in the past would not have done so had they been aware of the probability of their coming under a pension scheme, that by relinquishment they have foregone not only a higher pay but also a higher pension and that one more chance may be given to those who have already relinquished their rights for promotion to revoke the relinquishment.

3. The matter has been examined and it has been decided to follow the orders of the State Government in G.O. Ms. No. 783 (Personnel and Admn. Reforms) (Personnel—I) Department dated 9-8-1982, providing for two types of relinquishment viz. one for temporary relinquishment and another for permanent relinquishment.

4. Accordingly, the Tamilnadu Electricity Board directs that in the case of the employees/officers who had relinquished their rights for promotion anytime in the past, the following options shall again be given within three months from the date of issue of these orders, subject to furnishing an undertaking as prescribed in Annexure—I:—

- (i) To again permanently relinquish his/her rights for promotion, in which case any subsequent claim for promotion will not be entertained under any circumstances whatsoever or
- (ii) To temporarily relinquish his/her rights for promotion for a period of not less than 3 years subject to the condition that after the expiry of that period, the claim of right will be with reference to the state of affairs that exist on that date (i.e.) after the expiry of the period of relinquishment without restoration of original seniority: or
- (iii) To revoke the relinquishment already given and to consider his/her case for promotion in the next arising panel with reference to the state of affairs that exist on that date without restoration of original seniority.

If no option is given within the stipulated time, the earlier relinquishment of rights for promotion will stand as a permanent relinquishment.

5. In the case of future promotion of employees/officers the following options may be given before promotion or immediately after promotion, subject to furnishing an undertaking by the workmen/officers concerned as prescribed in Annexures—II and III respectively.

- (i) To temporarily relinquish his/her rights of promotion for a period of not less than 3 years subject to the condition that after the expiry of that period the claim for promotion will be with reference to the state of affairs that exist at that time

or

- (ii) To permanently relinquish his/her right for promotion, in which case any subsequent claim for promotion will not be entertained under any circumstances whatsoever.

6. Amendment to the Tamilnadu Electricity Board Service Regulation will be issued separately.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

**Encl:**

Encl.—1 :

**ANNEXURE—I****PROFORMA OF APPLICATION REQUESTING FOR RE-CONSIDERING PROMOTION BY THE WORKMEN/OFFICER WHO HAD RELINQUISHED THEIR RIGHTS FOR PROMOTION :**

1. Name :
2. Designation :
3. System/Circle/Office :
4. Post relinquished :
5. Orders in which promotion was given :
6. Orders in which relinquishment was accepted :

**UNDERTAKING**

I.....(designation), am aware that due to my earlier relinquishment of my rights for promotion to the category of..... I am not eligible for any promotion. However, in view of the orders issued in B.P. Ms. (FB) No. 73 Admn. Branch dated 14—9—1987, I request that I may be permitted

- \* (1) to again permanently relinquish my rights for promotion, in which case any subsequent claim by me of the relinquished rights will not be entertained under any circumstances whatsoever

or

- \* (2) to temporarily relinquish my rights for promotion for a period of\*\*.....years, subject to the condition that after the expiry of that period my claim of right will be with reference to the state of affairs that exist on that date i.e. after the expiry of the period of relinquishment without restoration of original seniority;

or

- \* (3) to revoke the relinquishment already given and to consider my case for promotion in next arising panel with reference to the state of affairs that exist on that date without restoration of original seniority.

\*\*Note : The period should be not less than three years.

2. I am also aware that my seniority in the promoted post will be as fixed by the Competent Authority. I shall not raise any dispute in any manner whatsoever regarding the same.

3. I am also willing to be posted any where in the State or System/Circle, as the case may be, on my promotion.

Signature of Applicant

Place :

Date :

WITNESSES :

\*N.B.— Strike out whichever portion is not applicable.

Encl : 2

**ANNEXURE—II****PROFORMA OF APPLICATION REQUESTING FOR TEMPORARY RELINQUISHMENT OF PROMOTION  
BY WORKMEN/OFFICERS**

1. Name :
2. Designation :
3. System/Circle/Office :
4. Post to be relinquished :

**UNDERTAKING**

With reference to the orders already issued/under issue, I.....have been promoted/expect to be promoted from the category of.....to the category.....Due to personal reasons, I am unable to accept my above promotion now. I request that I may be permitted to temporarily relinquish my rights for promotion for a period of\*\*.....years subject to the condition that after the expiry of that period my claim of right will be with reference to the state of affairs that exist on that date (i. e.) after the expiry of the period of relinquishment without restoration of original seniority.

**\*\*Note :** The period should be not less than three years.

Signature of Applicant

PLACE :

DATE :

Witnesses

Encl. 3

**Annexure—III****PROFORMA OF APPLICATION REQUESTING FOR RELINQUISHMENT OF PROMOTION  
PERMANENTLY BY WORKMEN/OFFICERS**

1. Name :
2. Designation :
3. System/Circle/Office :
4. Post to be relinquished :

**Undertaking**

With reference to the orders already issued under issue, I.....  
have been promoted/expect to be promoted from the category of.....to the category.....Due to personal reasons, I am unable to accept my above promotion. I hereby relinquish my right for promotion permanently. I am aware that if my relinquishment of right is once accepted, I will not be allowed to revoke the same in future under any circumstances whatsoever and my subsequent claim of the relinquished right will not be entertained under any circumstances whatsoever.

Signature of Applicant

Place :

Date :

Witnesses :

Memo. No. 096695—S5/84—3 (Adm. Br.), dated 15—9—87.

Sub : Accident—Accident to non-departmental persons/animals—  
Time limit for receipt of claims for compensation—Reg.

The Regional Chief Engineer (Distribution)/Madras has requested to inform whether there are any orders fixing time limit for receipt of claims in complete shape for sanction of compensation in respect of accident to non-departmental persons/animals and if not to examine the matter in consultation with the Legal cell and to issue necessary guidelines.

2. The matter was examined in detail in consultation with Legal Cell. With reference to the opinion of Legal Adviser, since the sanction of ex-gratia payment admissible as per B. P. Ms. No. 36 (Secretariat Branch) dated 27—1—82 read with B. P. Ms. (FB) No. 100 (Technical Branch) dated 26—4—83, is not governed by any statute, it may not be proper for a public undertaking like the Tamil Nadu Electricity Board to reject delayed claims taking defence under the Limitation Act.

3. However, it is considered that since most of the claims are pending for want of certain records from the claimants, a time limit may be fixed for receipt of required records. The following guidelines are issued in this regard.

- (i) Whenever a claim for compensation in respect of accident to non-departmental persons/animals is received, the genuineness and the admissibility of the claim with reference to B. P. Ms. No. 36 (Secretariat Branch) dated 27—1—82 read with B. P. Ms. (FB) No. 100 (Technical Branch) dated 26—4—83 should be examined immediately.
- (ii) If the claim is found genuine and admissible as per rules of the Board the claimant should be informed of the records to be produced by them (i.e. police report, certificate of postmortem, legal heirship and income certificate of the deceased) to consider the claim fixing a time limit of 3 months for its receipt.
- (iii) If the certificates are not received within 3 months, the claimant shall be reminded promptly and if the certificates are not received even after six months from the date of claim and even after issue of reminders, the matter need not be pursued with the claimant and the file may be closed under intimation to the respective Regional Chief Engineer/(Distribution)/Chief Engineer (Personnel).
- (iv) If however, after some time, the records are received from the claimant, the case may be reopened and the claim considered, if otherwise found in order and the proposal evolved and sent to the Chief Engineer (Personnel) through the Regional Chief Engineer (Distribution) concerned.

4. The Regional Chief Engineers and Superintending Engineers/O & M are also informed that where the deceased is found to be not an earning member in the family, the claimant may straightaway be informed that since the deceased was not an earning member and as the claimants were not dependants of the deceased, the Board could not consider sanction of even any ex-gratia payment for the accident as per rules of the Tamil Nadu Electricity Board and the certificates of legal heirship etc., need not be called for in such cases.

5. The Regional Chief Engineers and the Superintending Engineers/O & M are requested to take further action in respect of all the pending cases as per guidelines issued in paras 3 and 4 above and send a report to Administrative Branch promptly. They are also informed that fresh claims shall also be dealt with as per instructions herein issued.

6. Further, the Regional Chief Engineers/Superintending Engineers O & M are informed that all the correspondence with the claimants shall be made at the level of Superintending Engineer/Divisional Engineer. The instructions issued herein may be brought to the notice of all the field officers upto the level of Junior Engineers II Grade.

7. Receipt of this memo. shall be acknowledged.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

**Memo. No. 060871/39/S4/A3/87—1 (Adm. Br.), dated 15—9—87.**

**Sub : Establishment—Tamil Nadu Electricity Board—Formation of one more General Construction Circle at Salem—Orders issued—Ratification by Board—Approved.**

**Ref : B. P. Ms. (Ch.) No. 484 (Adm. Branch), dated 17—8—87.**

The orders issued in B. P. Ms. (Ch.) No. 484 (Adm. Branch) dated 17—8—87, sanctioning the creation of posts and for the formation of new General Construction Circle at Salem, in anticipation of approval of Board have been ratified by the Board at its 530th meeting held on 1—9—87.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

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**Memo. No. 43889/N2/85-13, (Secretariat Branch) dated the 16th September 1987.**

**Sub : Medical Attendance—Reimbursement of medical expenses—inclusion of Special Pay—Clarification—Issued.**

**Ref : From the Superintending Engineer/Distribution/North/  
MES Lr. No. SED/MES/N/AAO.B/MRT/Exceeded Cases/85/D.2194/85,  
dt. 9—4—85.**

In B. P. Ms. No. 21 (Secretariat Branch) dt. 21—1—84 orders were issued that criteria of "One months basic pay" for production of the certificate from a Civil Surgeon/Specialist for claiming medical reimbursement in excess of One months basic pay be enhanced to "One months basic pay and Dearness Allowance" in respect of Board's employees.

2. The Superintending Engineer/Madras Electricity System/Distribution/North has requested a clarification whether the Special Pay drawn by the employees of Tamil Nadu Electricity Board can also be taken for the purpose of limitation of one months pay for claiming medical reimbursement.

3. As per the provision in Regulation 1 of Tamil Nadu Electricity Board Special Pay and Allowances Regulations the term "Pay" includes "Special Pay" also. Therefore it is clarified that the Special Pay drawn by the claimant can be taken into account for the purpose of reimbursement of medical claims.

P. Easwaramurthi,  
Secretary.

Memo. No. 068054/190/S4/A2/87—1 (Adm. Br.) dated 17—9—1987.

Sub : Establishment—Tamil Nadu Electricity Board—Decentralisation of works from Central Office to Division Office O & M System—Payment of pay and allowances due for Provincial staff in Class III and IV Services at Division Office level—Clarification—Issued—Regarding.

- Ref : 1. B.P. Ms. (Ch.) No. 311 (Adm. Branch) dated 16—6—'87.  
 2. Superintending Engineer/Periyar Electricity System letter No. SE/PES/AAO/Bills/ENT. 1/F. Genl./25/87, dated 24—6—'87.  
 3. Superintending Engineer/Madras Electricity System/Distribution/North D.O. letter No. SE/MES/D/N/Adm. 1/A3/PR. 848/87, dated 27—6—'87 addressed to Regional Chief Engineer (Distribution)/Madras with copy to Chief Engineer/Personnel.  
 4. Superintending Engineer/Periyar Electricity System D.O. Letter No. Adm. 1/JA/F. 8/C. No. 1884/87—2, dated 1—7—1987.  
 5. Superintending Engineer/Tiruvannamalai Electricity System letter No. SET/Adm. 1/A 4/F. Decentralisation/87, dated 3—7—'87.  
 6. Regional Chief Engineer (Distribution)/Madras letter No. 15842/1289/AE/87—1, dated 3—7—1987.  
 7. Superintending Engineer/Periyar Electricity System letter No. PES/AAO/Bills/ENT. 1/Genl/26/87, dated 4—7—'87 and  
 8. Superintending Engineer/Chingleput Electricity System (South) letter No. SE/CES/S/Adm. 1/JA/35/87, dated 1—7—'87 addressed to Regional Chief Engineer (Distribution)/Madras with copy to Chief Engineer/Personnel.

Consequent on the delegation of powers to Divisional Engineers of Distribution Division Offices to sanction claims of salaries and allowances and personal claims as referred to in the B.P. cited, to all staff working under them belonging to Class III and IV services, as done in the case of Regular Work Establishment staff, it is clarified that the following items of works shall be attended to in the Central Offices and Distribution Division Offices as detailed below in Columns A & B respectively.

The following items of work to be attended to in the **Central Office**

(A)

1. All the terminal benefits such as Family Benefit Funds, Spl. Provident Fund, G.P.F., Gratuity and Pension for all categories of staff except Supdgr. Engineer.
2. Allowing of interest on S.D. and Refund of S.D. furnished by the employees.
3. Remittance of P.L.I. and L.I.C. premium for the entire system.
4. Working out and remittance of inspection fees to Regional Provident Fund Commissioner in respect of Provincial and R.W.E. for the system.
5. Consolidation of details of M.R.I. claims for the entire system for all staff and furnishing monitoring cell return to Headquarters.

The following items of works to be attended to in the **Division Office** in respect of Class III and IV services including the J.E. II Gr. (Elec./Mechl./Civil)

(B)

1. Payment of pay and allowances to all the staff in Class III and IV services in Division, Revenue Branch, Sub-divisions and Sections and payment of wages to the part time contingent staff.
2. Sanction and payment of ex-gratia to the persons who met with an accident while on duty.
3. Payment of Travelling allowances.
4. Medical Reimbursement.
5. Provident Fund Advance except part final withdrawal.

(A)	(B)
6. Sanction and payment of Honorarium to the Billing Assistants for the works in vacant seat and excess over yardstick.	6. Grant of Funeral expenses on the death of staff.
7. Payment of compensation to the employees under the Workmen's Compensation Act.	7. All loans and advances, except House Building Advance and Marriage Advances.
8. Sanction and payment of refund of cost of text books and tuition fees to post graduate courses.	8. Payment of Bonus.
9. Payment of Pro-rata wages to Assessors.	9. Payment of additional charge allowances based on the sanction accorded by the competent authority.
10. Payment of Special Contribution as per C.P.F. Rules 37, 38 and 39 to the Retired/deceased and resigned Board Employees Vide B.P. Ms. (FB) No. 1 (Audit Branch) dated 10-4-'87.	10. Sanction and payment for double wages
11. Sanction of House Building Advance to all the staff in the system.	11. Sanction and payment of Refund of Examination fees.
12. Sanction of Marriage Advance to all the staff in the system.	12. Sanction and reimbursement of cost of spectacle and hearing aid.
13. Sanction of part final withdrawal from the G.P.F.	13. Ex-gratia payment given as reward.
14. Sanction of additional charge allowance upto the level of A.Es.	14. Refund of cost of Text Books sanctioned by Labour Welfare Board.
15. Income Tax Assessment.	15. Payment of bill for part final withdrawal after obtaining authorisation from Central Office.
16. Any item of work not covered under Column 'B' has to be attended to by the Central Office.	16. Sanction and claiming reimbursement of expenses for the transport of the dead body of the deceased Board Employee to his native place.
	17. Maintenance of Service Books. Sanction of all kinds of leave, Sanction of periodical increments and pay fixation on promotion and reversion.
	18. Professional Tax.
	19. Income Tax Assessment (Class III and IV)
	20. Apprentice stipend allowance.
	21. Recurring Deposit (C.T.D.)

The Superintending Engineers are requested to take immediate action to implement the decentralisation.

The receipt of the memo. shall be acknowledged.

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Memo. No. 47/IR. 3/2 (Adm. Br.)87—1 Dt. 18—9—87.

Sub: ESTABLISHMENT—Regular Work Establishment qualification prescribed for the post of Wireman/equivalent and Lineman/equivalent by amendment—Overlooked cases—Further orders—issued.

Ref: 1. B. P. Ms. (FB) No. 94, Adm. Branch, dated 3—10—86.  
2. B. P. Ms. No. (FB) No. 30 Adm. Branch dt. 26—3—87.

It was ordered in the B. P. second cited that the educational qualification prescribed in para-1 (ii) and (iii) of the B. P. first cited for promotion to Wireman/equivalent and promotion to Lineman/equivalent will not apply to those who joined the Board prior to 1—1—1973, provided for promotion to Wireman/equivalent such a person should have put in not less than seven years of service as Helper/equivalent and for promotion to Lineman/equivalent such a person should have put in not less than three years of service as Wireman/equivalent. The service of seven years as Helper/equivalent and three years as Wireman/equivalent for promotion, prescribed above, should be counted on 1—4—1985 for promotion as on 1—4—1985, on 1—1—1986 for promotion as on 1—1—1986 and so on. If such a person's turn for promotion on seniority became due on 1—4—1985 but he did not have the prescribed service as on 1—4—85, he would become due for promotion whenever he completed the prescribed period of service.

2. It has been represented that the seniors who were overlooked earlier due to lack of educational qualification prescribed then may be considered for promotion from 1—4—85, 1—1—86 and so on.

3. The matter has been examined and the following orders are issued:—

All the seniors who joined the Board's service prior to 1—1—73 and have been overlooked earlier due to lack of educational qualification as on 1—4—1985, 1—1—86 and 1—1—87 should be promoted from the date of issue of orders against vacancies after 1—4—1985 without reverting the juniors already promoted with reference to the orders already issued in the B. P. second cited. They should however be given due seniority as if their cases had been considered and they were promoted as on 1—4—85, 1—1—86 and 1—1—87. In other words, they will be placed in the seniority list of the respective categories above those of their juniors who are now acting in higher posts even though the seniors are appointed to a higher post only from the date of joining duty in the higher post without giving the back-dated pay fixation and on pay arrears. For this purpose, an undertaking in the form prescribed in the Annexure to this memo. shall be obtained from them (the seniors) to the effect that they will not claim back-dated pay fixation and on pay arrears.

4. The receipt of this memo. should be acknowledged to the Deputy Chief Engineer.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

Encl:

#### ANNEXURE

1. Name:
2. Designation:
3. System/Circle/Office

#### UNDERTAKING

I.....(Designation) was not eligible for promotion to the category of..... due to lack of educational qualification prescribed in B. P. Ms. (FB) No. 94 Administrative Branch dt. 3—10—86 and was therefore overlooked while my juniors were promoted as they were possessing the educational qualification prescribed in the above B. P.

However, in view of the orders issued in B. P. Ms. (CH) No. 30 dt. 27—3—87, I became eligible for promotion to the category of.....from the date of issue of orders to that effect. Now, the Board has issued orders in Memo. No.....to fix my seniority



above my next junior in the higher post subject to the condition that no back-dated pay fixation and on pay arrears would be claimed by me. I accept the condition and agree (i) to be promoted with effect from the date of issue orders (ii) to my seniority being fixed immediately above my next junior in the higher post (iii) not to claim any back-dated pay fixation and (iv) not to claim arrears of pay.

Signature of the Workman,

WITNESS :

- 1.
- 2.

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Memorandum No. 39675/C2/87—3 (Secretariat Branch) dated 19th September 1987.

Sub: Acts and Rules — Tamil Nadu Shops and Establishment Act 1947—Exemption from certain provisions of the act to establishments of Tamil Nadu Electricity Board—Exemption Orders—Communicated.

Ref: From the Commissioner of Labour, Madras, Proceedings 2/88068/87 dt. 27—8—87.

A copy of the proceedings cited received from the Commissioner of Labour, Madras granting exemption from certain provisions of Tamil Nadu Shops and Establishments Act, 1947 to the establishments of the Tamil Nadu Electricity Board for a period of one year from 2—9—87 to 1—9—88 is communicated to all Chief Engineers/Regional Chief Engineers/Superintending Engineers and other officers of the Board for information and guidance.

2. The Chief Engineers/Regional Chief Engineers and Superintending Engineers are requested to comply with the conditions specified in the proceedings issued by the Commissioner of Labour, Madras.

P. Easwaramurthi,  
Secretary.

Encl;

தகவல் :

தொழிலாளர் துறை ஆணையரின் செயல்முறை ஆணைகள்.  
சுருக்கம்

தமிழ்நாடு கடைகள் நிறுவனங்கள் சட்டம் 1947—தமிழ்நாடு மின்சார வாரிய அதிகாரத்திற்குப் பட்ட தமிழ்நாட்டிலுள்ள எல்லா நிறுவனங்களுக்கும் தமிழ்நாடு கடைகள் மற்றும் நிறுவனங்கள் சட்டத்தின் சில பிரிவுகளிலிருந்து விதிவிலக்கு அளிக்கப்படுகிறது.

எண். 2/88068/87

நாள் 27—8—87

பார்வை: (1) 20—8—86 நாளிட்ட இவ்வலுவலகச் செயல்முறை நடவடிக்கை எண் 2/64335/86.

(2) 20—8—87 நாளிட்ட சென்னை தமிழ்நாடு மின்சார வாரியச் செயலாளரின் கடித எண். 30675/செ2/87—2.

ஆணை:—

சென்னையிலுள்ள, தமிழ்நாடு மின்சார வாரியச் செயலாளர் பார்வை இரண்டில் கண்ட தனது கடிதத்தில் தமிழ்நாட்டில் இவ்வாரியத்தின் அதிகாரத்திற்குப் பட்ட எல்லா நிறுவனங்களுக்கும் பார்வை ஒன்றில் கண்ட இவ்வலுவலகச் செயல்முறை நடவடிக்கையில் வழங்கப்பட்ட விதிவிலக்கு 1—9—87 உடன் முடிவடைகிறது என்றும், அதனை 2—9—87 முதல் 1—9—88 வரை மீண்டும் ஓராண்டிற்கு நீட்டுவதற்கும் படியும் கேட்டுக் கொண்டுள்ளார். மேற்கண்ட விதிவிலக்கு பற்றி எவரிடமிருந்தும் புகார் ஏதும் வரவில்லை.

தமிழ்நாடு கடைகள் மற்றும் நிறுவனங்கள் சட்டப்பிரிவு 6-ன் படி (1947ம் வருடத்திய தமிழ்நாடு XXXVI-யும் 31-12-80 நாளிட்ட தொழிலாளர் மற்றும் வேலை வாய்ப்புத் துறையின் அரசாணை எண். 2943-ல் தொழிலாளர் துறை ஆணையருக்கு வழங்கப்பட்ட அதிகாரத்தின்படி தமிழ்நாடு மின்சார வாரியத்தின் அதிகாரத்திற்குட்பட்ட தமிழ்நாட்டிலுள்ள எல்லா நிறுவனங்களுக்கும், தமிழ்நாடு கடைகள் மற்றும் நிறுவனங்கள் சட்டப் பிரிவு 20, 21, 22, 23, 25, 31, 34, 35, 41, 43, 50 மற்றும் 51-ஐத் தவிர மற்ற எல்லா பிரிவுகளிலிருந்தும் சீழ்க்கண்ட நிபந்தனைகளுக்குட்பட்டு 2-9-87 முதல் 1-9-88 வரை ஓராண்டிற்கு விதிவிலக்களிக்கப்படுகிறது.

1. ஒவ்வொரு தொழிலாளிக்கும், ஒவ்வொரு நாளும் மிகை நேர வேலை உட்பட வேலை நேரம் ஆகியவைகளைக் கொண்ட வருகைப் பதிவேடும், பார்வையாளர் புத்தகமும் பராமரிக்கப்பட்டு அந்நிறுவன எல்லைக்குட்பட்ட தொழிலாளர் துறை ஆய்வருக்கு அன்னாரது குறிப்புரைகளைப் பதியக் காட்டப்பட வேண்டும்.
2. விடுப்பு நாளில் பணிபுரியும் தொழிலாளர்களுக்கு மாற்று விடுப்பு அடுத்துவரும் வாரத்தில் அளிக்கப்பட வேண்டும்.
3. தொழிலாளர் துறை ஆணையரின் முன் அனுமதியின்றி வாரியத்தின் விடுப்பு விதிகள் மற்றும் வேலை நேரம் முதலியவைகளை மாற்றக் கூடாது.

ஓம்/—சு. ராஜாகப்பிரமணியன்,  
தொழிலாளர் துறை ஆணையர், சென்னை.

| உண்மை நகல் |

● ● ●

Establishment—Dismissal, removal, compulsory retirement or suspension in pursuance of criminal action—Re-instatement into service after acquittal by Court—Regularisation of period of absence from duty—Procedure—Orders Issued.

B.P.Ms. (Ch.) No. 363

(Secretariat Branch)

Dated 21-9-1987  
Purattasi, 5, Prabhava,  
Thiruvalluvar Aandu 2018.

### Proceedings :

Regulations 57, 57A and 57B of the Tamil Nadu Electricity Board Service Regulations [as recast in B.P.Ms. (Ch.) No. 108 (S.B.) dt. 10-3-87] prescribe the procedures to be followed in regularising the periods of dismissal, removal, compulsory retirement or suspension consequent on the reinstatement ordered on consideration of appeal or review by the competent authority, and the regulation of pay and allowances for the said periods.

2. The provisions of the Board's Service Regulations mentioned in para 1 above are silent on the point as to how, in a case where an employee who has been placed under suspension or dismissed or removed or compulsorily retired from service consequent on his facing criminal action, and is reinstated in to service after acquittal by the Court, the period of absence should be regulated.

3. After careful examination, it is hereby ordered that where an employee is,-

- (a) placed under suspension in view of the fact that a complaint against him of any criminal offence is under investigation or trial; or
- (b) dismissed or removed from service or compulsorily retired on the ground of conduct which has led to his conviction on a criminal charge,

and the employee is subsequently reinstated in service on his acquittal by the Court either on merits or on the ground that the charge has not been proved against him or by giving benefit of doubt or on any other technical ground, he must be regarded as having been prevented from discharging his duties and that the period of his absence including the period of suspension shall be treated as duty for all purposes. He shall be paid full pay and allowances which he would have been entitled to, had he not been under suspension, or dismissed or removed or compulsorily retired from Service.

3. Amendment to Tamil Nadu Electricity Board Service Regulations will be issued separately.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

**HANDLOOM CLOTH—Purchase of Handloom cloth by employees of Tamil Nadu Electricity Board on credit basis for Deepavali, Christmas 1987 and Pongal 1988.**

B. P. Rt (Ch) No. 256

(Administrative Branch)

Dated 22—9—87

Purettasi 6, Prabhava.

Thiruvalluvar Aandu 2018

Read

B. P. Rt (Ch) No. 221 (Administrative Branch) dated 8—10—86.

**Proceedings :**

The Tamil Nadu Electricity Board permits its employees from whom no recoveries are due to the Co-Optex to purchase Handloom cloth on credit basis for Pooja, Deepavali, Christmas 1987 and Pongal 1988 from the selling units of the Tamilnadu Handloom Weavers Co-Operative Society Limited upto a limit of one month's salary. The entire value of Handloom cloth purchased should be recovered from the pay of the employees in (SIX) consecutive monthly instalments, the first of such instalment of commencing from the pay for the month immediately following the month of purchase or on the receipt of demand notice from the Co-Optex, whichever is later.

2. The Chief Engineers including Regional Chief Engineers, Heads of Offices and the Superintending Engineers should furnish to the Regional Marketing Officer concerned of the Tamilnadu Handloom Weavers' Co-Operative Society Limited, a list of Officers competent to permit the employees to purchase the Handloom cloth on credit basis along with their specimen signature together with office seal used by them. The employees purchasing Co-Optex cloth on credit basis will not be eligible for availing any such facility extended subsequently by any other organisation. Necessary pay certificate in this regard will be issued by the pay drawing officers of the Board under whom the employees are working.

3. The Chief Engineers including Regional Chief Engineers/Heads of Offices and Superintending Engineers are requested to ensure that there is no default in the recovery of the dues from the pay of the employees and its remittance to the Tamil nadu Handloom Weavers' Co-Operative Society Limited. The outstanding dues on the purchases made previously should also be recovered and remitted to the Society expeditiously. Failure for effecting recovery of the amounts by the Officers concerned will be viewed seriously and action taken on such erring officials. No authorisation/Forms of Sanction Order for the purchase of Handloom cloths on credit basis need be issued to the employees who are having outstanding dues as on date or in default of payment.

4. The Officers in Madras City may arrange to obtain the forms of sanction order from the Credit Sales Collection Centre. No. 8, Gangadeeswarar Koil Street, Purasawalkam, Madras 600 084. The System/Circle Superintending Engineers other than in Madras City may arrange to obtain the forms of sanction order from the Selling Units concerned as was done during the previous years.

5. The Un-utilised forms in the offices should be returned to the Co-Optex Selling Units/Offices from where the forms were obtained. The employees who took the forms from the Office and have not used them for purchase of Handloom cloth should surrender the forms to the Office without fail.

The receipt of Board's Proceedings may be acknowledged.

(By Order of the Chairman)

**D. Kriahnamoorthi**  
Chief Engineer/Personnel,

**KHADI CLOTH—Purchase of khadi cloth by employees of Tamil Nadu Electricity Board on credit basis during Festivals in 1987 and 1988—Orders Issued.**

B.P. Rt. (Ch.) No. 257

(Administrative Branch)

Dated 22—9—1987.  
Purattasi 6, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

B.P. Rt. (CH) No. 226 (Admn. Branch) Dt. 13—10—86.

**Proceedings :**

The Tamil Nadu Electricity Board permits its employees to purchase khadi cloth on credit basis for the Festivals of Deepavali, Christmas 1987 and Pongal 1988 from the selling Units of Tamil Nadu Khadi and village Industries Board. The purchase of Khadi cloth by the employees of the Board on credit basis should be limited to one month's salary. The entire value of the cloth purchased should be recovered from the salary of the employees in 8 (EIGHT) equal monthly instalments if the purchase amount exceeds Rs. 100/- (Rupees one Hundred only) and in 6 (SIX) equal monthly instalments if the purchase amount is Rs. 100/- and below. The recovery of such instalments shall commence from the salary for the month following the month of purchase of Khadi cloth or from the date of receipt of demand notice from the khadi Selling Units, whichever is later. At the time of availing the credit facility by the employees there should be no balance outstanding in respect of previous purchases made by the employees. The employees purchasing Khadi Cloth on credit basis will **not** be eligible for availing any such facility extended subsequently by any other organisation. Necessary pay certificate in this regard will be issued by the pay Disbursing Officer of the Board under whom the employees are working.

2. The Chief Engineers, Heads of Offices and Superintending Engineers are requested to ensure that there is no default in the recovery of dues from the salary of the employees and its remittance to the concerned offices of the Tamil Nadu Khadi and Village Industries Board.

3. The Chief Engineers, Superintending Engineers and Heads of Offices are requested to arrange to recover the amounts every month regularly and remit the amounts promptly to the Khadi and Village Industries Board. The pay Disbursing Officers will be held personally responsible for failure to recover the dues and remittance to the Tamil Nadu Khadi and Village Industries Board.

4. The Chief Engineer, Superintending Engineers should furnish to the Tamil Nadu Khadi and Village Industries Board, a list of Officers competent to permit the employees to purchase Khadi cloth on credit basis with the specimen of their signature together with the office seal used by them.

5. The certificate of authorisation for the purchase of cloth will be issued by the Competent Authority to only one institution—viz. the Co-Optex or the Khadi and Village Industries Board, as the case may be.

6. Receipt of the B.P. may be acknowledged.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

● ● ●  
**ESTABLISHMENT—Board Office Technical Branch—O/o The Superintending Engineer/Thermal/Coal—Redesignation as O/o the Superintending Engineer/Coal—orders issued.**

B. P. Ms. (Ch) No. 678

(Administrative Branch)

Dated 23—9—87  
Purattasi 7, Prabhava  
Thiruvalluvar Aandu 2018.  
READ :

B. P. Ms. (Ch.) No. 105 (Adm. Br.) dated 9—3—87.

**Proceedings :**

It is hereby ordered that the name of the "Superintending Engineer/Thermal Coal" be redesignated as "Superintending Engineer/Coal".

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

குறிப்பாணை எண். 125315 (4563)/திடு/கெசட்/87-1, நாள் 24-9-87.

பொருள் : தமிழ்நாடு மின்சார வாரிய கெசட்டில் வெளியிட அனுப்பப்படும் ஆணைகள், உத்தரவுகள்—சில அறிவுரைகள்.

தமிழ்நாடு மின்சார வாரிய கெசட்டில் பதிப்பிக்க அனுப்பப்படும் ஆணைகள் குறித்துக் கீழ்க் கண்ட உத்தரவுகள் ஏற்கனவே விடுக்கப்பட்டுள்ளன.

1. முக்கிய வழிகாட்டி ஆணைகளையும், உத்தரவுகளையும் அவை வெளியான அன்றோ அல்லது அதற்கு அடுத்த நாளோ நேர்முக உதவியாளர்/தமிழ் வளர்ச்சிப் பிரிவில் தேரில் கொடுக்க வேண்டும்.  
(ஜூன் 1984 இதழ் கெசட்டில் பக்கம் 471ல் வெளியிடப் பட்டுள்ள 28-6-84 நாளிட்ட வாரியத் தலைவரது 070001/1451/த. வ./நிருவாகக் கிளை எண் கொண்ட சுற்றறிக்கையையும்  
செப்டம்பர் 1985 இதழ் கெசட்டில் பக்கம் 951ல் வெளியிடப்பட்டுள்ள 21-9-85 நாளிட்ட செயலரது 102942/3801/நிருவாகக் கிளை எண் கொண்ட சுற்றறிக்கையையும் தயவு செய்து பார்க்கவும்).
2. உத்தரவுகள் ஒன்றுக்கு மேற்பட்ட பக்கங்கள் கொண்டதாக இருந்தாலோ அல்லது இணைப்புகள் கொண்டதாக இருந்தாலோ, ஒவ்வொரு பக்கத்திலும் அவை விடுக்கப்படும் பிரிவின் பொறுப்பாளரது சுருக்கொப்பமும் (இனிஷியல்) நாளும் இருக்க வேண்டும்.  
(ஆகஸ்ட் 1986 இதழ் கெசட்டில் பக்கம் 735ல் வெளியிடப்பட்டுள்ள 16-8-86 நாளிட்ட செயலரது 099545/த.வ./86-1, நிருவாகக் கிளை எண் கொண்ட சுற்றறிக்கையைத் தயவு செய்து பார்க்கவும்).
3. மேற்குறித்த உத்தரவுகள் எந்த அலுவலகத்திலும் முழுமையாகப் பின்பற்றப்படவில்லை என்பது மிக்க வருத்தத்துடன் தெரிவிக்கப் படுகிறது. பெரும்பாலானவை தாமதமாகவே அதுவும் தபால் வாயிலாகவே மிகவும் நிதானமாக அனுப்பிவைக்கப்படுகின்றன என்பது எல்லோருடைய பார்வைக்கும் கொண்டுவரப்படுகிறது. இதற்குப் பொதுவாகத் தெரிவிக்கப்படும் காரணம், நகல் பெருக்கி (ரோனியோ) பொறியில் ஏற்படும் தாமதமே என்பது தான். நகல் பெருக்கிக்கு ஏற்றவாறு உத்தரவுகளைப் படி எடு தாளில் (ஸ்டென்சில்) தட்டச்சு செய்யும்போதே, மைபடி தாளுக்குக் (கார்பன் பேப்பர்) கீழே தட்டச்சு செய்யும் உத்தரவின் ஒன்று அல்லது இரண்டு நகல்களை எடுக்க முடியும். இதில் ஒன்றில் கையொப்ப மிட்டு உடனடியாகக் கொடுத்தாலும் கெசட்டில் பதிப்பிக்க ஏற்கப்படும் என்பது தலைமை அலுவலக அலுவலர்கள் எல்லோருக்கும் தெரிவிக்கப்படுகிறது. பிறகு, படி பெருக்கியிருந்து எடுக்கப்படும் உத்தரவின் ஒரு பிரதியை அனுப்பி வைக்கலாம். உடனடியாக அனுப்பி வைக்க, மைபடி தாளின் நகலே (கார்பன் காப்பி) பொதுமானதாகும்.

பெரும்பாலான உத்தரவுகளும், ஆணைகளும் அவற்றின் இணைப்பிலே கூட உரிய பொறுப்புடையவரின் கையெழுத்தின்றி அனுப்பப்படுகின்றன. இனி இப்படி அனுப்பப்படும் உத்தரவுகள் ஏற்றுக் கொள்ளப்பட மாட்டா என்று உறுதியாகத் தெரிவிக்கப்படுகிறது.

அனுப்பப்படும் ஒருசில உத்தரவுகள், படிக்கக்கூட இயலாத அளவுக்குத் தெளிவில்லாத நான்காவது அல்லது ஐந்தாவது நகல் படியாக உள்ளன. இத்தகையவைகளும் இனி ஏற்கப்படமாட்டா.

ஒரு முக்கிய வழிகாட்டி உத்தரவை கெசட்டில் பதிப்பிக்க அனுப்புவதுடன் உரிய அலுவலரின் பொறுப்பு முடிந்து விடுவதில்லை. அது கெசட்டில் இடம் பெறவில்லை என்றால் நேர்முக உதவியாளர்/தமிழ் வளர்ச்சியின் கவனத்திற்கு உடனே அதைக் கொண்டு வர வேண்டும். உத்தரவின் நகல் தாமதமாக அனுப்பப்பட்டதுதான் கெசட்டில் வராததற்குக்காரணமா என்பதை அறிந்து கொண்டு, அது அடுத்து வரும் கெசட்டிலாவது இடம் பெறுகிறதா என்பதை அவர்கள் உறுதி செய்து கொள்ள வேண்டும். சம்பந்தப்பட்ட கோப்பில் குறிப்பிட்ட ஆணை எந்த கெசட்டில் எந்தப் பக்கத்தில் வெளியிடப்பட்டுள்ளது என்று குறித்த பின்பே அந்த கோப்பை முடிக்க வேண்டும். இப்படிச் செய்தால் எந்த ஒரு முக்கிய வழிகாட்டி உத்தரவும் கெசட்டில் இடம் பெறாது நழுவிட வாய்ப்பே இருக்காது.

கெசட்டின் முக்கியத்துவத்தை நன்கு உணர்ந்து அதில் வெளியிட வேண்டி அனுப்பும் உத்தரவு, ஆணைகளின் நகல்களைத் தாமதமின்றியும், உரிய கையெழுத்தோடும் தெளிவான பிரதியாகவும் அனுப்பி வைத்து ஒத்துழைக்க வேண்டும் என்று தலைமை அலுவலகங்களிலுள்ள எல்லா அலுவலர்களும் கேட்டுக் கொள்ளப்படுகிறார்கள்.

பொ. ஈசுவரமூர்த்தி,  
செயலர்.

Memorandum No. 049561/365/S6(4)/86—3 (Adm. Branch) Dated 24—9—1987.

Sub: Establishment—T.N.E.B.—Decentralisation of work from Central Office to Distribution Division Office in O&M System in respect of Regular Work Establishment.

Ref: 1. B.P.Ms. (CH) No. 170 (Adm. Br.), Dt. 22—3—86.  
2. B.P.Ms. (CH) No. 231 (Adm. Br.), Dt. 2—5—86.

The Superintending Engineers of Operation and Maintenance are informed that according to the scheme of decentralisation, the Assistant Divisional Engineers are empowered to sanction leave of all kinds to certain categories of staff. However, the Service Rolls of these staff are maintained in the Office of the Divisional Engineer and they have to be brought up to date by the Divisional Engineer's Office on receipt of the copy of the order sanctioning the leave from the Assistant Divisional Engineer. There may be some instances where the Service Rolls are not brought up to date with reference to the leave sanction orders issued by the Assistant Divisional Engineer on account of non receipt of the copies in the Divisional Engineer's office. As the Service Roll is a very important document, it is absolutely necessary to see that entries of leave sanctioned are entered then and there in the Service Rolls. Normally the draft of the leave sanction order is printed and copies are used. In this connection, the Superintending Engineers of Operation and Maintenance are informed that in the draft sanction order a certificate may be added at the end indicating that entries have been made in the Service Roll and the leave at credit. On receipt of the copy of the sanction order from the Assistant Divisional Engineer, the Divisional Engineer should fill in the certificate after making entries in the Service Roll and send the certificate to the Assistant Divisional Engineer concerned. The Assistant Divisional Engineer in turn will wait for this certificate and only on receipt close the papers relating to the sanction of leave. He should attach this certificate to the office copy of the order sanctioning the leave.

The receipt of the memo may be acknowledged.

D. Krishnamoorthi,  
Chief Engineer/Personnel.

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DELEGATION OF POWERS—Renting of Private Building—Enhancement of Powers for sanctioning rent to the D.Es./E.Es.—Orders issued.

B.P. Ms. (FB.) No. 78

(Administrative Branch)

Dated 25—9—1987.  
Purattasi 9, Prabhava,  
Thiruvalluvar Aandu 2018.

**Proceedings :**

At present, the Divisional Engineer/Executive Engineers are empowered to sanction rent not exceeding Rs. 15/- per month for each case for the private buildings occupied by the Board's Office. This monetary limit was fixed long ago.

2. The rents have gone up considerably manyfold even in Villages. The prevailing rents for building suitable for accommodating Section Offices in Village Panchayats range from Rs. 150/- to Rs. 200/- per month. Thus, the powers delegated to Divisional Engineers/Executive Engineers cannot be exercised by them, as no accommodation is available for a rent of Rs. 15/- per month.

3. In view of the increase in prevailing rent for buildings being demanded by the owners of buildings, it has been suggested that the present monetary powers of the Divisional Engineers/Executive Engineers to sanction rent may be enhanced from Rs. 15/- to Rs. 200/- per month.

4. After careful consideration, the T.N.E.B. hereby approves, the enhancement of the monetary powers of the Divisional Engineers/Executive Engineers to sanction payment of rent from Rs. 15/- to Rs. 200/- (Rupees Two hundred only) per month in each case for the private buildings occupied by the Board, subject to fulfilment of norms as contained in B.P. Ms. (FB) No. 117 Technical Branch, dated 6—3—1984 (i.e.) where the rent is satisfied by the R.O.R. Certificate issued by the Assistant Executive Engineer/Civil of the System.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel).

Memo. No. 125933/S4/344/A2/87—1, (Administrative Branch) dated 25—9—1987

Sub : Establishment—Control of Civil Sub-division and Central Stores—Regarding.

It has been stated during the Regional Chief Engineers meeting held on 21—8—'87, that different practices are adopted in various systems in respect of control of the Civil Sub-divisions and the Central Stores in the systems, attaching them to Divisional Engineer/General or Divisional Engineer/M.R.T. or Divisional Engineer/Construction and Improvement. Hence, it was examined whether an uniform practice may be adopted for the control of these two units in all the O&M system

Chairman has instructed that uniform procedure should be adopted, and agreed to place them under the control of the Divisional Engineer/General of the system.

The Regional Chief Engineers of all the regions and the Superintending Engineers of all O&M systems are therefore requested to place the Civil Sub-division and Central Stores under the control of Divisional Engineer/General and send a confirmatory report urgently.

D. Krishnamoorthi,  
Chief Engineer (Personnel).

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ELECTRICITY—Reorganisation of Distribution office and rationalisation of its functions—Terms of reference and formation of Committee—Orders—Issued.

Boards Proceedings Ms. (Ch.) No. 369 (Secretariat Branch)

Dated 26—9—1987.  
Purattasi 6, Prabhava,  
Thiruvalluvar Aandu 2018.

#### Proceedings :

The distribution section office forms the basic unit for administration works and accounting including revenue collection. When the number of consumers attached to each section and the number of distribution transformers to be maintained by each section were small, the Section officer was able to pay attention to all aspects of his works. The position has changed considerably over the last 10 to 15 years. The number of services in a section and the number of transformers to be maintained by each section have increased considerably. The staff in a section have also increased correspondingly. Today the section officer is required to spend a considerable portion of his time meeting consumers, hearing their complaints and initiating action for redressal of grievances. The reorganisation of revenue collection viz. introduction of card billing has thrown the responsibility for correct billing and prompt collection on the section officer.

Taking note of the above situation, the Board has decided to appoint a committee to go into the question of reorganisation of the set-up in the Distribution systems. The Committee will consist the following :

1. Mr. D. S. Nelson, (Chairman of the Committee) Member (Distribution)
2. Mr. T. B. Chikkoba, Chief Engineer/Planning
3. Mr. G. R. Sundararajan, Regional Chief Engineer/Madurai
4. Mr. S. Sellaratnam, Regional Chief Engineer/Madras
5. Mr. V. Srinivasan, Financial Controller/Revenue
6. Mr. V. Balasubramanian, Superintending Engineer, Rural Electrification and Improvement (Distribution) (Member, Secretary).

The following will be the terms of reference for study by this committee :

- I. (i) Prompt service to consumer  
(ii) Ensure quality of work  
(iii) Prompt accounting of revenue and  
(iv) Quick redressal of grievances of employees as well the modification to the present organisational set up at section/sub-division level required,
- II. (a) If the situation needs a change for better organisational set up in the section/sub-division, the desirable alternatives should be specified.



(b) If however, the present set up is found to be satisfactory the changes that could be made at the section level to reduce the burden of work on the distribution section officer and the level to which the responsibilities could be distributed among the various categories of staff in the section.

III. Whether it is desirable to lay down duties and responsibilities of section staff in detail as represented by various unions/associations and if so to specify the duties and responsibilities of various categories of staff.

IV. (a) Necessity to change the rules governing recruitment, training, promotion and posting and procedures etc. to be followed for the modified set up.

V. The scope for reducing the clerical works in the section by suitably suggesting as alternative to existing pattern of returns/register maintained.

VI. Necessity to reduce dependance on Section Offices by Sub divisions and Divisions on matters of furnishing details such as number of services Transformers, length of lines etc. relating to sections by maintaining suitable registers for the same in the Sub Division, Divisions.

VII. The Committee shall consider the views of various Unions/Associations on the subjects covered by the terms of reference and make its recommendations in this regard.

VIII. The Committee shall submit its report within two months.

(By Order of the Chairman)

P. Easwaramurthi  
Secretary

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Delegation of powers—Delegation of powers to certain Officers of Tamil Nadu Electricity Board—  
Orders—Issued.

B. P. Ms. (FB) No. 86

(Secretariat Branch)

Dated 28—9—1987  
Purattasi 12, Prabhava,  
Thiruvalluvar Aandu 2018.  
Read:

- (i) B. P. Ms. No. 1781 dt. 29—10—1974.
- (ii) B. P. Ms. No. 216 dt. 26—10—1979.
- (iii) B. P. Ms. (FB) No. 44 (S.B.) dt. 10—6—1984.
- (iv) B. P. Ms. (FB) No. 106 (S.B.) dt. 7—11—1986.
- (v) B. P. Ms. (FB) No. 7 (S.B.) dt. 30—1—1987.

#### Proceedings :

The Tamil Nadu Electricity Board delegates powers to certain officers as indicated below with immediate effect.

#### I. Inspector General of Police (Vigilance):

- (i) To sanction all kinds of leave (except Casual Leave) including surrender of Earned Leave and payment of leave salary thereof and to approve additional charge arrangement upto (inclusive) 39 (thirty nine) days for all those below the rank of Superintending Engineers in Vigilance Wing, excluding the staff borne on Secretariat Cadre.
- (ii) Sanction of cash allowance to police officers from the level of Inspector of Police and above serving in the Board on deputation in lieu of provision of orderly constables.

#### II. Secretary:

- (i) Sanction of encashment of Earned Leave at the time of retirement and permitting surrender of Earned Leave and drawal of leave salary thereof to officers of the rank of Divisional Engineers and Superintending Engineers. Sanction of all kinds of leave (other than Casual Leave) and to approve additional charge arrangements upto (inclusive) 39 days to officers of the rank of Divisional Engineers.



- (ii) Sanction of cash allowance to Chief Engineers in lieu of surrender of residential Office Helper.
- (iii) Rectification of pay anomalies in respect of all employees in Class II service and in respect of employees of Class III and Class IV service in Board Office Secretariat Branch and Board Office Audit Branch.

**11. Divisional Engineers and Executive Engineers of Generation Circles :**

Payment of vehicle tax on all vehicles owned by the Board payable to Regional Transport Department.

(By Order of the Board)

P. Easwaramurthi,  
Secretary.

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**Memo. No. 10625/S4/A1/87—10, (Adm. Branch) dated 28—9—1987**

Sub : Establishment—Class I to IV Services—Provincial and Regular Work Establishment categories—Annual General Continuance of posts for the year 1986-87—  
Authorisation for the month of September 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 30—11—'86, 28—2—'87, 31—3—'87, 30—4—'87, 31—5—'87, 30—6—'87, 31—7—'87 and 31—8—'87 in the systems/circles/projects and Headquarters offices indicated in the Annexure, excluding those which stand abolished by specific orders, shall be claimed for the month of September 1987.

(By Order of the Chairman)

D. Krishnamoorthi,  
Chief Engineer (Personnel)

**Encl :**

**ANNEXURE**

1. Ennore Thermal Power Station
2. Regional Chief Engineer (Distribution)/Trichy
3. Madras Development Circle
4. Technical Branch I to V Units—excluding those for which continuance specifically issued
5. Chingleput Electricity System (South)
6. Chingleput Electricity System (North)
7. South Arcot Electricity System (South)
8. South Arcot Electricity System (North)
9. Tiruvannamalai Electricity System
10. Vellore Electricity System (East)
11. Vellore Electricity System (West)
12. Trichy Electricity System (South)
13. Trichy Electricity System (North)
14. Coimbatore Electricity System (North)
15. Coimbatore Electricity System (South)
16. Dharmapuri Electricity System
17. Madurai Electricity System
18. Anna Electricity System
19. Thanjavur Electricity System (East)
20. Thanjavur Electricity System (West)
21. Mettur Electricity System
22. Salem Electricity System
23. Udumalpet Electricity System

**LABOUR—Tamil Nadu Electricity Board—Revision of work allocation and staff pattern—Benefit of probation, Seniority and increment for the staff promoted against work load posts—Orders—Issued.**

B. P. Ms. (Ch) No. 373

(Secretariat Branch)

Dated the 28th September, 1987.  
12, Purattasi, Prabhava,  
Thiruvalluvar Aandu 2018.

Read :

- (1) B. P. Ms. No. 1707 dt. 31—12—77.
- (2) B. P. Ms. No. 123 (S. B.) dt. 1—3—80.
- (3) B. P. Ms. (FB) No. 86 (S. B.) dt. 24—10—85.

**Proceedings :**

In the B. Ps. 1 and 2 cited above, revision of work allocation and staff pattern of field workmen and Revenue Accounting staff in O & M systems and Store staff was ordered. It was directed that the effective date for the limited purpose of probation, seniority and increment of those staff who would be promoted consequent on the sanction of additional posts in accordance with the Terms of Settlement would be 1—10—77 and 1—4—80 and that the monetary benefit would however accrue to the workmen only from the date of their joining duty in the promoted post.

2. The above benefit was not extended while orders were issued in the reference (3) cited above, revising work allocation and staff pattern as the same was not specifically covered under the Settlement. Now it has been represented that the above benefit ordered in B. Ps. (1) and (2) cited above may be extended to the employees promoted to the posts sanctioned in terms of the revised work allocation and staff pattern as on 1—4—87, as delay in promotions have taken place.

3. After careful consideration the Tamil Nadu Electricity Board directs that the staff promoted against posts sanctioned as on 1—4—87 as also the staff promoted after 1—4—87 against posts sanctioned as on 1—4—86, with reference to the work load Settlement be permitted to enjoy the benefit of probation, seniority and increment with effect from 1—4—87. The monetary benefit will however, accrue to the workmen only from the date of their joining duty in the promoted post.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

**ERRATUM**

Page No.	Existing Entry	To be corrected as
(1) 616 1st Memo. para 3 2nd line	for	far
(2) 649  U.O. dt. 31—8—87	G.O. Ms. No. 1631 PWD dt. 14—8—87	G.O. Ms. No.. 1638 P.W.D. dt. 14—8—87

—EDITOR

# Finance

## PART—III

### Finance

Circular Memo. No. DFC/Bud/XB/MSA/87 (Accounts Branch) Dated 1—9—1987.

#### Sub: Rendering of Monthly Accounts.

In spite of repeated instructions, it is noticed that the Monthly Accounts are not rendered in time. Consequently, the progress reports due to Government, Financial Institutions etc. are considerably delayed. A serious view is taken on these delays by these Agencies.

2. The failure to keep up the schedule in preparing the Monthly Accounts has also resulted in inordinate delay in closing the Annual Accounts and rendering the Balance Sheet. The Balance Sheet could not also be placed before the Assembly within the prescribed due dates.

3. It has now been decided to fix specific responsibilities for these failures. The following time schedule should be adhered to, in clearing the back log:

The Monthly Accounts to the end of July'87 should be rendered before 10th September' 87. The monthly accounts for August'87 should be rendered before 30th September'87. The Monthly Accounts from September '87 onwards should be rendered on the prescribed due date viz. 20th of the succeeding month.

If the above due dates are not adhered to by the Systems/Circles, the Dy. Financial Controller concerned or the Accounts Officer concerned where there is no Deputy Financial Controller will be held responsible for the delay and disciplinary action will be initiated against them.

4. The receipt of this Memo. may please be acknowledged to the Chief Financial Controller.

B. Vijayaraghavan,  
Chairman.



Memorandum No. 36270—E1/87—1, (Secretariat Branch) dated 1—9—1987.

Sub: LOANS AND ADVANCES—House Building Advance—Allotment of funds made for the year 1987—'88—Utilisation of funds by the Sanctioning Authorities—Review made—Instructions—Issued.

Ref: (i) Board's Memo. No. 66126—E1/86—2, dt. 17—12—86.  
(ii) Board's Memo. No. 17198—E1/87—2, dt. 11—5—87.

Allotment of funds have been made to the Sanctioning Authorities of House Building Advance for the following categories during the year 1987—88 :—

Sl. No.	Category	Period of the application.
1.	Plot-cum-Construction/Construction.	Left over cases received prior to 31-3-86. Quarter ended 30-6-86. Quarter ended 30-9-86. Quarter ended 31-12-86.
2.	Enlargement/Improvement.	Left over cases received prior to 30-9-86. Quarter ended 31-12-86.
3.	Ready Built House.	For the left over cases upto 31-12-86. Quarter ended 31-3-87. Quarter ended 30-6-87.
4.	Additional House Building Advance.	For the left over cases upto 31-12-86. Quarter ended 31-3-87.

2. On review of the utilisation certificates pertaining to the period ended 30-6-87 sent by the Sanctioning Authorities of House Building Advance, it is observed that on an average, only 6% of the amount allotted by the Board towards purchase of Plot and Construction, Constn. and Enlargement Improvement has been utilised by the Sanctioning Authorities as on 30-6-1987 and some of them have not even utilised this 6% of the amount allotted to them. It is observed that in most of the cases even formal sanction has not been issued.

3. In this connection attention is invited to Board's memo. first cited wherein necessary instructions have already been issued to take immediate action for sanction of house building advance or to release instalment to the applicants who have applied for the same in a complete shape, as per House Building Advance Rules for which funds have already been allotted by Board without any delay and also to persuade the applicants to produce the renewal of the Building Plan and other particulars, if any, required as per House Building Advance Rules for sanction of House Building Advance.

4. It is also to be stated that only if the funds allotted for the year 1987-88 towards House Building Advance are fully utilised, allotment for further periods could be considered during the next financial year. Surrender of funds allotted, resulting in re-allotment for the same purpose during the next year will cause difficulty to allot funds for fresh cases. This aspect should be clearly understood.

5. The Sanctioning Authorities are therefore requested to follow the instructions already issued in Board's memo. first cited and to ensure that funds allotted to them are fully utilised without any lapse:

6. Receipt of this memo. may be acknowledged.

P. Easwaramurthi,  
Secretary.

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Memorandum No. 20008-El/87-13, (Secretariat Branch) Dated the 1st September 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/87-87/87 dated 25-2-1987.

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 the 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, Tirunelveli Kattabomman, Electricity System.	21-8-87	45,000/-
2.	Superintending Engineer, Madras Elec. System/Distn./Central.	25-8-87	97,999/-
3.	Superintending Engineer, Ramnad Electricity System.	24-8-87	1,22,000/-
Total Rs.			2,64,999/-

(Rupees Two lakhs sixty four thousand nine hundred and ninety nine 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.

**Circular No. 252/CFC/DFC/Accounts/87 (Accts. Br.), Dt. 1—9—87.**

**Sub : Important points to be taken note of while winding up Project/Construction Circles.**

Of late, it is noticed that even after the Project/Construction works are completed, several outstanding financial and accounting issues are kept pending without finalisation. It is obvious that the Project/Construction Circle staff cannot be indefinitely continued even after the completion of the work. All issues should be finalised without any delay and all suspense balances should be cleared even before the circle is wound up and before the residual works are handed over to Generation or Operation and Maintenance Circle as the case may be.

2. If, in spite of all efforts, certain outstanding items are still pending on the date of winding up such as court cases, Arbitration cases etc. detailed handing over notes should be prepared in respect of all outstanding issues, indicating each item in detail and given to the circle taking over the work.

3. All work orders should be properly closed. It should be ensured that materials drawn have been fully accounted for. All the instructions contained in the following references should be scrupulously followed.

(a) Chairmen's Circular No. 81725/O & M Cell/83—1, dt. 3—10—83.

(b) Chairman's Circular No. 94547/O & M Cell/83—1, dt. 14—11—83.

(c) 100117/E8/3/87—1 (Adm. Branch), dt. 31—7—87.

4. All Tools and Plant items drawn should be accounted for on closure of the works. A clearance certificate should be obtained from the Central Office by all the officers who had drawn Tools and Plant items.

5. Detailed list should be prepared regarding pending Purchase Orders and Contracts and pending bills of contractors and suppliers. All the files relating to such outstanding bills, the connected SRBs, all measurement books, the Bank Guarantees, performance guarantees, if any, are to be handed over with full details. The guarantee period to be watched etc. should be specifically pointed out.

6. Detailed notes should be prepared regarding pending litigation cases and Arbitration cases if any. All the relevant records should also be handed over in tact.

7. All title deeds etc. for the assets like Sale deed, lease deeds patta etc. should be listed out and handed over.

8. Details of all unadjusted advances to suppliers/contracts, details of pending items to be recovered from supplies/contractors and even third parties like deposit if any paid to postal authorities, rent deposit if any etc. for private buildings used by Board etc. should be furnished indicating the reasons for non-adjustment or non-recovery of these items. It is not sufficient if the ledgers only are handed over. A schedule should be prepared and tallied with Accounts.

9. Details of withheld amounts, Security Deposits held etc. should be prepared indicating the itemwise break-up duly reconciling with the books of accounts.

10. Similarly, in the case of staff and officers, care should be taken to see that all outstanding items against them pending recovery are intimated to the system/circle to which they are transferred. In addition to the outstanding items like festival advance, House Building Advance etc., which are included in the Last Pay Certificate, there may be several other cases wherein recovery is to be ordered, for example, stock verification shortage etc. All these recoveries should also be included in the Last Pay Certificate or brought to the notice of the other system/circle with proper acknowledgement after reconciliation of all suspense accounts.

11. It should be ensured that all Temporary advances and imprest accounts tour advances etc. have been closed and balance remitted by the Officers. If there are any outstanding items, it should be specifically brought to the notice of the taking over circle.

12. All inter system transactions should be reconciled. Details of pending acceptances should be listed out and handed over with all relevant records.

13. In case any payments had been made against defective supplies but had not been got replaced till the date of winding up, full particulars of such cases are to be given. Other items like unaccounted materials rejected supplies etc. should also be listed out and handed over.

14. All other permanent records like Cash book, ledgers, Plant Records, Stores ledgers etc. should be handed after preparing detailed list of vouchers and records handed over.

15. It was noticed that action is not taken in majority of the cases to dispose off unserviceable items etc. All such items to be condemned are kept in the stores and handed over to the Operation and Maintenance Circles. This is highly irregular. After some years, old records are reported to be not traceable and it could not be verified whether these equipments have served the life period etc. It should be the responsibility of the Project/Construction circle to finalise all condemnation proposals in the case of unserviceable items and action should also be taken to dispose off all scrap, unserviceable and obsolete items.

16. The above instructions are only supplemental to instructions already issued on the subject and also to the various instructions contained in the Manuals and Codes of the Government that are applicable to Board also.

17. It should be the endeavour of the Project/Construction Circles to see (1) that Board's interests are not affected by overlooking any recoveries due from contractors, suppliers, staff or third parties; (2) to ensure that all records etc. are properly handed over (3) to see that full details of all unsettled claims are given to the Operation and Maintenance circle taking over the Plant, and (4) to see that all the assets of the Project are properly handed over along with relevant plant records and title deeds.

18. It would be the responsibility of both the handing over and taking over officers to see that the above instructions are strictly complied with.

B. Vijayaraghavan,  
Chairman.

● ● ●

U. O. No. 062275/Adm. Br./G1-2/546/87-4, dated 2-9-87.

Sub: Loans and advances—Grant of advance to the employees of the Board for the purchase of Text Books and payment of Special fees etc. for their Children—Reallotment of additional funds during the financial year 1987-88—Orders—Issued.

Ref: 1. B. O. Sectt. Br. Memo. No. 14284-E1/87-1  
dt. 8-5-87.

2. This Office U. O. No. 062275/Adm. Br./G1-2/546/87-2  
dt. 28-6-87.

In continuation of this Branch U. O. cited, additional funds may be reallotted to the Officers of the Board, as per annexure enclosed, for the grant of advance to the employees of the Board for the purchase of Text Books and payment of Special fees etc. for their Children during the financial year 1987-88.

2. The Officers of the Board may also be informed that the request for further reallotment of additional funds will not be entertained, as the funds allotted for the financial year 1987-88 have fully exhausted and no fund is available for reallotment.

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

D. Krishnamoorthi,  
Chief Engineer/Personnel.

Encl: One Annexure.

Encl. :

## ANNEXURE

Statement showing the additional funds reallocated to the System/Circle Office towards grant of advance for the purchase of Text Books and payment of Special fees etc. for the financial year 1987—1988.

Sl. No.	Name of the Office	Additional fund allotted
1.	Board Office/Administrative Branch	Rs. 300/-
2.	Board Office/Accounts Branch	Rs. 300/-
3.	Chief Engineer/Civil Designs	Rs. 300/-
4.	R.C.E./Distribution/Madras	Rs. 300/-
5.	R.C.E. Distribution/Vellore	Rs. 300/-
6.	R.C.E./Distribution/Trichy	Rs. 300/-
7.	R.C.E./Distribution/Madurai	Rs. 300/-
8.	S.E./Transmission	Rs. 300/-
9.	S.E./Load Despatch & Grid Operation	Rs. 300/-
10.	S.E./Designs (Electrical)	Rs. 300/-
11.	S.E./Thermal (Coal)	Rs. 300/-
12.	S.E./Electrical/Designs/N.M.T.P.P.	Rs. 300/-
13.	S.E./Civil/Hydel	Rs. 300/-
14.	S.E./I.E.M.C.	Rs. 300/-
15.	S.E./Materials Management I.	Rs. 300/-
16.	S.E./Investigation	Rs. 300/-
17.	S.E./Hydro Project (Electrical)	Rs. 300/-
18.	S.E./P&C/Madras	Rs. 300/-
19.	S.E./C/M.T.P.P.	Rs. 300/-
20.	S.E./G.C.C./West/Coimbatore	Rs. 300/-
21.	S.E./C&GI./K.P.S.H.E.P./Minparai	Rs. 300/-
22.	S.E./G.C.C./Madurai	Rs. 300/-
23.	S.E./Generation/Hydro Areas/Erode	Rs. 600/-
24.	S.E./C/T.T.P.S.	Rs. 1,200/-
25.	S.E./Tirunelveli Kattabomman E.S.	Rs. 1,500/-
26.	S.E./Thanjavur Elec. System/West	Rs. 1,200/-
27.	S.E./Mettur Workshop Circle	Rs. 600/-
28.	S.E./Generation/Tirunelveli	Rs. 600/-
29.	S.E./Coimbatore Elec. System/South	Rs. 900/-
30.	S.E./Thanjavur Elec. System/East	Rs. 1,800/-
31.	D.E./Power House/M.E.S./G./B.B.P.H.	Rs. 300/-
32.	S.E./Electrical/L.M.H.E.P.	Rs. 300/-
33.	S.E./South Arcot Elec. System/South	Rs. 3,000/-
34.	S.E./Salem Elec. System	Rs. 3,600/-
35.	S.E./Purchase & Administration/ETPS	Rs. 1,200/-
36.	S.E./Vellore Elec. System (East & West)	Rs. 3,300/-
37.	S.E./G.C./Kundah	Rs. 2,400/-
38.	S.E./Dharmapuri Elec. System	Rs. 1,800/-
39.	S.E./Coimbatore Elec. System/North	Rs. 600/-
40.	S.E./Periyar Elec. System	Rs. 600/-
41.	S.E./Tiruvannamalai Elec. System	Rs. 1,200/-
42.	S.E./Madurai Elec. System	Rs. 5,100/-
Total		Rs. 38,400/-

(Rupees Thirty Eight Thousand and four hundred only)

Circular Memo. No. 008473/CFC/DFC/A/cs/MR/Drawal of Cheques/87—5 (Accts Br.), dt. 3—9—87.

Sub : Custody of Cash and Cheques—Further instructions.

Ref : Circular Memo. No. 008473/CFC/DFC/A/cs/MR/Drawal of Cheques/87-4, dated : 1—8—87.

In para 3 (iii), it was ordered that the allotment cheques received from Headquarters should be deposited only after getting specific orders of the Deputy Financial Controller or Accounts Officer concerned. It is hereby clarified that the above orders should be obtained in writing before releasing the allotment cheque for depositing into the Bank. It is also instructed that the Pay-in-slips should be signed only by the Officer in-charge of Cash Section for depositing the allotment cheque received from Headquarters.

2. It is noticed that in some cases the Bank has supplied only Bearer cheques. This is not in order. For use against Board's Drawing Accounts, only Order cheques should be requisitioned and obtained and even if it is not supplied, the 'Bearer' should be struck off and 'Order' substituted with a rubber stamp. It will be the responsibility of the officer in-charge of Cash Section to see that this has been done before the cheque book is brought to use.

3. It is seen that, in some Systems/Circles, intimation to the Bank that a particular cheque book has been brought into use is not being sent to the Bank. This should be invariably sent by the Officer in-charge of the Cash Section.

4. In some Systems/Circles, a Register is not maintained to record the details of self-cheque drawn indicating the name of the staff, in whose favour the self-cheque has been endorsed, the cheque number, amount, etc. The cheque can be handed over to the staff for encashment only after obtaining his signature on this Register. Just as a Remittance Register is maintained for recording the details of cash sent for remittance, it is absolutely essential to maintain a Register indicating the details of self-cheque drawn as indicated above. After receipt of the amount, the Officer in-charge should close the entry indicating that the amount has been received and accounted for in the Cash Book.

5. It is also noticed that a Register is not maintained to get the signature of the officers who are holding the keys of the Cash Chest, etc. When the Key is handed over to another officer when the officer in-charge of Cash goes on leave, it is done informally in some Systems/Circles. This is highly irregular. A handing over, taking over Register should be maintained, wherein the signature of the officer handing over should be obtained and the acknowledgement of the taking over officer also recorded in the same register. When one key is with the Accountant the same procedure should be followed when it is handed over to another Accountant while going on leave, etc.

6. The receipt of this Memo. should be acknowledged to the Chief Financial Controller.

Arjunan Gnanaolivu,  
Accounts Member.

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Endt. No. DFC/Bud/XB/FF/Acct/857/87 (Accounts Branch), dt. 7—9—87.

Ref : G.O. Ms. No. 672 Finance dt. 24—7—1987.

Copy communicated to all Chief Engineers, Regional Chief Engineers and Superintending Engineers, Chief Internal Audit Officer, Deputy Financial Controller's in CFC's office for information and guidance.

Arjunan Gnanaolivu,  
Accounts Member.

Copy of G. O. Ms. No. 672 Finance B.G.I. Dept. dt. 24—7—1987.

Tamil Nadu Budget Manual Volume I—Amendment to Tamil Nadu Budget Manual Volume I—Deletion of the name of Tamil Nadu Legislative Council in the Tamil Nadu Budget Manual, Volume I consequent on the Abolition of Tamil Nadu Legislative Council—Orders—issued.

Read :—

From the Public/Legislative Wing Department  
U. O. Note No. 100958/86—1, dt. 5—11—86  
communicated in Finance U. O. Note No. 136643/OP. Misc./86—1, dt. 5—11—86.

Order :

The following amendment is issued to the Tamil Nadu Budget Manual, Volume I :—



**Amendment**

In the above, Manual, in any paragraph or sub. paragraph to the said Manual mentioned in column (1) of the Table below, for the expressions mentioned in the corresponding entries in column (2) thereof, whether the said expressions occur in one place or more than one place, the expressions mentioned in the corresponding entries in column (3) of the said Table shall be substituted :—

Enclosure :

**THE TABLE**

Para, Sub. Para (1)	Expressions for which the expressions in column (3) are to be substituted (2)	Expressions which are to be substituted for the expressions in column (2) (3)
Introductory :		
para. 2. First Sentence	Both the Houses of the Legislature	the Legislative Assembly
para. 3. (c)	Legislature	Legislative Assembly
Second sentence in para. 3 (d)	Legislature	Legislative Assembly
Second sentence in para. 7	Legislature	Legislative Assembly
Heading in para. 10	Legislature	Legislative Assembly
Third sentence in the sub. para in para 10	both the Houses of the Legislature	the Legislative Assembly
Heading in para. 11	Legislature and Both the House of Legislature are	Legislative Assembly and Legislative Assembly is
Second sentence in para 12	either house of the Legislature	the Legislative Assembly
Third sentence in para 12	both the Houses of the Legislature	the Legislative Assembly
First sentence in para. 13	Legislature	Legislative Assembly
Second and third sentences in para. 13	Legislature	Legislative Assembly
Sub. para (3) in para 17	both the Houses of the Legislature	Legislative Assembly
Sub. para. 7 (c) under para. 17	both the Houses of the Legislature	the Legislative Assembly
Sub. para. 7 (j) under para 17	Legislature	Legislative Assembly
First sentence in sub. para (71) of para. 17	Legislature	Legislative Assembly
Second sentence in sub. para. (74) of para 17	Legislature and both the Houses	Legislative Assembly
First sentence in para 76 (a)	Legislature	Legislative Assembly
Fourth sentence in para. 84 (a)	Legislature	Legislative Assembly
Last word in para. 84 (a)	Legislature	Legislative Assembly
First sentence in para 85.	Legislature	Legislative Assembly
Heading under 'CHAPTER—VI'	Presentation of the Budget to and its disposal by the Legislature	Presentation of the Budget to and its disposal by the Legislative Assembly
Para. 87 (iv) (i)	Legislature	Legislative Assembly
First sentence and second sentence in para. 88	Legislature	Legislative Assembly
First sentence in para. 89	Legislature	Legislative Assembly
Para. 90 (i)	Legislature	Legislative Assembly
Second line in para. 91	Legislature	Legislative Assembly
sub. para. under para. 91 shall be deleted		
First sentence in para 92	Legislature	Legislative Assembly
The word Chairman appearing in the—first line in para. 94 shall be deleted.		
First sentence in para 94	both the Houses of the Legislature	the Legislative Assembly
concluding sentence in para. 94	both the Houses	the Legislative Assembly

(1)	(2)	(3)
Second sentence in para. 95.	The Legislative Council is not required to vote on the demands for grants Legislature	Deleted
Second Sub. Para in para. 96 (ii) In para. 97 the words	"the Legislative Council" shall be deleted	Legislative Assembly
First sentence in para. 100	Legislature	Legislative Assembly
First sentence in para. 101	Legislature	Legislative Assembly
Item No. 9 in first para of para. 105	Legislature	Legislative Assembly
First sentence in para. 108	Legislature	Legislative Assembly
Second sentence in para. 108	Legislature	Legislative Assembly
The words "the Secretary of the Legislative Council Department" and "Council" appearing in the sub. para. under para. 130 shall be deleted.		
First sentence in para. 144	Legislature	Legislative Assembly
Para. 153 (b) (2)	Legislature	Legislative Assembly
First sentence in para. 153 (e)	Legislature	Legislative Assembly
First sentence in para 153 (f)	Legislature	Legislative Assembly
Second sentence in para. 153 (g)	Legislature	Legislative Assembly
Third sentence in para. 153 (g)	Legislature	Legislative Assembly
Para. 155 (a) (iii)	Legislature	Legislative Assembly
First sentence in para. 155 (c)	Legislature	Legislative Assembly
Last sentence in para. 159	Legislature	Legislative Assembly
Last sentence in para. 160 (a)	Legislature	Legislative Assembly
Para. 165	Legislature	Legislative Assembly
Para. 168	Legislature	Legislative Assembly
Para. 169 (b)	Legislature	Legislative Assembly
Para. 169 (c)	Legislature	Legislative Assembly
Para. 169 (d)	Legislature	Legislative Assembly
Para. 170 (b) (iv)	Legislature	Legislative Assembly
Para. 170 (b) (vi)	Legislature	Legislative Assembly
Para. 170 (c)	Legislature	Legislative Assembly
Para. 170 (d)	Legislature	Legislative Assembly
Serial number 10 in Col, (3) in para. 175	Legislature	Legislative Assembly
Para. 176	Legislature	Legislative Assembly
Para. 177	Legislature	Legislative Assembly
Para. 181 (i)	Legislature	Legislative Assembly
Para. 183 (iii)	Legislature	Legislative Assembly
Para. 184	Legislature	Legislative Assembly
Para. 187	Houses	Legislative Assembly
Para. 188	Legislature	Legislative Assembly
Para. 190 (d)	Legislature	Legislative Assembly
In para. 203 (i) The words "and not more than five members shall likewise be elected by the Council from among its members. The members elected by the Council shall be members of the Committee for all purposes except for voting" shall be deleted.		
The beginning sentence in para. 209(b) viz.,		"Copies of the report will also be laid on the Table of the Legislative Council" shall be deleted.
Para. 232 (c)	Legislature	Legislative Assembly

(By Order of the Governor)

C. Ramachandran,  
Commissioner and Secretary to Govt.

(True Copy)

Accounts—Tamil Nadu Electricity Board—Annual Accounts for the year 1986—87 and Balance Sheet as on 31—3—1987 (Preliminary) — Approved and adopted.

B. P. Ms. (FB) No. 30

(Accounts Branch)

Dated 8—9—1987

**Proceedings :**

The Tamil Nadu Electricity Board resolves that the Annual Accounts of the Tamil Nadu Electricity Board for the year 1986-87 and Balance Sheet as on 31—3—1987 (Preliminary) as prepared, be adopted and approved.

(By Order of the Board)

Encl :

Arjunan Gnanaolivu,  
Accounts Member.

**TAMIL NADU ELECTRICITY BOARD**  
**REVENUE ACCOUNT FOR THE YEAR 1986—87** **STATEMENT—1**

Schedule No.	Particulars	This year 1986—87	Previous year 1985—86
(Rupees in Lakhs)			
<b>Income :</b>			
1.	Revenue from Sale of Power	69,593	59,773
2.	Revenue Subsidies and grants	22,433	21,074
3.	Other Income	1,145	1,331
	<b>Total Income (A)</b>	<b>93,171</b>	<b>82,178</b>
<b>Expenditure :</b>			
6.	Purchase of Power	24,350	20,431
7.	Generation of Power	27,327	23,059
8.	Repairs & Maintenance	3,406	3,824
9.	Employee Costs	18,357	17,158
10.	Administration & Genl. expenses	3,082	2,075
11.	Depreciation and other related debits	4,691	4,356
12.	Interest and Finance Charges	12,468	10,922
	<b>Sub-Total (B)</b>	<b>93,681</b>	<b>81,825</b>
13.	Interest charges capitalised	26	29
14.	Other expenses capitalised	3,974	2,492
	<b>Total Expenses Capitalised (C)</b>	<b>4,000</b>	<b>2,521</b>
	<b>Sub-Total (B)—(C)</b>	<b>89,681</b>	<b>79,304</b>
15.	Other Debits	440	86
	<b>Total Revenue Expenses</b>	<b>90,121</b>	<b>79,390</b>
	<b>Net Surplus</b>	<b>3,050</b>	<b>2,788</b>

Encl : 2

TAMIL NADU ELECTRICITY BOARD

STATEMENT No. 2

## NET REVENUE AND APPROPRIATION ACCOUNT FOR THE YEAR 1986—87

S. No.	Particulars	This year 1986—87	Previous year 1985—86
(Rupees in Lakhs)			
1.	Balance carried forward from last year	—	—
2.	Surplus/Deficit from Revenue Account.	3050	2788
3.	Credits :—		
	Transfer to General Reserve	—	—
4.	Appropriations :		
	(i) Contributions to Reserve and Reserve Funds	—	—
	(ii) Contribution to Development Fund	—	2788
	Balance carried forward	3050	—

Encl : 3

TAMIL NADU ELECTRICITY BOARD

Statement No. 3

## Balance Sheet as at 31st March 1987

Schedule No.	This year as at 31st March, 1987	Previous year as at 31st March, 1986
(Rupees in lakhs)		
<b>Net Assets :</b>		
19. Gross Block	159882	148520
Less :—Accumulated Depreciation	49541	44868
Net Fixed Assets	110341	103652
21. Capital Expenditure in progress	102975	72569
22. Assets not in use	...	...
23. Deferred costs	...	...
24. Intangible Assets	...	...
25. Investments	1910	1965
<b>Net Current Assets :</b>		
26. Total current Assets	67986	55226
<b>Less :—</b>		
Total current Liabilities		
27. Security Deposit from consumers	14252	12796
28. Other current Liabilities	56041	46826
Total current Liabilities	70293	59622
Net current Assets	(—) 2307	(—) 4396
29. Subsidy Receivable from Government	134893	112460
Net Assets	347812	286520
<b>Financed by :</b>		
30. Borrowings for Working Capital	...	93
31. Payments due on Capital Liabilities	38521	33194
32. Capital Liabilities	71664	59629
33. Funds from State Govt.	176729	150729
34. Contributions, Grants and subsidies towards cost of Capital Assets.	34757	25453
35. Reserves and Reserve Funds	14501	8562
Development Fund	8590	5802
Surplus	3050	2788
	347812	286250

Memorandum No. 19991-E1/87-8, (Secretariat Branch) dated 9-9-1987.

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 Allotted
			Rs.
1.	Superintending Engineer, Operation, Tuticorin Thermal Power Station.	21-8-87	25,000/-
2.	Superintending Engineer, Dharmapuri Electricity System.	22-8-87	66,500/-
3.	Superintending Engineer, Vellore Electricity System/East.	20-8-87	78,800/-
4.	Superintending Engineer, Purchase & Administration, Ennore Thermal Power Station	1-9-87	37,000/-
5.	Superintending Engineer, Chingleput Electricity System/South.	27-8-87	34,000/-
6.	Superintending Engineer, Tirunelveli Kattabomman Elec. System.	29-8-87	15,600/-
7.	Superintending Engineer, Coimbatore Electricity System/North.	27-8-87	34,000/-
		Total Rs.	<u>2,90,900/-</u>

(Rupees Two lakhs ninety thousand and nine hundred only)

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

3. Receipt of this memorandum should be acknowledged immediately.

P. Easwaramurthi,  
Secretary

Memorandum No. 20925-EI/87-4, (Secretariat Branch) Dated the 10th September, 1987

Sub : Loans and Advances—Advances for Celebration of Marriage—Allotment of funds for the year 1987-'88—Orders Issued.

Ref : (i) Board's Lr. No. 20925—EI/87—1, dated 7—4—87.

(ii) Board's Memo. No. 20925—EI/87—3, dt. 22—7—87.

In continuation of Board's memorandum second cited a total sum of Rs. 1,68,750/- (Rupees One lakh sixty eight thousand seven hundred and fifty only) is allotted to the Sanctioning Authorities of Marriage Advance as in the Annexure for the year 1987-'88 for sanction of marriage advance to the employees of the Board who have applied for marriage advance during 1987-'88, and for release of 25% of marriage advance in respect of cases wherein 75% of Advance has already been paid during 1985-'86 and 1986-'87.

2. The un-utilised portion of the amount should be surrendered by the Sanctioning Authority by the end of December '87 positively without fail.

3. Receipt of the memorandum should be acknowledged immediately.

P. Easwaramurthi,  
Secretary.

Encl :

### ANNEXURE

Sl. No.	Sanctioning Authority	Amount of 25% of Marriage Advance required for the cases sanctioned during 1985-'86 & 1986-'87	Amount required for applications received during 1-4-87 to 30-5-87
(1)	(2)	(3)	(4)
		Rs.	Rs.
1.	S.E./Madras Elec. System/D/North	1,500 (2)	6,000 (2)
2.	S.E./Madras Elec. System/D/Central	2,250 (3)	—
3.	S.E./Chingleput Elec. System/South	NIL	—
4.	S.E./Chingleput Elec. System/North	2,250 (3)	—
5.	S.E./South Arcot Elec. System/South	NIL	—
6.	S.E./Salem Elec. System	NIL	—
7.	S.E./Dharmapuri Elec. System	6,750 (9)	—
8.	S.E./Periyar Elec. System	750 (1)	51,000 (17)
9.	S.E./Thanjavur Elec. System/East	—	66,000 (22)
10.	S.E./Trichy Elec. System/South	750 (1)	—
11.	S.E./Trichy Elec. System/North	NIL	—
12.	S.E./Pudukkottai Elec. System	2,250 (3)	—
13.	S.E./Madurai Elec. System	1,500 (2)	—
14.	S.E./Anna Elec. System	750 (1)	—
15.	S.E./Kamarajar Elec. System	2,250 (3)	—
16.	S.E./Chidambaram Elec. System	2,250 (3)	—
17.	S.E./Kattabomman Elec. System	750 (1)	—
18.	S.E./Kanyakumari Elec. System	NIL	12,000 (4)
19.	S.E./G.C.C./Madras	NIL	—
20.	S.E./G.C.C./Trichy	750 (1)	—
21.	S.E./Mettur Workshop Circle	3,000 (4)	—
22.	S.E./Investigation	NIL	—
23.	S.E./Transmission	NIL	—
24.	R.C.E./Distn./Madras	NIL	—
25.	R.C.E./Distn./Trichy	—	6,000 (2)
26.	C.E./Tran. & Grid Operation	NIL	—
27.	S.E./Civil/North Madras Thermal Power Project	—	NIL
28.	S.E./Kadamparai/P.C.C./South	NIL	—

Memorandum No. BOAB/'I' Section/A.V/D. No. 84/87 dt. 11—9—1987

**Sub :** Tamil Nadu Electricity Board—Payment of Special Contribution to the Contributory Provident Fund subscribers under Regulation 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 kept in abeyance—Revised.

- Ref :**
1. B.P. Ms. (FB) No. 1 (Audit Branch) dt. 10—4—1987.
  2. Stay Orders of the High Court, Madras dt. 14—7—1987 in SA No. 78 of 1987 in CA No. 181/87.
  3. BOAB/Memo. No: BOAB/CPF (Investment) Unit—V/D.No. 74/87 dt. 21—8—1987.
  4. Orders of the High Court in SA No. 78/87 in CA No. 181/87 dt. 31—8—1987.

In the Memorandum third cited, it has been ordered that the payment of Special Contribution as ordered in B.P. Ms. (FB) No. 1, (Audit Branch) dt. 10—4—1987 should be kept in abeyance in view of the Stay Orders issued by the High Court in the reference second cited on the operation of the said B. P.

2. The Interim stay has been vacated in the order of the High Court dt. 31—8—1987. Hence, it is ordered that the Special Contribution should be paid to the C.P.F. Subscribers as per orders issued in B.P. Ms. (FB) No. 1 (Audit Branch) dt. 10—4—1987 and further instructions issued in this regard in Circular Memos No. BOAB/CPF (Inv)/Unit—V/D. 19/87 dt. 13—5—1987, BOAB/CPF (Inv)/Unit—V/D. 50/87 dt. 27—6—87 and B.P. Ms. (Ch) No. 8 (Audit Branch) dt. 20—5—1987.

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member

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Ch.'s Circular Memo. No. DFC/Bud/X/B/FF/Economy/87/Accounts Branch dated 11—9—87.

**Sub :** Financial stringency due to failure of monsoon—Economy in expenditure and tightening up of collections due to the Board.

The failure of the southwest monsoon and the consequent reduction in hydro generation have resulted in a steep fall in the revenues of the Board and increase in expenditure on thermal generation and Power purchase. It has therefore become necessary to exercise the utmost economy in expenditure and also ensure that collections are maximised. The following instructions are issued in this regard to be observed until further orders :—

## 2. Economy In Expenditure :

- (i) No new sanctions shall issue for construction of or improvements to office buildings, stores buildings, guest houses, and residential quarters except for essential staff of sub-stations.
- (ii) All sanctions for the kind of works referred to in (i) above for which contracts are not yet awarded are kept in abeyance and such constructions shall not be taken up.
- (iii) In the kind of works referred to in (i) above where the contract has been awarded but work actually not commenced at site, the execution shall be deferred.
- (iv) No expenditure on normal repairs to buildings or maintenance expenditure such as painting, white washing, colour washing, etc. shall be incurred.
- (v) No new sanctions shall issue for purchase of vehicles or for hiring of vehicles.
- (vi) All sanctions for purchase of vehicles for which payments have not yet been made are kept in abeyance and vehicles shall not be purchased.

- (vii) No expenditure shall be incurred on additional fittings in vehicles.
- (viii) All expenditure on guest houses is prohibited except for routine maintenance.
- (ix) There shall be no purchase of furniture, curtains, carpets, etc. and expenditure on repairs to furniture is banned.
- (x) No expenditure shall be incurred on Seminars, Exhibitions and Sports.
- (xi) Deputation of officers outside their jurisdiction to attend seminars, workshops, conferences etc. shall be restricted to the barest minimum.
- (xii) Training courses shall be limited to the courses conducted by the Board and approved job-oriented specific training programmes.
- (xiii) During the rest of the financial year there shall be a 10% cut in the balance of Budget provisions available as on 1-9-87 under the following heads:

- (a) Travelling Allowance
- (b) Vehicle running expenses—petrol and oil (other than trucks/delivery vans).
- (c) Telephone and Trunk calls
- (d) Printing and Stationery.
- (e) Books and periodicals.
- (f) Repairs and maintenance of vehicles.
- (g) Repairs and maintenance of office equipments.

(xiv) No fresh sanction of House Building Advances or Additional House Building Advances shall be accorded. Only where sanctions have already been accorded the instalments will be released.

(xv) No sanction of vehicle advances shall be accorded.

With reference to the above instructions on economy in expenditure, the Superintending Engineers and Deputy Financial Controllers/Accounts Officers should review the sanctions and expenditure on day-to-day basis and also the expenditure incurred with reference to the monthly accounts and ensure that these instructions are fully complied with. The Chief Engineer should also over-see the compliance of these instructions by the Superintending Engineers. The expenditure incurred by the Systems/Circles will also be subjected to detailed scrutiny and examination at Headquarters with reference to the monthly accounts rendered by the Systems/Circles and suitable directions will be given to the Systems/Circles in the matter.

### **3. Tightening up of the collections due to the Board**

- (i) Disposal of scraps, obsolete stores, etc. shall be immediately attended to and the proceeds from these disposals promptly obtained.
- (ii) Recoveries from Suppliers/Contractors and from other agencies, wherever due, shall also be promptly effected and credited to Board's account.
- (iii) The review of additional Security Deposit from consumers and collections as a result of the review shall be speeded up and the revenue realised quickly.
- (iv) There shall be no delay in meter reading, billing and collections from consumers.
- (v) Collection of other charges from consumers shall also be promptly made.

4. A serious view will be taken of violation of any of these instructions.

5. The receipt of this Circular Memo. should be acknowledged to the Chief Financial Controller.

**B. Vijayaraghavan,**  
Chairman.



Memo. No. X/Rev./Gen. II/F. 41/87-4 (Accounts Branch) dt. 15-9-1987.

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Sub: Introduction of Bi-monthly System of Card Billing of energy charges and collection—Assessment and Collection during September 1987 and October 1987—Instruction—issued.

Ref: B. P. Ms. (FB) No. 74 (Secretariat Branch) dated 25-8-1987.

— — —

Orders have been issued in the B. P. cited that the Bi-monthly System of Card Billing of energy charges and collection shall come into effect from 1st October 1987. All the Superintending Engineers/Distribution are requested to ensure that the following arrangements for assessment and collection are made during the months of September and October 1987.

- (i) The present monthly assessment and collection should be continued, as usual, during the month of September 1987.
  - (ii) The collection work in respect of the services assessed during the second cycle of September 1987 under monthly Card Billing System should be attended to from 1st October 1987 to 15th October 1987 as usual.
  - (iii) There will be no assessment work in respect of any service during the period from 1st October 1987 to 15th October 1987 in view of the change over from the monthly System of assessment and collection to Bi-monthly System of assessment and collection during October.
- (2) The first assessment under the Bi-monthly System of Card billing of energy charges and collection will commence from 16th October 1987 and the first collection under the Bi-monthly System will commence from 1st November 1987.
- (3) There will be no change in the working of the Revenue Branches till 31st October 1987 and they will continue to work under the monthly System of assessment and collection till the 31st October 1987. Their revised working under the Bi-monthly System will commence from 1st November 1987. However, advance payments, if any, by consumers before 31st October 1987 in respect of the first assessment under the Bi-monthly System from 16th October 1987 should be accounted for in October 1987 accounts by the Revenue Branches.
- (4) Detailed working instructions for the Bi-monthly Systems are being issued separately.
- (5) The receipt of this memo, should be acknowledged to the Financial Controller/(Revenue)

Arjunan Gnanalivu,  
Accounts Member.

**AMENITIES—Generation Circle, Kundah—Screening of 16mm. films in various camps—Estimate for the year 1987-88—Approval—Accorded.**

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

(Administrative Branch)

Dated 16—9—1987  
Aavani 31, Prabhava,  
Thiruvalluvar Aandu 2018-

Read :

From the Superintending Engineer/Generation/Kundah Ir. No. SEG/K/AEP/D4/F.S.F./  
D.101/87 dated 16—3—87.

**Proceedings :**

The Superintending Engineer/Generation Circle/Kundah has sent a proposal for sanction of a sum of Rs. 4,14,600/- towards the expenditure for screening of 16mm. cine films for the year 1987—1988 in the following 16 (SIXTEEN) camps of Generation Circle, Kundah to the employees of Tamil Nadu Electricity Board and to their family.

- |                   |                       |
|-------------------|-----------------------|
| 1. Upper Bhavani  | 9. Moyar              |
| 2. P.H. V         | 10. Geddai            |
| 3. Emerald        | 11. Athikkadavu       |
| 4. Porthimund     | 12. Parali            |
| 5. Parsons Valley | 13. Pillur            |
| 6. Glenmorgan     | 14. Kundah Lower Camp |
| 7. Singara        | 15. Kundah Upper Camp |
| 8. Masinagudi     | 16. Surge Shaft II    |

2. After careful consideration, the Tamilnadu Electricity Board hereby accords sanction for an estimated cost of Rs. 3,68,000/- (Rupees Three lakhs and sixty eight thousand only) towards the expenditure for screening of 16mm. cine films to the employees of Tamilnadu Electricity Board and to their family for the year 1987—88.

3. The details of the expenditure sanctioned are furnished in the Annexure enclosed.

(By Order of the Board)

D. Krishnamoorthi,  
Chief Engineer (Personnel.)

**Encl. :**

Encl :

## Annexure

Sl. No. (1)	Description (2)	Quantity (3)	Rate (4)	per (5)	Amount (6)
			Rs.		Rs.
1.	Hire charges for screening of 16 mm. films at Upper Bhavanl Power House-V and Emerald. (3 consecutive days)	Colour film   39 weeks Black & White film. 13 ..	1100.00 600.00	week ..	42,900.00 7,800.00
2.	Hire charges for screening of 16 mm. film at Porthimund and parsons valley Camp. (2 consecutive days)	Colour film   39 .. Black & white film 13 ..	800.00 450.00	.. ..	31,200.00 5,850.00
3.	Hire charges for screening of 16 mm. film at Glenmorgan and Singara camps. (2 consecutive days)	Colour film   39 .. Black & white film 13 ..	800.00 450.00	.. ..	31,200.00 5,850.00
4.	Hire charges for screening of 16 mm. film at Moyar and Masinagudi Camp. (2 consecutive days)	Colour film   39 .. Black & white film 13 ..	800.00 450.00	.. ..	31,200.00 5,850.00
5.	Hire charges for screening of 16 mm. film at Geddai, Athikadavu and Surge Shaft-II. (3 consecutive days)	Colour film   39 .. Black & white film 13 ..	1100.00 600.00	.. ..	42,900.00 7,800.00
6.	Hire charges for screening of film at Pillur and parali Camps. (2 consecutive days)	Colour film   39 .. Black & white film 13 ..	800.00 450.00	.. ..	31,200.00 5,850.00
7.	Hire charges for screening of 16 mm. film at Kundah Lower and Kundah Upper Camps. (2 consecutive days)	Colour film   39 .. Black & white film 13 ..	800.00 450.00	.. ..	31,200.00 5,850.00
8.	T. A. to the staff including forwarding of luggage charges towards bringing film boxes from Distributors to the main camps and to return the same to the Distributors.	—	—	..	48,583.60
9.	Cost for transporting film and projectors between camps in Board vehicle,	—	—	..	26,078.00
10.	Operator charges for screening the films.	—	—	..	6,656.00
Total :			Rs.		3,67,967.60
Say			Rs.		3,68,000.00

(Rupees Three lakhs Sixty eight thousand only)

**Dearness Allowance—Revised rates of Dearness Allowance to employees of Tamil Nadu Electricity Board covered by B.P. Ms. (FB) No. 86 (Sectt. Branch) dt. 24—10—85 for the quarter from 1—10—87 to 31—12—87.**

B. P. Ms. (Ch) No. 359

(Secretariat Branch)

Dated 17—9—1987

Purattasi 1, Prabhava,  
Thiruvalluvar Aandu 2018.  
Read :

B.P. Ms. (Ch) No. 249 (SB) dt. 9—7—87.

**Proceedings :**

There is an increase of 16 (Sixteen) points in the average of All India Consumers Price Index No. for the Industrial Workers for the quarter ended 30—6—87 (i.e 703 points) above that of the previous quarter ended 31—3—87 (i.e. 687 points).

2. In view of the above and in accordance with the principles laid down in paragraph 2(ii) (b) of B.P. Ms. (FB) No. 86 (Sectt. Branch) dt. 24—10—85, the Tamil Nadu Electricity Board directs that the rates of Dearness Allowance payable for the quarter from 1—10—87 to 31—12—87 to the employees of the Board covered by B.P. Ms. (FB) No. 86 (SB) dt. 24—10—85 shall be regulated as detailed below :—

1. Below Rs. 560/-	...	Rs. 373.75	(347.35 + 26.40)
2. Rs. 560/- and above but below Rs. 620/-	...	Rs. 397.75	(371.35 + 26.40)
3. Rs. 620/- and above but below Rs. 710/-	...	Rs. 421.75	(395.35 + 26.40)
4. Rs. 710/- and above but below Rs. 910/-	...	Rs. 439.75	(413.35 + 26.40)
5. Rs. 910/- and above	...	Rs. 457.75	(431.35 + 26.40)

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

● ● ●

**Tamil Nadu Electricity Board—Industrial Development Bank of India—Bills rediscounting Scheme—Availing additional limit for 1986—87 (July—June)—Proposal—Approved and ratified.**

Board's Proceedings Ms. (FB) No. 32

(Accounts Branch)

Dt. 22-9-87.

Read :

B.P.Ms. (FB) No. 21 (Accounts Br.) Dt. 30-7-86.

**Proceedings :**

The Tamil Nadu Electricity Board approves the following :

(i) To avail an additional limit of Rs. 25,00,00,000/- (Rupees Twenty five Crores only) sanctioned by the Industrial Development Bank of India, for the limit year 1986—87, aggregating the limit for the year to Rs. 60,00,00,000/- as per terms and conditions of Industrial Development Bank of India.

(ii) To ratify the action taken to avail the additional limit of Rs. 25,00,00,000/- in anticipation of approval of the Board.

(iii) The Financial Controller, Purchase and Deputy Financial Controller/Tender be authorised, singly on behalf of the Board, to sign and execute all connected documents relating to the bills rediscounting facilities, offered by the Industrial Development Bank of India, and ratified their action of having signed the connected documents in anticipation of approval.

and (iv) To request the Government of Tamil Nadu to give guarantee for the repayment of the Principal and Interest in respect of the limit mentioned above, availed during 1986—87 (Industrial Development Bank of India year July 1986 to June 1987).

(By Order of the Board)

Ajman Gnansolivu  
Accounts Member.

Tamil Nadu Electricity Board-Industrial Development Bank of India-Bills Rediscounting Scheme-Availing of limit for 1987-88 (July-June) Proposal-Approved.

Board's Proceedings Ms (FB) No: 33

(Accounts Branch)

dt. 22-9-87.

**Proceedings :**

The Tamil Nadu Electricity Board approves the following :

(i) To avail the bills rediscounting facilities, offered by the Industrial Development Bank of India, for the normal limit of Rs. 20,00,00,000/- (Rupees twenty crores only) sanctioned, as per terms and conditions of the Industrial Development Bank of India, for the limit year 1987-88 (July 87-June 88).

(ii) To approach the Industrial Development Bank of India, for a further allotment of Rs. 40,00,00,000/- (Rupees forty crores only), under the "Bills Rediscounting Scheme" and if offered by the Industrial Development Bank of India, to avail the additional limit of Rs. 40,00,00,000/-.

(iii) The Financial Controller, Purchase and Deputy Financial Controller, Tender, be authorised singly on behalf of the Board, to sign and execute all connected documents relating to the bills rediscounting facilities offered by the Industrial Development Bank of India.

and (iv) To request the Government of Tamil Nadu to give a guarantee for the repayment of principal and interest, in respect of the limit mentioned above, to be availed during 1987-88 (Industrial Development Bank of India year July 87 to June 88).

(By Order of the Board)

Arjunan Gnanaolivu,  
Accounts Member.

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Circular Memo No. 124710/647/Adm.Br./Tariff-I(4)/87-1 dated 23-9-1987

Sub : Drought Relief-Agricultural Pumpset service connections-collection of arrears etc.

Ref : G.O. Ms. No. 1886, Public Works Department, dated 18-9-87.

In view of the prevailing drought conditions in the State, the following instructions are issued, in respect of dismantling and disconnection of Agricultural Pumpset service connections :

1. In respect of agricultural pumpset service connections already dismantled or treated as dismantled in terms of B.P. Ms. (FB) No. 123 (Administrative Branch) dated 30-12-'86 and B. P. Ms. (FB) No. 124 (Adm. Branch) dated 30-12-'86, as amended in B.P. Ms. (CH) No. 496 (Adm. Branch) dated 24-8-'87, the existing instructions will apply and there is no modification in the instructions except that

(i) these services already treated as dismantled should not actually be dismantled till 29th February 1988 and

(ii) there shall be no further dismantlement of Agricultural pumpset service connections till 29th February 1988, other than dismantlement of agricultural pumpset service connections for theft of power or malpractices.

2. There shall be no further disconnection of agricultural pumpset service connections till 29th February 1988, except services to be disconnected for theft of power or malpractices.

3. Agricultural pumpset service connections already disconnected (but not dismantled or treated as dismantled) shall be reconnected till 29th February 1988, without collection of arrears except reconnection fee, if the Agriculturist applies for such reconnection provided, along with the application, the Agriculturist produces a certificate from the Thasildar concerned that there are possibilities of raising crops in the field and water sufficient for irrigation is available in the well where the pumpset is installed whose reconnection is applied for. Such reconnections should not, however, be effected for disconnected services for theft of power or malpractices.

4. All the arrears postponed due to the above instructions in respect of agricultural pumpset service connections, including interest on the arrears and old arrears payable under the 1+1 formula including interest, along with the lump sum charges payable in February 1988, should be collected by 29th February 1988, failing which dismantlement/treating as dismantled and disconnection of services should be proceeded with immediately.

5. The receipt of this Memo should be acknowledged to the Financial Controller (Revenue).

B. Vijayaraghavan  
Chairman

Encl. :

Copy of G.O. Ms. No. 1886 Public works Department Dated 18—9—1987.

**Electricity—Drought Relief Agricultural Service connections—Collection of arrears etc—Instructions—Issued.**

**Order :**

In view of the prevailing drought condition in the State the Government have examined the question of postponement of collection of current consumption charges for agricultural service connections and reconnection of disconnected agricultural service connections where there is availability of water for pumping and standing crops. The following instructions are issued, in the matter of collection of arrears etc. from Agricultural service connections :—

- (1) For non-payment of dues in respect of Agricultural services, there shall be no further disconnection or dismantlement of services till 28th February 1988.
- (2) The arrears as on 31st January 1988, including the old arrears payable under the 1+1 formula, will be collected in February 1988 also along with the lumpsum charges payable in February 1988.
- (3) Agricultural services already disconnected shall be reconnected if the agriculturist applies for reconnection provided there is possibility to pump water for irrigation purposes. Along with the application, the agriculturists should produce a certificate from the Tahsildar concerned that there are possibilities of raising crops in the field and water, sufficient for irrigation, is available in the well where the pumpset is installed, whose reconnection is applied for.
- (4) The Board is requested to apply to the Rural Electrification Corporation for a loan of Rupees Ten Crores under the usual terms exclusively for reconnection of dismantled services, on receipt of which the reconnection shall be taken up.
- (5) The above instructions shall not apply to Agricultural services disconnected or dismantled for theft of power or malpractices.

(By Order of the Governor)

P.S. Pandyan  
Commissioner and Secretary to  
Government.

To  
The Chairman, Tamil Nadu Electricity Board, Madras-2.

(True Copy)

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**Memorandum No. 55233—SPS/87—1 (Secretariat Branch) dated the 23rd September 1987.**

**Sub : Sports—Tamil Nadu Electricity Board Teams—Economy in expenditure—Orders issued—Participation in Tournaments—Instructions—Issued.**

**Ref : Circular Memo. No. DFC/Bud./X/B/FF/Economy/87, dated 11—9—87.**

In the circular Memo. cited, instructions have been issued among other things that no expenditure shall be incurred on Seminars, Exhibition and Sports. The Tamil Nadu Electricity Board Sports and Games Committee has requested that the Tamil Nadu Electricity Board Teams in various games may be allowed to Participate in the tournaments mentioned below where the sanction of expenditure is not involved except Traveling Allowance and Daily Allowance with Food Allowance etc.:

1. All India/State Level Open and Invitation Tournaments inside and outside the State.
2. Public Sector Tournaments.

3. All India Electricity Board Tournaments if conducted by other State Electricity Boards, without sanction of any expenditure, but with the permission to draw Travelling Allowance and Daily Allowance and Food Allowance.
4. Tamil Nadu State Championship.
5. Association League Championship.

2. After careful consideration of the above request, it is hereby ordered that the Tamil Nadu Electricity Board Teams in various games be allowed to participate in the tournaments mentioned in para 1 above where the sanction of expenditure is not involved except Travelling Allowance and Daily Allowance, with food allowance.

(By Order of the Chairman)

P. Easwaramurthi,  
Secretary.

• • •

Memo. No. X/Rev./Gen. II/F. 41/87—9 (Accounts Branch) dated 25—9—1987

Sub : BI-monthly System of Card Billing of energy charges and collection—Preparation of Collection Statement—Maintenance of Meter Card Registers—Green Meter Cards—Issue of Assessment Slips—Instructions issued.

Ref : (i) B.P. Ms. (FB) No. 74 (Secretariat Branch) dated 25—8—1987.  
(ii) Accounts Branch Memo. No. X/Rev./Gen. II/F. 41/87—4 dated 15—9—1987.

In terms of para 1 (i) of Administrative Branch Memo. No. 117775/725/C3—1/87—1 dated 9—9—87, the requirement of Assessors for each Division in terms of B.P. Ms. (FB) No. 74 (Sectt. Branch) dated 25—8—87 should be worked out immediately and the requirement allotted to each section. The total number of services under the charge of the Section should be allocated for assessment to these Assessors in a period of 2 months commencing from 16th October '87. An Assessor should be required to assess only in even months the services allocated to him for assessment in even months. Similarly, an Assessor should assess only in odd months the services allocated to him for assessment in odd months. There should be no change in this programme of assessment once it is fixed.

2. The existing White Meter Card with the consumer and the Green Meter Card with the Assessor shall be continued until new Cards are printed and made available. In the case of consumers to be assessed during the period 16th to 25th of October '87 and in even months thereafter, the Assessors should affix a 'seal' in the existing White Meter Card of the consumer to the effect that the service will be assessed only in even months and that the payment in respect of the above assessment should be made before 15th of the succeeding month. Similarly, the Assessors should affix a 'seal' in the existing Meter Cards of consumers to be assessed in odd months. Rubber Stamps should be supplied to the Assessors by the section Officers to carryout this work. The contents of the Rubber Stamp should be as under :

"Assessment will be made in the months of October, December, February  
November, January, March"

Payment to be made before 15th of the succeeding month of assessment to avoid disconnection.

(The item inapplicable should be struck off by the Assessor)

Necessary modifications in the White Meter Cards to be printed and distributed to the consumers on 1—1—1988 will be made at Headquarter's office.

Similar stampings should be done in the Green Meter Cards also so that the Assessors will know whether a service is due for assessment in the even months or odd months.

As far as possible, the Section Officer should see that the services allocated for the even months and the odd months are more or less equal taking into account the norms for the area, and also all the services in the Distribution are allocated as far as possible to the same month of the assessment.

The Section Officers/O & M should ensure cent percent assessment of all services once in two months.

3. In services other than Agricultural services, where the period for which consumption is made and assessed is less than two months due to the service being newly connected or due to any other reason, the assessment should be regulated as under :—

Proportionate Monthly Minimum for the number of days of the consumption and actual charges for the consumption should be worked out and whichever is higher should be incorporated in the white meter card as charges. For this purpose, a month should be reckoned as comprising 30 days and two months as 60 days.

In the case of Agricultural services newly connected, if the period of assessment ending with 31st July or 31st January is less than six months the proportionate charges with reference to the lump sum charges of Rs. 75/- per Horse Power per annum of contracted load should be calculated and incorporated in the White Meter Card as charges.

4. Instructions regarding procedures to be followed in Section Offices already issued and which require modification in the context of Bi-monthly System of Card Billing are detailed below :—

Sl. No. (1)	Reference No. (2)	Subject (3)	Modified instructions (4)
1.	Accounts Branch Memo. No. X/ Rev./Gen. II/ F5/85-6 dt. 2-2-85.	Preparation of Collection Statement in triplicate.	<p>The Collection Statements should be prepared Distribution-wise in respect of Systems other than Madras Electricity Systems and Section/Sector/Street/Service Connection-wise in the Madras Electricity System. An abstract of Collection Statement for each Distribution Sector/Street shall also be prepared by the Assessor. The Abstract of the Collection Statement should be printed separately in half sheets.</p> <p>The Superintending Engineers/O&amp;M are requested to arrange for immediate supply of the Collection Statement as per the specimen form enclosed to avoid complaints that the time of the Assessors is wasted in ruling blank white sheets for want of printed forms. The form prescribed can be used for both Agricultural services and other services.</p> <p>The original copy of the completed Collection Statement should be handed over to the Section Officer by the Assessor along with the uncollected Pre-Receipts on the afternoon of the 15th of each month. If 15th of a month happens to be a holiday, they should be handed over on the next working day. The Section Officer shall retain the completed Collection Statement and send only the uncollected Pre-Receipts to the Revenue Branch for record along with a report on the disconnections effected for non-payment of current consumption charges. The original Collection Statement should be recorded in the Section office.</p>



(1)

(2)

(3)

(4)

With reference to Para 12 (v) of the Annexure-I to the B.P. cited, separate Collection Statement shall be prepared in respect of Agricultural consumers in triplicate. This should also be prepared Distribution-wise in respect of Systems other than Madras Electricity System and Section/Sector/Street/Service Connection-wise in Madras Electricity Systems.

The duplicate copy of the Collection Statement prepared by the Assessors under Bi-monthly System of Card Billing of energy charges and collection in respect of services assessed from 16th October should be sent to the Revenue Branch on 1st November 1987.

(ii) Memo. No. X/  
Rev/Gen. II/  
F5/85-12  
dt. 15-2-85.

Safe custody of  
cash collection  
and remittance  
into the Bank.

The collection staff should hand over the available collected cash at the end of every day to the Section Officer and obtain his acknowledgement for receipt of cash in the respective P.C.B. as "Cash Received" under the Section Officer's signature. The responsibility for the custody of cash overnight will it is sent for remittance rests with the Section Officer.

Where the Section Officer is not available in the office at the end of the day due to leave, camp, etc. then the collecting staff will be responsible for the collected amount till the same is handed over to the Section Officer or sent for remittance.

The collected amount should be remitted into the Bank daily and not later than the next working day unless the total amount collected and kept in the Section Office is less than Rs. 500/-.

A Regular Work Establishment staff should be provided as an Escort for remittance. If it is not possible to arrange a Regular Work Establishment staff as Escort, another collection staff should go as Escort.

On the days the Assessors are doing assessment work, the Leave Reserve, if available shall attend to the work of remitting the daily collections into the Bank if it exceeds Rs. 500/-. If no Leave Reserve Assessor is available, the Inspector of Assessment in the Section office shall attend to the work of remitting the daily collections into the Bank if it exceeds Rs. 500/-.

(iii) Accounts  
Branch  
Memo. No. X/  
Rev/Gen. II  
F5/85-8  
dt. 2-2-85

Issue of  
Assessment  
Slip by  
Assessors

(i) In the case of Assessment slip issued by the Assessor for failure to produce the White Meter Card by the consumer, the Assessor shall keep an office copy of the Assessment Slip issued by him.

(ii) In the case of Assessment Slip issued by the Assessor if the consumer leaves the premises making the Meter inaccessible for reading by the Assessor, the Assessor shall keep an office copy of the Assessment Slip issued by him.

The Superintending Engineers/O & M are requested to make immediate arrangements for printing the Assessment Slips in duplicate serially numbered having the following Note at the bottom.

(1)

(2)

(3)

(4)

**NOTE:** The Assessment Slip is issued because your premises remained locked when the Assessor visited your premises. If the meter remains inaccessible for the succeeding assessment also, please note that your service will be arranged to be disconnected.

In the case of issue of Assessment Slip for failure to produce the White Meter Card at the time of assessment of the services by the Assessor, the above Note will not apply and so should be deleted.

(iv) Arising

Maintenance  
of  
Meter Card  
Registers

The existing Meter Card Registers should be continued till the new Registers are supplied. The Section Officer should ensure that the Meter Card Registers are sent to the Revenue Branch on the first of every month in respect of assessments made in the previous month as ordered in Para 11 (i) of the above B.P. New Meter Card Registers will be arranged to be supplied after getting the same from printers.

Corrections pointed out by the Revenue Branches in the Meter Card Registers should be carried out in the relevant Green Meter Cards by the Inspector of Assessment. It should also be ensured that such corrections are carried out in the White Meter Cards by the Assessors.

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

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member.

**Memo. No. X/Rev/Gen.II/F.41/87—10, (Accounts Branch) dated 25—9—1987**

**Sub :** Bi-monthly System of Card Billing of energy charges and collection—Work allocation for staff in the Section Office—Instructions Issued.

**Ref :** 1. B.P. Ms. (FB) No. 74 (Secretariat Branch) dated 25—8—1987.  
2. Accounts Branch Memo. No. X/Rev/Gen.II/F.41/87—4, dt. 15—9—1987.

The Bi-monthly System of Card Billing of energy charges and collection will come into force with effect from October 1987 as ordered in the B.P. cited. Orders already issued in respect of work allocation which require modification in the context of the bi-monthly system of Card Billing are detailed below :—

Sl. No. (1)	Reference No. (2)	Subject (3)	Modified instructions (4)
1.	Accounts Branch Memo. No. X/Rev/ Gen.II/F5/85—11, dt. 16—2—85.	Work allocation of Inspector of Assessment in the Section Office.	<p><b>(i) Sections with one Inspector of Assessment :</b></p> <p>The Inspector of Assessment will attend to collection work including check of the Collection Work of the Assessor from 1st to 15th of a month and on extended last dates, if any. When the Assessor attends to assessment and allied work from 16th to end of the month, the Inspector of Assessment shall attend to field inspection work and the collection work on <u>alternate days</u>.</p> <p>Maintaining records for the receipt and issue of Pre-Receipts Books, Permanent Receipt Books, Petty Cash Books, Assessors' Remittance Challans, etc., shall also be attended to by the Inspector of Assessment.</p> <p><b>(ii) Sections where there are two Inspectors of Assessment :</b></p> <p>From 1st to 15th of each month and on extended last dates, if any, one of the Inspectors of Assessment should attend to collections including charges for Temporary supply services, except collections to be made by Assessors and charges from Hut Services, and the other Inspector of Assessment will attend to check of the collection work of the Assessors. The check of the collection work of the Assessors by the Inspectors of Assessment should be interchanged every month.</p> <p>The field inspection work will be attended to by one of the Inspectors of Assessment from the 16th to the 23rd of the month and the collection work will be attended to by the same Inspector of Assessment from 24th to the end of the month. The other Inspector of Assessment will attend to collection work from 16th to 23rd of the month and to field inspection work from 24th to the end of the month. While attending to field inspection work, the Inspectors of Assessment should oversee the work of Assessors as specified by the Section Officer.</p> <p>Maintaining records for the receipt of collection records like Pre-receipts, Permanent Receipts, Petty Cash Books, Assessors' Remittance Challans, etc., and issue the same to the concerned collection staff shall be attended to by one of the Inspectors of Assessment by rotation once in six months.</p>

(1)	(2)	(3)	(4)
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**(iii) Sections where there are three Inspectors of Assessment :**

In the Sections where there are three Inspectors of Assessment, one Inspector of Assessment shall attend to collection work and one Inspector of Assessment shall attend to field inspection work from 1st to 15th of every month. During this period and upto the extended last date, the third Inspector of Assessment shall check the work of Assessors doing collection work.

During the period from 16th to the last day of every month, the Inspector of Assessment who attended to collection work earlier shall attend to field inspection work, the Inspector of Assessment who attended to field inspection work earlier shall attend to collection work and the third Inspector of Assessment who attended to check of the work of the Assessor doing collection work shall also attend to field inspection work.

Suitable allocation of work among the three Inspectors of Assessment to oversee the assessment work of the Assessors shall be made by the Section Officer.

The three Inspectors of Assessment shall be interchanged as between collection work, field inspection work and overseeing the collection work of the Assessors once in six months.

Maintaining records for the receipt of collection records like Pre-Receipts, Permanent Receipts, Petty Cash Books, Assessors' Remittance Challans etc , and issue the same to the collection staff shall be attended by one of the Inspector of Assessment by rotation once in six months.

(iv) In Sections where there are three Inspectors of Assessment, if one Inspector of Assessment goes on leave, the overseeing of the assessment and collection work of the Assessors shall be done by the other two Inspectors of Assessment. In Sections where there are two Inspectors of Assessment, if one Inspector of Assessment goes on leave, the other Inspector of Assessment shall attend to collection work only and oversee the Assessors doing collection work till the other Inspector of Assessment rejoins duty. In Sections where there is only one Inspector of Assessment and he goes on leave, an Inspector of Assessment from a nearby Section shall be diverted by the Divisional Engineer/O&M till the original incumbent rejoins duty.

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

(By Order of the Chairman)

Arjunan Gnanaolivu,  
Accounts Member.

Memo. No. X/Rev./Gen. II/F.41/87—11, (Accounts Branch) Dated 25—9—1987.

Sub:—Bi-monthly System of Card Billing of energy charges and collection—Revenue Branch of the Division office—Maintenance of Consumer Ledgers—Corrections in Meter Card Register—Bill Collection Abstract—cum—Cash Book—Outstanding Ledgers—Instructions issued.

Ref:— (i) B.P. Ms. (FB) No. 74 (Secretariat Branch) Dated 25—8—1987.

(ii) Accounts Branch Memo. No. X/Rev./Gen. II/F. 41/87-4, dated 15—9—1987.

As per the Settlement, the Bi-monthly System of assessment and collection of electricity charges in Low Tension Services comes into force from October 1987. However, for practical working in the Revenue Branches, the norm of 1600 effective services per Assistant (Accounting and allied works) should be given effect to only from 1—11—1987 as instructed in Para (3) of Memo. No. X/Rev./Gen. 11/F. 41/87-4, dated 15—9—1987.

2. To enable smooth change over to the revised norms of work with effect from 1—11—1987, the matter should be considered before 1—11—1987 and the work of the surplus Assistants arising out of the revised norms should be allocated among the remaining Assistants. The allocation should be made in such a manner that there is least disturbance in the work for the period from 1—11—1987.

3. The Distribution pattern of maintenance of accounts in the Revenue Branches in the Systems other than Madras Electricity Systems and the Section/Sector/Street pattern of maintenance of accounts in the three Madras Electricity Systems should be continued. The Meter Card Registers should also be maintained in the same pattern in the Section offices of the Systems.

4. For the period from 1—10—1987 to 31—3—1988, the Consumer Ledgers that are at present in use should be continued for accounting consumers' accounts including the Agricultural consumers. Accounting should also be on a monthly basis. In the case of assessments made in October 1987, the Meter Card Registers will be available on 1st November 1987. Debits for such assessments should be booked in the Consumer Ledgers in 11/87. The collections made in 11/87 should also be accordingly booked in 11/87 and balance struck and carried forward. This will happen only in the case of services for which meter readings were taken in the month of October 1987. In respect of certain services under the control of an Assistant for which meter reading has not been received for the month of 10/87, the meter readings will be taken in the month of 11/87 and the Meter Card Registers will be made available on 1st December 1987. For these services, the debits should be booked in the month of 12/87. The collections should also be posted to the consumers' accounts in the same month.

In the case of assessment booked in the month of 11/87, the pages should be totalled and carried forward to the abstract at the end of the Consumer Ledger and consolidated journal entries made. Similar procedure should be adopted for the balances of the services assessed in the month of 11/87 and booked in 12/87. Similarly, the pages should be totalled and carried forward to the abstract at the end of the ledger in respect of columns relating to collection and balance for 11/87 and 12/87 respectively. This procedure will be carried on upto 3/88.

In respect of services given to an Assistant in the Revenue Branch, if no assessment has been made either in the odd month or in the even month, a list of such services should be made out and intimated to the concerned Section Officers for further necessary action.

In the case of services relating to Agricultural consumers and Local Body consumers where instalment payment has been permitted to be made by them, the collections should be posted in the Consumer Ledger in the month in which they have been made. Assessment in the case of Agricultural Services during the months of 12/87 and 1/88 should be booked in the month of 1/88 and 2/88 respectively, if they are included along with other services in the same Distribution.

5. For every Test Report received in the Revenue Branch office, it should be ensured that the Meter readings are taken at the earliest opportunity and further assessments are made at regular intervals, under the Bi-monthly system in the case of services other than Agriculture and in the months of June-July and December-January in the case of Agricultural services. Wherever readings are not received in respect of any Test Report, such items should be brought to the notice of the field officers.

6. New Consumer Ledgers for the years 1988—1990 will be supplied separately. Each Assistant (Accounting and allied works) should maintain separate Consumer Ledgers from April 1988 onwards, one set of ledger for recording transactions in the cases of services which are assessed in even months and the other set for the odd months. These ledgers will include all categories of consumers other than Agricultural consumers and Huts. Separate consumer Ledgers are to be maintained for Agriculture Services.

The Distribution pattern of maintenance of accounts should be continued in Systems other than Madras Electricity Systems and in the case of Madras Electricity systems the Section/Sector/Street wise pattern should be continued. Since for Agricultural Services separate ledgers are to be maintained, the serial order of services in a Distribution may get affected when there are intervening Agricultural services. To watch continuity of services in a Distribution, reference to the intervening Agricultural service numbers should be given in the Consumers' Ledgers for other categories.

7. The correction in the assessments entered in the Meter Card Registers should be made by the Assistants in the Revenue Branch as ordered in Para—11 of Annexure—I to the B.P. cited for the period from 1—10—1987 to 31—3—1988, the corrections are to be entered by the Assistants (Accounting and allied works) in the remarks columns of the existing Meter Card Register till new Registers are printed and supplied. The Meter Card Registers should be returned back to the Section Office on the 8th of the month.

8. From 1—10—1987 onwards, the P.C.B. Cash Book should be written by an Assistant as prescribed in Para—6 of Annexure—II to B.P. Ms. (FB) No. 74 (Secretariat Branch) dated 25—8—1987:

9. Ever since Card Billing was introduced on 1—1—1982, the postings of debits and credits in the Consumer Ledger could not be done promptly by the three Madras Electricity Systems at Madras, due to certain changes in procedures. Consequently, the balance in these ledgers could not be carried forward. This continues even now after the introduction of Modified Card Billing System on 4—2—1985. It may take some time after 31—12—1987 to complete this work. Pending arriving at the figure of closing balance in respect of each consumers in the Low Tension services of Madras Electricity Systems as at 30—9—1987, the postings of debits and credits should be for the month of October 1987 and balances should also be arrived at with reference to each consumer's account as from October 1987. This should be continued in the further months also. As and when the balance as on 30—9—1987 is arrived at, this should be taken to the concerned consumer's account either by debit or credit depending on the nature of the balance and the balance carried forward should be completed before 31—12—1987 without fail by payment of Honorarium to the Assistants (Accounting and allied works) as per rules.

In the case of other Systems also, it is seen from the progress reports that in a few Distributions, the debit and credit postings and subsequently the carry forward of balance has not been done upto-date. This should also to be completed before 31—12—1987 without fail by payment of Honorarium to the Assistants (Accounting and allied works) as per rules.

10. Instructions regarding the procedures to be followed in the Revenue Branches already issued and which require modification in the context of bi-monthly system of Card Billing are detailed below:

Sl. No.	Reference No.	Subject	Modified instructions
(i)	Memo. No. X/Rev./ Gen. II/F1/86—4, Dated 12—4—86.	Outstanding Ledger— Maintenance	<p>(i) Service remaining disconnected for a period of three months (six months in the case of Agricultural Service) even if there is correspondence for resumption of supply shall be excluded from the effective services in the Revenue Branch and shall be entered in the Outstanding Ledger to be maintained by the respective Assistant (Accounting and allied works) for taking further action for the realisation of the arrears, as required in para—6 Item No. (v) under Assistants—Annexure—II of B.P. first cited.</p> <p>(ii) Correspondence for recovery of the arrear amount, if any, after adjustment of the Security Deposit shall be pursued for a further period of one month after transfer to Outstanding Ledger maintained by the Assistant (Accounting and allied works).</p> <p>(iii) Even after correspondence as stated (ii) above and after adjustment of the Security Deposit, if there is any amount due from the consumer the Assistant (Accounting and allied works) shall furnish to the Accountant—III the details of such service and the amount due from them by proposing necessary Journal Entries. The Accountant—III shall enter those particulars in the Register prescribed by Special Officer/RR in his Lr. No. 50/SO (RR) Ms/83—1, dated 25—6—1983 and take further action to recover the amount under RD/RR Acts.</p> <p>(iv) All statistical information regarding disconnected services shall be furnished by the Accountant—III from the Outstanding Ledger maintained by himself and the Assistant (Accounting and allied works).</p> <p>The Revenue Supervisor should arrange to put up the Bill Collection Abstract—cum—Cash Books in complete shape within 23rd of every month to the Assistant Accounts Officer of the Revenue Branch for review.</p> <p>The Assistant (Cash Book) should incorporate the totals of the abstract of the B.C.A.-cum—Cash Book prepared by the Inspectors of Assessment as stated above in the P.C.B. Cash Book at the end of every month.</p> <p>As the Assessor collects from 1st to 15th of every month, remittance of his collection on the first working day of next month will not arise. Hence the existing orders issued in Para 3 (k) of Accounts Branch Memo. No. X/Rev./Gen. II/F5/86—12, dated 5—4—1986 are cancelled.</p> <p>The other instructions are retained.</p>
(ii)	Accounts Branch Memo No. X/Rev./ Gen. II/F5/86—12, Dt. 5—4—86.	Bill Collection Abstract-cum—Cash Book.	

11. The receipt of this memo. should be acknowledged to the Financial Controller/Revenue.

(By Order of the Chairman)

Arjunan Gnanaolivu  
Accounts Member

Encl :

Encl :

.....ELECTRICITY SYSTEM

Name of the  
Distribution :Name of the  
Section :

Section/Sector/Street

Name of the  
Assessor :Name of the  
Inspector of  
Assessment.**COLLECTION STATEMENT**(To be prepared in triplicate-separate for each Distribution  
Sector/Street)

Sl. No.	Service Number	Pre-Receipt Number	Amount			Date of collec- tion	Remarks
			Assessed during the month	Arrear included or credit allowed	Total		

**ABSTRACT**

1. No. of services as per the Collection Statement for the previous period. ...
2. **Add :** (a) New Services effected ...  
(b) Reconnections made ...
3. **Less :** Services disconnected for which no assessment is made ...
4. No. of Services to be assessed during the cycle ...  
(1 + 2 — 3 = 4)
5. No. of Pre-Receipts prepared ...
6. Reasons for the difference between 4 and 5 ...
7. Amount assessed during the Cycle ... Rs.
8. Arrear amount included/credit allowed ... Rs.
9. Total ... Rs.

Checked by

Inspector of Assessment.



Memo.No. X/Rev/Gen. II/F.41/87-12 (Accounts Branch) dated : 25-9-1987.

Sub: Bi-monthly system of Card Billing of energy charges and collection-Revenue Branch of the Division Office-Work allocation-revised instructions-issued.

Ref: 1. B.P.Ms. (FB) No. 74 (Secretariat Branch) dated 25-8-1987.  
2. Accounts Branch Memo. No. X/Rev/Gen. II/F.41/87-4 dt. 15-9-1987.

The bi-monthly system of Card Billing of energy charges and collection will come into force with effect from October 1987 as ordered in the B.P. cited. The work allocation for staff in the Revenue Branches and orders already issued in respect of work allocation which require modification in the context of the bi-monthly system of Card Billing are detailed below :

Sl. No. (1)	Reference No. (2)	Subject (3)	Modified Instructions (4)
1.	(i) Accounts Branch Memo. No. X/Rev/Gen. II/F1/85-1, dt. 28-1-85.  (ii) D.O. Lr. No. X/Rev./Gen.II/F1/88-2 dt. 20-1-86.  (iii) Memo. No. X/Rev/Gen.II/F41/87-4 dt. 15-9-87.	Allocation of effective services at 1600 per Assistant (Accounting & Allied works).	There will be one Assistant for accounting and allied works for every 1600 effective services which is to be computed from the total number of services in the Revenue Branch as follows :  (i) Services remaining disconnected for a period exceeding three months (six months in the case of Agricultural Services) are to be excluded.  (ii) Services free of electricity charges are to be completely excluded.  (iii) Each Agricultural Service with a flat rate levy for which the assessment and collection are made once in six months are to be computed as one fourth of services. Agricultural Services remaining disconnected for a period exceeding six months are to be excluded.  (iv) Each Agricultural Service coming under 1+1 formula of payment or where Belated Payment Surcharge/Interest is being collected in instalments is to be computed as one service.
2.	Memo. No. X/Rev./Gen./II/F1/86-1 dt. 10-1-86.	Assistant (Common work) Maintenance of Remittance Register.	(i) The amounts remitted by each Assessor should be entered in a separate Register known as "Remittance Register" by the Assistant (Common Works).  (ii) The Remittance Register should have the following columns :

Name of the Assessor

Date	Challan No.	Amount remitted	Name of the Bank
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(iii) The total amount as shown in the Remittance Register should be tallied each month with the total as per the Bill Collection Abstract-cum-Cash Book maintained by the Inspectors of Assessment in the Revenue Branch.

(1)	(2)	(3)	(4)
3.	Accounts Branch Memo. No. X/Rev./ Gen.II/F5/87-27. dt. 19-4-87.	Revenue Super- visors-Work allo- cation.	<p>(i) In the Revenue Branches where there are three Revenue Supervisors, each Revenue Supervisor will supervise the work of one of the three Inspectors of Assessment in the Revenue Branch as allocated by the Assistant Accounts Officer of the Revenue Branch.</p> <p>(ii) In addition to attending to the work at the Revenue Branch as stated in (i) above, each Revenue Supervisor should conduct Surprise Inspection of Cash collection Centre of the Section Offices in such a way that each Section is inspected by one of them twice every month. Each Section should be inspected for one day. Where in a Revenue Branch, under this arrangement of surprise inspections, the number of inspections per month is less than eight days for each Revenue Supervisor, the number of inspections per month should be so increased that each Revenue Supervisor does inspections for eight days per month.</p> <p>(ii) The tour programme of each Revenue Supervisor should be approved by the Assistant Accounts Officer in advance, each tour programme covering not more than 7 days with a view to maintain the confidentiality of the tour programme. In case of any special surprise inspection of any section office in addition to the surprise inspection indicated in (ii) above, the Tour Programme should be approved in advance by the Divisional Engineer in-charge of the Revenue Branch.</p> <p>(iv) During Inspection of the Section Office, the work of one of the Assessors nominated by the Assistant Accounts Officer and the work of the Inspector of Assessment doing collection work should be checked by the Revenue Supervisor.</p> <p>(v) In the Revenue Branches where there are four Revenue Supervisors, three Revenue Supervisors should be allocated work as in (i) above. All the four Revenue Supervisors should however conduct surprise Inspection of the Cash Collection Centre of the Section Offices as in (ii) above. The Revenue Supervisor who is not attending to supervision of the work of the Inspector of Assessment in the Revenue Branch should be allocated works relating to receipt and issue of stationery and should be assisted by the Inspector of Assessment in the Revenue Branch.</p> <p>(vi) The Inspection Reports of the Revenue Supervisors on the work of the Assessors and the Inspector of Assessment in the Section Office should be submitted in the Proforma at Annexures I and II enclosed.</p>

(1)	(2)	(3)	(4)
4. Memo. No. X/Rev Gen. II/F5/87-26 dt. 19-4-87.	Special Grade Revenue Supervisors —Work allocation.	<p>(i) The proposals for sanction of additional Assessors, Inspectors of Assessment and Revenue Supervisors should be initially dealt with in the Administrative Section of the System and then sent to Assessment Officer and Accounts Officer (Revenue)/Deputy Financial Controller for check and recommendation. Such proposals referred from the Administrative Section of the System should be checked by the Special Grade Revenue Supervisors and with the remarks and recommendations of the Assessment Officer/Accounts Officer/Revenue/Deputy Financial Controller the proposals should be sent back to the Administrative Section of the System for obtaining the approval of the competent authority.</p> <p>(ii) The claims in respect of Pro-rata wages should be routed through the Divisional Engineer concerned for initial processing in the Division office and onward transmission to Central Office for check by the Special Grade Revenue Supervisor and Assessment Officer for sanction and payment.</p> <p>(iii) Surprise inspections of Collection Centres should be done, whenever instructed by the Assessment Officer and Accounts Officer (Revenue)/Deputy Financial Controller/Superintending Engineer, for about seven days in a month. Each collection Centre should be inspected for one day. The Tour Programme should be approved by the Assessment Officer in advance.</p> <p>(iv) The Inspection Report for the surprise inspections conducted as per para 17 (iv) of Annexure I to the B.P. cited should be submitted as per the proforma enclosed (Annexure III).</p>	

2. Receipt of this memo. should be acknowledged to the Financial Controller/Revenue.

(By Order of the Chairman)

Arjunan Gnanaolivu  
Accounts Member

Encl: 3

Encl. : 1

## ANNEXURE—I

## TAMIL NADU ELECTRICITY BOARD

## SYSTEM

Inspection Report of the Revenue Supervisor on the work of Inspector of Assessment.

1. Name of the Section inspected :
2. Date of Inspection :
3. Date of last inspection :
4. Name of the Inspector of Assessment and date from which the Inspector of Assessment is working in the Section. :
5. (a) Cash (including cheques and Drafts) on hand at the time of inspection and whether it is correct as per the Receipts issued by the Inspector of Assessment. :
- (b) Whether the collections made by the Inspector of Assessment from the date of last inspection are correct as per the Receipts issued by the Inspector of Assessment. :
- (c) Whether the collections so made have been remitted into Bank and have been remitted in time. :
- (d) Whether daily collections are handed over to the Section Office and acknowledgement obtained in the P.C.B. :
6. Whether the following Registers are maintained upto-date :
- (a) Stamp Register :
- (b) Instalment Register :
- (c) Defects Register :
- (d) 100 Rupee Currency Register :
- (e) Remittance Register :
- (f) Inspection Register of the work done by the Inspector of Assessment as per 15 (ii) (o) of B.P.Ms. (FB) No. 74 SB dt. 25-8-87. :
- (g) Cheque Register :
- (h) Money Order Register :
- (i) Stock Register of PCB/ARC etc. :
7. General Remarks :
- (a) Whether the Inspector of Assessment oversees properly the work of Assessors. :
- (b) Whether the T & P items are provided :
- (c) Whether Stationery items are promptly supplied :
- (d) Any other remarks :

Encl. : 2

## ANNEXURE—II

## TAMIL NADU ELECTRICITY BOARD

SYSTEM

## Inspection Report of the Revenue Supervisor on the work of Assessor.

1. Name of the Section inspected :
2. Date of inspection :
3. Date of last inspection :
4. Name of the Assessor and date from which the Assessor is working in the Section :
5. (a) Cash (including cheques and Drafts) on hand at the time of inspection and whether it is correct as per the Receipts issued by the Assessor. :
- (b) Whether the collections made by the Assessor during the current cycle are correct as per the Receipts issued by the Assessor. :
- (c) Whether the collections so made have been remitted into Bank and have been remitted in time. :
- (d) Whether daily collections are handed over to the Section Officer and acknowledgement obtained in the P.C.B. :
6. Whether the following Registers are maintained upto-date :
- (a) Stamp Register :
- (b) Weekly Progress Report :
- (c) 100 Rupee currency Register :
- (d) Cheque Register :
- (e) Money Order Register :
- (f) Remittance Register :
- (g) Defects Register :
- (h) D.C.B. Register :
7. General Remarks :

Signature of the Revenue Supervisor.

Encl : 3

## ANNEXURE—III

## TAMIL NADU ELECTRICITY BOARD

SYSTEM

## Inspection Report of the Special Grade Revenue Supervisor.

1. Name of the Section office inspected :
2. Date of inspection :
3. Date of last inspection :
4. Whether the cash (including cheques and Drafts) available with the Assessor (any one of the Assessors to be selected) and the Inspector of Assessment at the time of inspection is correct as per Collection Statement and A.R.C./P.C.B. :
5. Whether remittances are made promptly :
6. General remarks in regard to :
  - (a) maintenance of records and Registers :
  - (b) facilities to Assessors and Inspectors of Assessment :

Signature of  
Special Grade Revenue Supervisor.

Letter No. X/Rev/Gen.II/F.41/87—8 (Accounts Branch) Dated 27—9—1987.

**Sub :** Bi-monthly system of Card Billing of Energy Charges and Collection.

- Ref :**
1. B.P. Ms. (FB) No. 74 (Secretariat Branch) dated 25—8—1987.
  2. Circular Memo. No. 117827/332/S4/A2/87—1 dated 8—9—1987.
  3. Memo. No. 117775/725/C3/87—1 dated 9—9—1987.
  4. Memo. No. X/Rev/Gen. II/F. 41/87— 4 dated 15—9—1987.
  5. Memo. No. X/Rev/Gen. II/F. 41/87— 9 dated 25—9—1987.
  6. Memo. No. X/Rev/Gen. II/F. 41/87—10 dated 25—9—1987.
  7. Memo. No. X/Rev/Gen. II/F. 41/87—11 dated 25—9—1987.
  8. Memo. No. X/Rev/Gen. II/F. 41/87—12 dated 25—9—1987.

In the references cited, detailed instructions have been issued regarding the modalities of implementing the bi-monthly system of card billing and collection. It is necessary that meetings are held with the officers and staff at all levels including the Assessors so that doubts, if any, are clarified and the instructions implemented without any default. For this purpose, meetings will be held as follows :

**7—10—1987**

The Divisional Engineers, (Distribution) will hold meetings with the Assistant Accounts Officers of Revenue Branches, Assistant Divisional Engineers (Distribution), Section Officers/O & M, Accountants in Revenue Branches, Revenue Supervisors, Inspectors of Assessment and Assessors under their jurisdiction.

For the sake of convenience, the Divisional Engineers may hold the meetings with the staff in two batches one on the fore-noon and the other on the afternoon of 7—10—1987.

The points arising during the discussions which the Divisional Engineers are not able to clarify with reference to the existing instructions should be noted for being discussed in the meetings to be convened by the Regional Chief Engineers as stated below.

**9—10—1987 and 12—10—1987**

The Regional Chief Engineers will hold meetings with the Superintending Engineers, (Distribution), Divisional Engineers (Distribution), Deputy Financial Controllers/Accounts Officer (Revenue) and Assistant Accounts Officers of the Revenue Branches.

The Regional Chief Engineers may for the sake of convenience hold the meetings in two batches one on the 9th and the other on the 12th October.

**14—10—1987**

The Divisional Engineers (Distribution) will hold repeat meetings with the staff referred to under "meeting on 7—10—1987" for passing on the further instructions, if any, arising from the discussions held at the meeting convened by the Regional Chief Engineers on the 9th/12th October.

The meetings by the Divisional Engineers may be held in two batches one on the forenoon and the other on the afternoon of the 14th October for the sake of convenience.

2. If the Regional Chief Engineers consider that there are any points where clarification from headquarters office are absolutely necessary, a D.O. should be sent to the Accounts Member promptly.

3. A report should be sent to the Accounts Member by D.O. by 20—10—1987 confirming that all the meetings have been held in the manner specified above.

B. Vijayaraghavan,  
Chairman,

Memo. No. DFC/Res/BR/67679—2/87 (Accounts Branch), dated 28—9—87.

Sub : Tamil Nadu Electricity Board—Operation of Drawing Account by  
Superintending Engineers, Chief Internal Audit Officer and  
Divisional Electrical Engineers in various Bank Branches.

Ref : Copy of the Board's letter DFC/Res/BR/No. 67679 dated 15—9—87  
marked to all S.Es. of Systems and Circles.

In the reference cited, Board's Bankers have been intimated that the names of the Board staff who would be sent for encashment of self cheques should be furnished to them and that 'Identity Cards' will be issued to such authorised staff of the Board who will be deputed for encashing 'Self-cheques'.

2. The following instructions are issued for strict adherence while encashing self-cheques.

(i) The Superintending Engineer/Divisional Engineer and other officer who are operating Board's accounts with Bankers should issue specific written orders to the officer in charge of cash section in his office indicating the names of the staff who alone should be sent for encashing 'self-cheques'.

(ii) Specific intimation should also be sent to the Banker in advance intimating the names of the persons so approved above and the concerned authorised staff's specimen signature should also be lodged with the Bank duly attested by the Drawing Officer.

(iii) Arrangements should also be made immediately to issue an 'Identity Card' to the staff who have been authorised to be utilised for encashing 'self-cheque'. The identity card should be as per the specimen enclosed.

(iv) Whenever there is change in the above staff nominated for banking transactions, the identity card should be withdrawn and effectively destroyed. Fresh identity cards should be issued for the substitutes in their place who have been authorised in this regard.

(v) Due intimation should be sent to the Bank regarding the above changes in advance.

(vi) All the blank identity cards should be kept under safe custody in the office. A register should be maintained for the actual identity cards issued indicating full particulars. The cards should be handed over to the staff after getting their acknowledgement.

(vii) Apart from the encashment of the 'self-cheque', field officers have also to encash cheques received by them towards temporary advances, imprest etc. In such cases, the officer in whose favour the cheque is drawn may not himself go for encashment. In such cases also, a specific intimation should be sent to the bank intimating who will be sent for encashment and the specimen signatures etc., should be lodged in the bank and identity cards are also to be issued for such persons who are sent to the bank for encashment.

(viii) It is seen that a separate reference is also sent to the bank indicating the name of the person who is sent for encashment of the cheque duly attesting that person's signatures. In such cases, it may be intimated specifically in the reference sent to the Bank that the person is issued with an identity card also.

(ix) The norms fixed in the Manual regarding the escorts to be provided while encashing and carrying Board's cash should also be strictly followed.

3. From the above arrangement, it may be seen that any Board staff going to the bank for encashment of a cheque should be provided with identity card. Arrangements should be made with the Bankers to see that the identity of the person is properly established before releasing payment. Intimation regarding the identity cards should be given to the Bank after making arrangements to provide the same to the concerned persons for which immediate action may be taken.

4. The receipt of the memo. should be acknowledged to the Financial Controller, Finance, Accounts Branch, Madras-2.

Arjunan Gnanaolivu,  
Accounts Member,

**SPECIMEN OF IDENTITY CARD**

**(Conditions to be printed on the reverse.)**

It should be surrendered when the holder is relieved of the encashment duty or when directed by the Issuing Authority. This should be carefully preserved by the Holder and if lost prompt intimation should be given to the Issuing Authority in writing.

**Penalty of Rs. 10/- will be imposed for issue of duplicate Identity Cards.**

**This Card should be in the possession of the employee while on duty and should be produced on demand by the Bank.**



# Technical

## PART—IV

### Technical

**Electricity—Estimate for the establishment of a 15×90 KW windfarm at South Ilandaikulam village, Kovilpatty Taluk, Chidambaranar District—Approved.**

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

(Technical Branch)

Dated : 20—8—87.

Aavani 4, Prabhava,

Thiruvalluvar Aandu 2018

#### Proceedings :

The Department of Non-Conventional Energy Sources, Govt. of India have offered 15 Nos. 90 KW each wind mills for erection at South Ilandaikulam village in Chidambaranar District. The machines are supplied free of cost through the Tamil Nadu Energy Development Agency (TEDA). The cost towards civil works, erection and interfacing with the grid will have to be met by the local agencies. T.E.D.A. has agreed to share 50% of the cost of erection and the balance 50% will have to be borne by the Tamil Nadu Elec. Board. The Tamil Nadu Elec. Board approves the proposal for establishing a 15×90 KW windfarm at South Ilandaikulam village, Kovilpatty Taluk, Chidambaranar district and sanctions for the purpose an expenditure of Rs. 62.972 lakhs (Rupees sixty two lakhs ninety seven thousand two hundred only) gross and nett as detailed in the annexure to these proceedings.

2. 50% cost of the estimate shall be recovered from the Tamil Nadu Energy Development Agency (T.E.D.A.)

3. The complete erection will be done by the Chief Engineer/Tuticorin Thermal Power Station. Procurement of materials and co-ordination will be done by the Chief Engineer/Planning.

4. The expenditure is chargeable to "T. N. E. B. funds—Capital expenditure—I HES—Chidambaranar Electricity System. (a) Works-2. Transmission. Establishment of 15×90 KW Windfarm at South Ilandaikulam village in Kovilpatty Taluk".

5. The Board will exercise the powers of the Telegraph authority under the provisions of section 42 of the Electricity (Supply) Act, 1948 and shall not be bound by the provisions of section 12 to 16, 18 and 19 of the Indian Electricity Act 1910.

(By Order of the Board)

T. B. Chikkoba,  
Chief Engineer/Planning

Note: Annexure not published.



**CEMENT—Procurement of Non-levy cement by Systems, Circles and Projects—Issue of Instructions.**

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

(Technical Branch)

Dated 31—8—87.

Aavani 15, Prabhava,

Thiruvalluvar Aandu 2018.

#### Proceedings :

The levy quota of cement for the Power Sector has been progressively decreased by Central Electricity Authority. Further in the use of levy quota cement, there has been some apprehension on the use of Puzzolana Cement (P.P.C.) and Ordinary Portland Cement (O.P.C.). The bulk of cement production is in the form of P.P.C. and as per IS 456-1978 (code of practice for plain and concrete works) P.P.C. can be used in place of O.P.C. in almost all types of work except in certain specialised areas. The

areas in which P. P. C. can be used replacing O. P. C. with particular reference to system works are as follows:—

- (1) Manufacture of R.C.C. and P.S.C. Poles.
- (2) Residential and non-residential buildings of all types (including R.C.C. works).
- (3) Civil works in sub-stations.
- (4) Transmission and Distribution lines works involving concreting of poles, concreting of tower lines foundations, transformer foundations etc.
- (5) All types of miscellaneous works.

The specialised areas in which O. P. C. alone should be used are in structures like tall towers, chimneys, generating machine foundations and structures subject to heavy dynamic and wind loadings.

In view of the substantially reduced levy quota of cement both P. P. C. and O. P. C., it has not been possible to meet in full the demand of the various Projects and Rural Electrifications Works.

In order to keep up the constructions works of the on-going projects and Rural Electrification works and to complete the same on schedule, procurement of non-levy cement has become necessary depending upon the exigencies of works. The following instructions are therefore issued for procurement of non-levy cement:

- (1) The Superintending Engineers, themselves can order non-levy cement, provided the allotment of levy cement does not meet their full requirements and after ensuring that the full quota of levy cement allotted is obtained.
- (2) The procurement of the non-levy cement should be only from Tamil Nadu Cement Corporation Limited.
- (3) If for any reason there is shortfall in supply of levy cement, and purchase of non-levy cement is resorted to meet the shortfall, such cases should be referred to the Tender Committee and prior approval of the Tender Committee for purchase of non-levy cement shall be obtained.
- (4) The stock of cement held by the Superintending Engineers should be reviewed periodically by the Regional Chief Engineers and Chief Engineers so that the purchase of non-levy cement is restricted to the barest minimum.

The receipt of this B. P. should be acknowledged to the Superintending Engineer/Materials Management-I.

(By Order of the Chairman)

D. S. Nelson,  
Chief Engineer/Materials Management  
and Member (Distribution).

Memo, No. C. E./C. D./E. 4/C.H.D./F. LA/D./692/87 (Technical Branch) dated 10—9—87.

Sub: The Tamil Nadu Requisitioning and Acquisition of Immovable Property Act 1956—Delegation of powers of Government under Section 8 and 10 to Special Commissioner and Commissioner of Land Administration—Notified-Communicated.

Ref: G. O. (Ms.) No. 503 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

**Encl :**

Copy of G. O. Ms. No. 503, (Revenue Dept) dt. 31—3—87.

The Tamil Nadu Requisitioning and Acquisition Immovable property Act, 1956—Delegation of powers of Government under section 6 and 10 to special commissioner and commissioner of Land Administration—Notified.

**Order :**

The appended notification will be published in an extraordinary issue of the Tamil Nadu Government Gazette dated 2—4—1987.

2. The Director of Stationery and printing is requested to send one hundred copies of the notification each to the Government and the special Commissioner and Commissioner of Land Administration. 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. Myilvahanan,  
Commissioner and Secretary to Government.

(True Copy)

**Encl 2 :**

**APPENDIX**  
**Notification**

In exercise of the powers conferred by section 18 of the Tamil Nadu Requisitioning and Acquisition of Immovable property Act, 1956 (Tamil Nadu Act XLII of 1956), the Governor of Tamil Nadu hereby directs that the powers exercisable by them under section 6 and 10 of the said Act, shall be exercisable also by the Special Commissioner and Commissioner of Land Administration, Madras.

M. Myilvahanan  
Commissioner and Secretary to Government

(True Copy)

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Memo. No. SE/LD & GO/EG/A7/F. PR/D. 16/87 (Technical Branch) dt. 10—9—87.

Sub : Power Position—Drawal from Nilgiris Storage—Regarding.

In view of the critical storage position in the Nilgiris reservoirs, the storage available has to be conserved and regulated judiciously till the onset of next South-west monsoon in June '88. Hence it is necessary that the generation from Nilgiris Stations is restricted to 2 MU per day. The Superintending Engineer, Load Despatch & Grid Operation/Madras is requested to restrict **with immediate effect** the generation from Nilgiris Stations to a maximum of 14 MU per week with a maximum of 4 MU per day in emergencies. Whenever it is not possible to meet the system demand with this schedule of generation from Nilgiris Stations and other generating sources, necessary minimum load shedding may be arranged for to ensure that the system frequency does not fall below 49.5 Hz.

It should be acrupulously ensured that the Nilgiris generation does not exceed the above limit,

K. Krishnaswamy Rao,  
Member (Generation).

Circular Memo. No. SE/RE/D/C 330/87 (Technical Branch) dated 15—9—87

**Sub :** Electricity—Energisation of Filter Point Tube Wells in Cauvery Basin of Pudukkottai District—Revised instructions issued.

**Ref :** (1) Govt/PWD Lr. Ms. No. 2355/dated 26—9—86 communicated in Memo. No. SE/RE/D/330—2/86/dated 27—10—86.  
(2) Govt/PWD Lr. Ms. No. 131142/U2/87—3, dated 22—5—87.

Instructions were issued in reference (1) to give power connections to the Filter Point Tube Wells already sunk in the Cauvery Delta Basin comprising of Aranthangi, Avudayarkoil and Alangudi Taluks in Pudukkottai District on a war footing by suitably accommodating them within the target for each financial year.

In the reference (2), Government/Public Works Department have intimated that there are no Filter Point Tube Wells in Pudukkottai District as per the report of the District Collector/Pudukkottai and have therefore, issued revised instructions to include only Tube Wells and Bore wells in Aranthangi, Avudayarkoil and Alangudi Taluks of Pudukkottai District for availing power supply on priority basis instead of Filter Point Tube Wells.

The Regional Chief Engineer/Distribution/Trichy, is, therefore, requested to accord service connections on **Priority basis** to the Tube Wells and Bore Wells instead of Filter Point Tube wells already sunk in the Taluks of **Aranthangi, Avudayarkoil and Alangudi** by suitably accommodating them within the target during each financial year.

A copy of Government/Public Works Department letter dated 22—5—87 is enclosed herewith for information.

B. Vijayaraghavan,  
Chairman.

Encl : Copy of reference (2)

**Encl :**

Copy of Lr. No. 131142/U2/87—3, dt. 22—5—87 from Thiru P. S. Pandyan, I.A.S. Commissioner and Secretary to Govt., P.W.D., addressed to The Chairman/T.N.E.B.

**Sub :** Electricity—Energisation of Filter Point Tube Wells in Cauvery Basin of Pudukkottai District—Revised instructions issued.

**Ref :** 1. From the Collector of Pudukkottai D.O. Lr. No. 78373/86, dt. 23—2—87.  
2. From the TNEB No. SE/RE/D/330/87—1, dt. 18—4—87.

I am directed to state that orders were issued in Lr. Ms. No. 2355, dated 26—9—86 to give power connection to Filter Point Tube Wells already sunk in Cauvery Delta Basin comprising Aranthangi, Avudayarkoil and Alangudi Taluks in Pudukkottai District on a war footing by accommodating them within the target for each financial year.

2. The Collector of Pudukkottai in the reference first cited has stated that there are no filter point tube wells to be energised in Pudukkottai District, but only tube wells and bore wells are to be energised and has requested the Government to give SC treating them as filter point tube wells.

3. The matter was examined in consultation with the Tamil Nadu Elec. Board and the Government after careful examination accept the request of the Collector of Pudukkottai and have decided to give priority to tube wells and bore wells in the Cauvery Basin of Pudukkottai District and the same will be accommodated within the target fixed for each financial year. The orders issued in the Government letter referred to above are modified to include only tube wells and bore wells in Arantangi, Avudayarkoil and Alangudi taluk of Pudukkottai District for availing power supply on priority basis instead of filter point tube wells.

P. S. Pandyan,  
Commissioner & Secretary to Government

(True Copy)

• • •

Delegation of powers—Sanction of temporary supply—Revised powers of sanction of Chairman, Chief Engineers, Superintending Engineers, Divisional Engineers and Assistant Divisional Engineers—Orders—Issued.

B. P. Ms. (F. B.) No. 333

(Technical Branch)

Dated the 16th September 1987.  
Aavanj 31, Prabhava  
Thiruvalluvar Aandu, 2018.  
READ :

B. P. Ms. (FB) No. 333, dated 23—2—1979.

**Proceedings :**

The Tamil Nadu Electricity Board directs that the existing powers of sanction of the Chairman, Chief Engineers, Superintending Engineers, Divisional Engineers and Assistant Divisional Engineers in respect of extension of temporary supply works shall be revised as detailed in the Annexure to these proceedings.

(By Order of the Board)

T. B. Chikkoba,  
Chief Engineer/Planning.

Encl :

Encl :

ANNEXURE TO B. P. Ms. (FB.) No. 333 (Techl. Br.) Dated 16--9--1987  
REVISED POWERS OF SANCTION OF TEMPORARY SUPPLY

Sl.No.	Description	Existing powers of sanction				Revised powers of sanction			
		Chairman	Chief Engrs.	Superin- tending Engrs.	Asst. Divl. Engrs.	Chairman	Chief Engrs.	Superin- tending Engrs.	Asst. Divl. Engrs.

**Extension of temporary supply**

Load	—	—	—	100 KW	50 KW	25 KW	Irrespective of load	Maximum load of 1000 KVA	Maximum load of 500 KVA	Maximum load of 50 KW under LT	Maximum load of 25 KW
Period	—	—	—	2 years 3 months	2 years 3 months	28 days	Irrespective of period	One year	One year	One year	6 months
Monetary limit	—	—	—	100000 (One lakh only)	20000 (Twenty thousand only)	1000 (One thousand only)	Rs. 2000000 (Twenty lakhs only)	Rs. 500000 (Five lakhs only)	Rs. 200000 (Two lakhs only)	Rs. 20000 (Twenty thousand only)	Rs. 1000 (One thousand only)

**Tamil Nadu Electricity Board—Tender Regulations 1985—enhancement of powers of Purchase/Works Contracts to Chief Engineers and Tender Committee—Amendment to Tender Regulations issued—Amendment No. 26.**

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

(Accounts Branch)

Dated 17—9—1987  
Purattasi 1, Prabhava  
Thiruvalluvar Aandu 2018.  
Read :

B.P. Ms. (FB) No. 28 (Accounts Branch) dt. 8—11—85.

**Proceedings :**

The Tender Committee in its 329th meeting held on 22—6—87 and 330th meeting held on 7—7—87 has recommended to the Board for delegation of enhanced powers of Purchase/Works Contracts coming under Tables I to V, V-A, VI to VIII, VIII A (i) and IX to Chief Engineers and Tender Committee, besides other powers to Chief Engineers such as approval of change in parameters necessitated during detailed Engineering, and waiver of Undertaking in lieu of Security Deposit and Performance Guarantee coming under various clauses of Tender Regulations as below :

Item (1)	Particulars (2)	Authority (3)	Existing (4)	Revised powers (5)
<b>I. Purchase of Materials</b>				
(1) Table-I	Open Tender	Chief Engineers Tender Committee	Not exceeding Rs. 15 lakhs Not exceeding Rs. 1 Crore	Not exceeding Rs. 50 lakhs Not exceeding Rs. 3 Crores
(2) Table-II	Limited Tender	Chief Engineers Tender Committee	Not exceeding Rs. 4 lakhs Not exceeding Rs. 15 lakhs	Not exceeding Rs. 8 lakhs Not exceeding Rs. 30 lakhs
(3) Table-III	Single Tender Purchase of proprietary items & spares from Public Sector Undertakings	Chief Engineers Thermal Stations, Chief Engineer/ Thermal Design & Chief Engineers/ Projects Tender Committee	Not exceeding Rs. 10 lakhs Not exceeding Rs. 30 lakhs	Not exceeding Rs. 20 lakhs Not exceeding Rs. 60 lakhs
(4) Table-IV	Single Tender Purchase of proprietary items and spares from Private Sector	Chief Engineers/ Thermal Stations, Chief Engineer/ Thermal Design & Chief Engineers/ Projects Tender Committee	Not exceeding Rs. 3 lakhs Not exceeding Rs. 10 lakhs	Not exceeding Rs. 6 lakhs Not exceeding Rs. 20 lakhs
(5) Table-V	Single Tender Purchase of non-proprietary items and spares from Private Sector	Chief Engineers Tender Committee	Not exceeding Rs. 1 lakh Not exceeding Rs. 10 lakhs	Not exceeding Rs. 2 lakhs Not exceeding Rs. 20 lakhs
(6) Table-V(a)	Single Tender Purchase of non-proprietary items and spares from Public Sector Undertakings	Chief Engineers Tender Committee	Not exceeding Rs. 2 Lakhs Not exceeding Rs. 20 lakhs	Not exceeding Rs. 4 lakhs Not exceeding Rs. 40 lakhs

(1)	(2)	(3)	(4)	(5)
<b>II. Works Contract</b>				
(7) Table-VI	Open Tender	Chief Engineers	Not exceeding Rs. 20 lakhs with 20% excess over technically sanctioned estimate	Not exceeding Rs. 50 lakhs with 20% excess over technically sanctioned estimate
		Tender Committee	Not exceeding Rs. 200 lakhs with 30% excess over technically sanctioned estimate	Not exceeding Rs. 5 Crores with 30% excess over technically sanctioned estimate
(8) Table-VII	Limited Tender. (For approved Registered Tenderers).	Chief Engineers	Not exceeding Rs. 5 lakhs with 5% excess over technically sanctioned estimate	Not exceeding Rs. 10 lakhs with 5% excess over technically sanctioned estimate
		Tender Committee	Not exceeding Rs. 15 lakhs	Not exceeding Rs. 30 lakhs
(9) Table-VIII	Single Tender or Nomination-Private Sector.	Chief Engineers	Works not exceeding Rs. 1 lakh with 10% excess over technically sanctioned estimate.	Works not exceeding Rs. 2 lakhs with 10% excess over technically sanctioned estimate
		Tender Committee	Not exceeding Rs. 5 lakhs	Not exceeding Rs. 10 lakhs
(10) Table-VIII-A (i)	Entrusting of Additional items of work/ substituted items	Chief Engineers	10% of the value of the contract or Rs. 1 lakh, whichever is less	10% of the value of the contract or Rs. 5 lakhs, whichever is less
(11) Table-IX	Single Tender or Nomination—Public Sector Undertakings	Chief Engineers	Not exceeding Rs. 2 lakhs with 10% excess over technically sanctioned estimate	Not exceeding Rs. 4 lakhs with 10% excess over technically sanctioned estimate
		Tender Committee	Not exceeding Rs. 20 lakhs	Not exceeding Rs. 40 lakhs

**III. Tender**

Regulation No.	Existing Provision	As amended
(12) 10.5.	Where the Competent Authority is the Board, the specifications should be got approved by the Tender Committee and in all other cases the specification should be got approved by the Competent Authority. However, in respect of consumable items essentially required for running of Thermal Stations where the authority competent to approve the Tender is the Board or the Tender Committee, the approval of the Tender Committee for the specification need not be obtained and the Tender may be called for straightaway by the Chief Engineer/General Superintendent and placed before the Competent Authority for approval after analysis of tenders.	Where the Competent Authority is the Board or Tender Committee, the specification and issue of notices inviting Bids should be got approved by the Standing Committee. However, in respect of consumable items essentially required for running of Thermal Stations where the authority competent to approve the Tender is the Board or the Tender Committee, the approval of the Tender Committee for the specification need not be obtained and the Tender may be called for straightaway by the Chief Engineer/ General Superintendent and placed before the Competent authority for approval after analysis of tenders.



<b>Tender Regulation No.</b>	<b>Existing Provision</b>	<b>As amended</b>
(13) 10.8.	The concerned Member of the Board should go through the specification in detail and offer his specific recommendations for consideration by the Tender Committee wherever Tender Committee's approval is required as per these Regulations.	The concerned Member of the Board should go through the specifications in detail and offer his specific recommendations for consideration by the Standing Committee wherever the Standing Committee's approval is required as per these regulations.

**IV. The following may be inserted as New Provision in the Tender Regulations**

(14) 26.1 (x)	(New Provision) Change in parameters indicated in the original offer necessitated during detailed engineering such as motor rating, pump head, capacity etc. can be approved by Chief Engineers where commercial implications are not involved.
(15) 26.1 (xi)	Waiver of Undertaking in lieu of Security Deposit and Performance Guarantee in respect of Public Sector Undertakings can be approved by Chief Engineers.

2. The Board after careful consideration accept the recommendations of the Tender Committee and directs that the Tender Regulations be amended as indicated in Para 1 above.

(By Order of the Board)

Arjunan Ghanaolivu,  
Accounts Member.

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Circular Memo. No. SE/Plg/DB/545/81—132 (Technical Branch) dated 21—9—87.

Sub: Installation of Diesel Generator Sets by consumers—Granting permission—Delegation of powers to S.Es. (O&M)—Quarterly Statement Allotting MIS code No.

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

(2) Memo. No. SE/RE/G/5764—2/87, dt. 1—4—87.

A Quarterly return is being sent now by the Superintending Engineers (O&M) to the Monitoring Cell on the permission granted by them for installation of Diesel Generators as per the references cited. Since this return is not included in the MIS, it is now proposed to include it in the MIS. Accordingly, the name of the return is standardised as 'Permission granted by SEs (O&M) for installation of Diesel Generators'. The return is assigned a code No. DI/Q/406. The return should be submitted by Superintending Engineers (O&M) on the 10th of the month succeeding the quarter to Monitoring Cell with copy to Regional Chief Engineers. The format is also standardised and is enclosed. While undertaking the printing the MIS formats next time, the above return will also be printed and supplied. Till then the return should be submitted in typed/roneoed format exactly similar to the one enclosed. Monitoring Cell will put up a review on 20th of the month succeeding the quarter for the return.

Encl :

T. B. Chikkoba,  
Chief Engineer (Planning)

**To:**

**TAMIL NADU ELECTRICITY BOARD**

**PERMISSION GRANTED BY SEs (O&M) FOR INSTALLATION OF  
DIESEL GENERATORS**

**MIS. NO.: DI/O/406**

**QUARTER:**

**DATE SENT :**

772

[illegible]

**SIGNATURE :**

**DESIGNATION:**

**CỘ ĐỀ NƠI :**

Circular Memo. No. SE/RE & I (D)/I/Theft/133/87 (Techl. Br.), dt. 23—9—87.

Sub : Meeting with Police, Railways, Post and Telegraphs and TNEB on theft of wires—  
Certain suggestion—Proposed.

During the meeting held on 29—4—87 by the Inspector General of Police/Crime/Madras with the other Departments like Police, Railways, Post and Telegraphs and T.N.E.B. on prevention of theft of wire, it was resolved as follows :

- (a) Whenever the Court demands the presence of the officials of Tamil Nadu Electricity Board, they are to appear with (documentary) evidence, if any, in cases of wire theft that occur frequently, for successful prosecution of the cases.
- (b) Open yards attached to the storage premises where the Board's costly and invaluable materials like billets, conductors, sheets, etc. are normally stacked for safe keep, do not provide adequate safety. It is therefore suggested that the storages be enclosed on all four sides and on top and kept under lock and key so as to prevent burglary.
- (c) Patrolling of E.B. lines to be done simultaneously both by Board staff concerned and Police Personnel, so as to have efficacious double check.
- (d) Names and addresses of the dismissed officials of the Board on account of their involvement in theft of wire, etc., are to be listed out and sent to the local Police station for easy tracking of the culprits  
and
- (e) Finally, as an incentive, a "Reward Scheme" be introduced for detection of wire thefts and cables by the Staff of Board, as is being done in the case of theft of energy.

In the light of the above, the following instructions are issued in Seriatum. *Seriatim - (one after another)*

1. The Field Officers are informed that there should not be any let-up in appearing with (documentary) evidences if any, whenever Court demands, for successful prosecution of the cases.
2. Superintending Engineers are requested to ensure that the open yard materials be enclosed on all four sides and on top and kept under lock and key wherever feasible.
3. The Officers are instructed to arrange for patrol of E. B. lines along with the Police Personnel, so as to have effective double check, wherever feasible, in theft-prone areas.
4. The Superintending Engineers may list out the names and addresses of the dismissed officials/staff of the Board, on account of their involvement in theft of materials and send them to Police for easy tracking of the culprits.
5. Regional Chief Engineers and Superintending Engineers are requested to give their suggestions on the reward scheme indicated and send their proposals for early adoption.

The receipt of the circular may be acknowledged.

D.S. Nelson,  
Member (Distribution)

Letter No. SE/T/ET/A5/F. Transformers/D 318/87 (Techl. Branch) dt. 24-9-87.

Sub: Instructions to dispense with the specification of capitalisation formula for transformers in Tender specifications-Issued-Revised instructions issuing of-Regarding.

Ref: Memo. No. SE/T/ET/A5/F.TRS/D6/86 dt. 3-1-87.

In letter cited, it was intimated that capitalisation formula need not be specified in specification for power transformers. Representations were made by Indian Electrical & Electronics Manufacturer's Association and some transformer manufacturers that the non inclusion of capitalisation formula for losses in the tender specification for large power transformers would lead to difficulty in the optimal design of transformers with optimum losses and minimum cost. The matter was again reviewed by a committee, consisting of Chief of Projects, Member Generation, Member Distribution and Headquarters Chief Engineers.

Based on the recommendations of this committee, the Tender Committee has taken the following decision.

1. Formulae for capitalisation of losses shall be included in all specifications for power transformers of 110 KV class & above and 10 MVA capacity & above.
2. Specific approval of the tender committee shall be obtained for parameters like Load Factor and Cost of Energy etc to be adopted.
3. The specification should call for a quality plan from tenderers which should find a place later in the purchase order also, so that at different stages of manufacture the Board officers may inspect the works and ensure the quality of components used in the manufacture of transformers.
4. Once the tenders are opened, no negotiation on Technical parameters should be entertained.
5. The supplier should keep their testing instruments used for measurement of losses during the inspection by Board Engineers duly calibrated with reference to standard meters, not earlier than 6 months from the date of testing of the transformer.
6. In the event of test figures exceeding the Guaranteed loss figures after taking the tolerance limits in to account, the transformers shall be rejected.

The Chief Engineers and Superintending Engineers in the Technical Branch who issue specifications for transformers are requested to note the above decisions of the tender committee while issuing specification for the procurement of transformers in future.

Receipt of this letter may be acknowledged to Superintending Engineer/Transmission/Madras-2.

D. Krishnaswamy Rao,  
Chief Engineer,  
(Transmission and Grid Operation)

● ● ●

Draft Annual Plan 1988-89 and Revised Estimate 1987-88 Outlays on plan schemes for adoption—  
Approved.

B. P. Ms. (FB) No. 350

(Technical Branch)

Dated 26-9-1987  
Purattasi 10, Prabhava,  
Thiruvalluvar Aandu 2018.

531st Meeting held on 21-9-87 Item No. 41.

**Proceedings:—**

The Tamil Nadu Electricity Board approves the revision of the outlay on capital works as Rs. 407.48 crores under State Plan, Rs. 36 crores Outside plan for Rural Electrification and Rs. 7.45 crores for Renovation and Modernisation works of Thermal Station under centrally sponsored scheme for 1987-88.

2. The Board also approves for adoption an outlay of Rs. 545.49 crores under State Plan, Rs. 44.40 crores Outside Plan for Rural Electrification and Rs. 8.04 crores for Renovation and Modernisation works of Thermal Stations under centrally sponsored scheme for the Annual Plan 1988-89.

3. The Annexure enclosed to these proceedings shows the schemewise outlays for 1987-88 as approved by Planning Commission and the revised outlays for 1987-88 and the outlays proposed for Annual Plan 1988-89.

(By Order of the Board)

Encl.:

T. B. Chikkoba,  
Chief Engineer (Planning)

Encl :

## ANNEXURE

## OUTLAYS FOR 1987-88 &amp; 1988-89

(Rs. in lakhs)

Sl. No.	Name of Scheme	1987-88		1988-89
		Approved	R.E. (Proposed)	Proposed
(1)	(2)	(3)	(4)	(5)
<b>(I) Generation : Hydro</b>				
1.	Servalar	98.00	98.00	(—) 0.23
2.	Kadampuzai P.S.	550.00	1118.21	711.15
3.	Lower Mettur	1450.00	1300.00	600.00
4.	Kundah V. Addl. Unit	307.00	350.00	(—) 101.75
5.	Pykara Dam Micro	358.00	258.00	126.10
6.	Lower Bhavani Micro	1208.00	1007.95	320.00
7.	Vaigai Dam Micro	831.00	631.24	240.00
8.	Athikkadavu Micro	—	—	0.10
9.	Sandinallah—Melkondmund Diversion	70.00	55.06	13.62
10.	Parsona valley	—	—	0.10
11.	Pykara Ultimate Stage	95.00	—	100.00
<b>Thermal :</b>				
1.	MTPP Stage—I	1036.00	1036.00	107.48
2.	MTPP Stage—II	11499.00	11499.00	11500.00
3.	Tuticorin Stg. III	3600.00	3600.00	9000.00
4.	North Madras Stg. I	3500.00	3500.00	9900.00
5.	Gas Turbines at MBPH	10.00	—	500.00
6.	Gas Turbines at Kovilkalappa	—	50.00	428.00
7.	North Madras Stg. II	—	—	100.00
8.	Guddalur	—	—	100.00
9.	Improvement at ETPS Stg. I	296.00	182.38	171.85
10.	Improvement at ETPS Stg. II	1695.00	1695.00	2873.28
11.	Improvement at ETPS	81.00	7.00	—
12.	Improvement at ETPS Additional activities	—	233.83	740.00
13.	Improvement at TTPS Additional Activities	—	45.00	105.00
<b>Sub-Total Generation</b>		<b>26684.00</b>	<b>28867.78</b>	<b>37034.86</b>
(II)	Transmission & Distribution	12000.00	12000.00	16600.00
(III)	Rural Electrification	1880.00	1880.00	613.75
(IV)	Survey, Investigation and Training etc.	200.00	200.00	300.00
<b>Total I to IV</b>		<b>40764.00</b>	<b>49747.78</b>	<b>54548.61</b>
(V)	Outside Rural Electrification	3600.00	3600.00	4440.00
(VI)	Centrally Sponsored :			
1.	Improvement at ETPS Stg. I :	108.27	108.69	82.80
2.	— do — at Stg. II	380.07	399.24	708.87
3.	— do — at TTPS	105.50	176.67	12.30
<b>Sub-Total</b>		<b>593.84</b>	<b>744.60</b>	<b>803.97</b>
<b>Grand Total I to VI</b>		<b>44957.84</b>	<b>45092.38</b>	<b>59792.58</b>

Memorandum No. 45427/C2/86—12 (Secretariat Branch) dated the 26th September 1978.

Sub : Acts and Rules—Motor Transport Workers Act 1961 and the Tamil Nadu Motor Transport Workers Rules, 1965—Tamil Nadu Electricity Board Madras—Exemption—Notification—Issued.

Ref : G.O. Ms. No. 1958 (Labour Dept.) dated 31—8—1987.

A copy of the G.O. cited exempting the Tamil Nadu Electricity Board from the provisions of the Motor Transport Workers Act 1961 and the Rules made thereunder subject to certain conditions specified therein is communicated to all Chief Engineers/Regional Chief Engineers/Superintending Engineers and other officers of the Board.

P. Easwaramurthi,  
Secretary,

**Encl :**

Copy of G.O. Ms. No. 1958 (Labour Department) Dated 31—8—1987.

Acts and Rules—Motor Transport Workers Act 1961 and the Tamil Nadu Motor Transport Workers Rules, 1965—Tamil Nadu Electricity Board, Madras—Exemption—Notification—Issued.

1. G.O. Ms. No. 2237. Labour dt. 21—9—83. Read :
2. From the Secretary, Tamil Nadu Electricity Board Lr. No. 45427/C2/86—1 dt. 19-7-86.
3. From the Commissioner of Labour Lr. No. 74530/86 dt. 18—12—86.
4. From the Commissioner of Labour Lr. No. M1/74530/86 dt. 17—2—87.

**Order :**

The following notification will be published in the Tamil Nadu Government Gazette, in English and Tamil. The Secretary to Government, Tamil Development—Culture Department is requested to supply the Tamil version of the Notification to the Works Manager, Government Central Press, Mint, Madras for publication.

**NOTIFICATION**

In exercise of the powers conferred by clause (iii) of sub-section (2) of section 38 of the Motor Transport Workers Act, 1961 (Central Act 27 of 1961), the Governor of Tamil Nadu hereby exempts for a period of three years commencing on and from the date of the publication of this Notification in the **Tamil Nadu Government Gazette**, the Tamil Nadu Electricity Board from the provisions of the said Act and the Tamil Nadu Motor Transport Workers' Rules, 1965 made thereunder, subject to the following conditions, namely:—

- (1) Prescribed registration/renewal fee shall be paid by the Tamil Nadu Electricity Board as required under section 3 of the Motor Transport Workers Act, 1961 read with rules 4 and 8 of the Tamil Nadu Motor Transport Workers' Rules, 1965;
- (2) The undertaking shall be liable to be inspected by the Inspectorate of the State Labour Department;
- (3) Canteen Managing Committee shall consist of equal number of representatives of management and workers, instead of committees represented exclusively by either management or works;
- (4) Chappals shall be provided to the workers once in a year instead of shoes supplied once in two years;
- (5) A copy of the allocation order in respect of hours of work shall be exhibited in the notice board of the undertaking and a copy of the same shall be sent to the Inspector of Labour and Deputy Inspector of Labour concerned;
- (6) Wages due to the deceased worker in lieu of leave not availed of by him shall be paid to the nominee/legal heir as stipulated under rule 41 of the Tamil Nadu Motor Transport Workers' Rules, 1965;
- (7) Wages during leave period shall be paid to the workers subject to the conditions as laid down under sub-sections (1) and (2) of section 28 of the Motor Transport Workers Act, 1961; and
- (8) Overtime Wages shall be paid to the workers in accordance with the norms prescribed under the Motor Transport Workers Act, 1961 and the Rules made thereunder.

(By Order of the Governor)

J. T. Acharyulu,  
Commissioner & Secretary To Government

(True Copy)

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# பிற்சேர்க்கை

தமிழ் ஆட்சிமொழிச் செயலாக்க நடவடிக்கை எண். 7/87.

குறிப்பாணை எண். 127182/91/தவ/நிகி/87-1, நாள் 28-9-87.

பொருள்: தமிழ் ஆட்சிமொழிச் செயலாக்க நடவடிக்கைகள்—  
தலைமை அலுவலகங்களிலுள்ள தலைமைப் பொறியாளர்கள்,  
மேற்பார்வைப் பொறியாளர்களது பதவிப் பெயர்களின்  
தமிழாக்கம்—செயலாக்க அனுப்பப்படுகிறது.

தலைமை அலுவலகங்களிலுள்ள தலைமைப் பொறியாளர் மற்றும் மேற்பார்வைப் பொறியாளர்களது பதவிப் பெயர்கள் அவரவர்கள் கருத்திற்கேற்ப பல்வேறு மாதிரியாகத் தமிழாக்கம் செய்யப்பட்டு அலுவலகக் குறிப்புகளில் கையாளப்படுகிறது. இது நாளடைவில் குழப்பத்தை ஏற்படுத்தும் என்பதால் இப்பதவிப் பெயர்களின் பொருத்தமான தமிழாக்கம் இணைப்பில் தரப்பட்டுள்ளது. இனி தமிழில் குறிப்பிடும்போது இப்பதவிப் பெயர்களை இணைப்பில் உள்ளவாறுதான் குறிக்கவேண்டும் என வாரியத்தின் எல்லா அலுவலர்களும் கேட்டுக் கொள்ளப்படுகிறார்கள்.

பொ. ஈசுவரமூர்த்தி,  
செயலர்.

இணைப்புடன்:

இணைப்பு

- |   |  |
|---|--|
| 1. Chief Engineer/Tuticorin Thermal Power Station.                | தலைமைப் பொறியாளர்/தூத்துக்குடி அனல் மின் நிலையம்.                |
| 2. Chief Engineer/Tuticorin Thermal Power Project.                | தலைமைப் பொறியாளர்/தூத்துக்குடி அனல் மின் திட்டம்.                |
| 3. Chief Engineer/Mettur Thermal Power Station.                   | தலைமைப் பொறியாளர்/மேட்டூர் அனல் மின் நிலையம்.                    |
| 4. Chief Engineer/Hydro Project at Minparai.                      | தலைமைப் பொறியாளர்/புனல் மின் திட்டம்/மின்பாறை.                   |
| 5. Chief Engineer/Lower Mettur Hydro Electric Project at Bhavani. | தலைமைப் பொறியாளர்/கீழ் மேட்டூர் புனல் மின் திட்டம்/பவானி.        |
| 6. Chief Engineer/Materials Management.                           | தலைமைப் பொறியாளர்/பொருள் புரத்தலும், மேலாண்மையும்.               |
| 7. Chief Engineer/Mettur Thermal Power Project.                   | தலைமைப் பொறியாளர்/மேட்டூர் அனல் மின் திட்டம்.                    |
| 8. Chief Engineer/Transmission and Grid Operation.                | தலைமைப் பொறியாளர்/தொடர் அமைப்பு மற்றும் மின் கட்டமைப்பு இயக்கல். |
| 9. Special Officer/Projects.                                      | சிறப்பு அலுவலர்/திட்டங்கள்.                                      |
| 10. Chief Engineer/Thermal Design.                                | தலைமைப் பொறியாளர்/அனல் மின் நிலைய வடிவமைப்பு.                    |
| 11. Chief Engineer/Hydro Generation.                              | தலைமைப் பொறியாளர்/புனல் மின் உற்பத்தி.                           |
| 12. Chief Engineer/Personnel.                                     | தலைமைப் பொறியாளர்/பணியாளர் தொகுதி.                               |
| 13. Chief Engineer/North Madras Thermal Power Project.            | தலைமைப் பொறியாளர்/வடசென்னை அனல் மின் திட்டம்.                    |
| 14. Chief Engineer/Research & Development.                        | தலைமைப் பொறியாளர்/ஆராய்ச்சியும் மேம்பாடும்.                      |
| 15. Chief Engineer/Planning.                                      | தலைமைப் பொறியாளர்/திட்டமிடல்.                                    |
| 16. Chief Engineer/Civil Designs.                                 | தலைமைப் பொறியாளர்/கட்டிட வடிவமைப்பு.                             |

(ii)

பூனிட—I

1. Superintending Engineer/Designs Tuticorin Thermal Power Project.
2. Superintending Engineer/Designs Electrical.
3. Superintending Engineer/North Madras Thermal Power Project.
4. Superintending Engineer/Civil/Thermal—I
5. Superintending Engineer/Civil/Thermal—II.

மேற்பார்வைப் பொறியாளர்/வடிவமைப்பு, தூத்துக்குடி அனல் மின் திட்டம்  
மேற்பார்வைப் பொறியாளர்/வடிவமைப்பு/மின்னியல்  
மேற்பார்வைப் பொறியாளர்/வடசென்னை அனல் மின் திட்டம்  
மேற்பார்வைப் பொறியாளர்/கட்டிடவியல்/அனல் மின்னாக்கம்—I  
மேற்பார்வைப் பொறியாளர்/கட்டிடவியல்/அனல் மின்னாக்கம்—II.

பூனிட—II

6. Superintending Engineer/Planning,
7. Superintending Engineer/Rural Electrification, Improvement (Distn.)

மேற்பார்வைப் பொறியாளர்/திட்டமிடல்  
மேற்பார்வைப் பொறியாளர்/ஊர்த் திட்டமிடல் மற்றும் மேம்பாடு. (மின் பகிர்வு)

பூனிட—III

8. Superintending Engineer/Materials Management—I.
9. Superintending Engineer/Materials Management—II.
10. Superintending Engineer/Stores Inspection.
11. Superintending Engineer/Industrial Energy Management Cell & Technical Audit.
12. Superintending Engineer/Betterment Thermal.
13. Superintending Engineer/Coal.

மேற்பார்வைப் பொறியாளர்/பொருள்புரத்தலும் மேலாண்மையும்—I.  
மேற்பார்வைப் பொறியாளர்/பொருள்புரத்தலும் மேலாண்மையும்—II.  
மேற்பார்வைப் பொறியாளர்/பண்டக ஆய்வு  
மேற்பார்வைப் பொறியாளர்/தொழில்மின் ஒழுங்கமைப்பு மேலாண்மையும் தொழில் நடப்பத் தணிக்கையும்.  
மேற்பார்வைப் பொறியாளர்/அனல் மின் புனரமைப்பு  
மேற்பார்வைப் பொறியாளர்/நிலக்கரி ஆய்வு

பூனிட—IV

14. Superintending Engineer/Civil/Hydel.

மேற்பார்வைப் பொறியாளர்/கட்டிடவியல்/புனல் மின்னாக்கம்.

பூனிட—V

15. Superintending Engineer/Transmission.
16. Superintending Engineer/Protection and Communication.
17. Superintending Engineer/Load Despatch & Grid Operation.
18. Superintending Engineer/Hydro Project/ Electrical.
19. Superintending Engineer/Madras Development Circle.
20. Senior Personnel Officer.

மேற்பார்வைப் பொறியாளர்/மின் தொடர் அமைப்பு.  
மேற்பார்வைப் பொறியாளர்/கருவி காத்தலும், தகவல் தொடர்பும்.  
மேற்பார்வைப் பொறியாளர்/மின் சுமை மேலாண்மை மற்றும் மின் கட்டமைப்பு இயக்கல்.  
மேற்பார்வைப் பொறியாளர்/புனல்மின் திட்டம்/மின்னியல்.  
மேற்பார்வைப் பொறியாளர்/சென்னை பெருநகர் புனர் அமைப்பு வட்டம்.  
முதுநிலை பணியாளர் தொகுதி அலுவலர்.