TAMIL NADU ELECTRICITY BOARD BULLETIN

Vol. XV OCTOBER 1996 No. 10

TAMIL NADU ELECTRICITY BOARD BULLETIN

OCTOBER 1996

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PART–I

NEWS & NOTES

1. Generation Particulars :

The generation/relief figures for October '96 were as follows :

Sl. No.		October '96 (in Million Units)
1.	Ennore T.P.S.	105.698
2.	Tuticorin T.P.S.	506.080
3.	Mettur T.P.S.	439.290
4.	North Madras T.P.S.	217.317
	TNEB Thermal	1268.385
5.	Neyveli TS I	140.771
6.	Neyveli TS II	682.437
7.	Kalpakkam (Madras Atomic PS)	210.950
8	Hydro Generation	578.364
9.	Import from N.T.P.C.	76.764
10.	Net Export to Kerala	261.294
11.	Import from Manali, BHEL & Private Wind Mill-	73.453
12.	Narimanam & Basin Bridge GTS	7.881
13.	Wind Mills	1.374
14	Kadamparai (Pump Mode)	7 658
	Nett TNEB consumption	2771.427

The maximum grid demand and consumption during October '96 were 4537 MU on 8–10–96 and 99.194 MU on 7–10–96 respectively. The average grid consumption in October '96 was 89 401 MU per day

II. Hydro Inflows :

The Hydro inflows during October '96 were 534 MU against 237 MU in October '95 and against the ten year average of 336 MU.

III. Storage Position :

The Storage position in various reservoirs as on 1—11—'96, when compared to the storage as on 1—11—95 was as follows:-

Sl. No.	Name of the Group	Storage as on 1—11—96	Storage as on 1—11—95	Difference
1.	Nilgiris	1485.24	1145.04	(+) 340.20
2.	P.A.P.	214.21	216.63	(—) 2.42
3.	Periyar	103.56	43.82	(+) 59.74
4.	Papanasam & Servalar	5.58	15.94	(—) 10.36
5.	Suriliyar	22.24	1.97	(+) 20.27
6.	Kodayar	69 62	66.68	(+) 2.94
7.	Total Excluding Mettur	1900.45	1490 08	(+) 410.37
8.	Mettur	161.97	58.80	(+) 103 17
9.	Total including Mettur	2062.42	1548.88	(+) 513.54

IV. Performance of Thermal Stations :

(i) Tuticorin (5 x 210 MW) :

The details of generation at Tuticorin T.P.S. during October '96 were as follows :

Unit	Availability Factor %	Generation (MU)	Plant load Factor (%)
I (210 MW)	89.8	127.130	81.37
II (210 MW)	Nil	Nil	Nil
III (210 MW)	93.2	134.080	85.82
IV (210 MW)	72.0	104.140	66.66
V (210 MW)	99.4	140.730	90.70
Station (1050 MW)	—	506.080	64.78

(ii) Ennore (2 x 60 MW + 3 x 110 MW) :

The details of generation at Ennore T.P.S. during October '96 were as follows :

Unit	Availability Factor (%)	Generation (MU)	Plant Load Factor (%)
I (60 MW)	1.38	0.490	1.10
II (60 MW)	74.13	25.427	56.96
III (110 MW)	60.52	31.487	38.47
IV (110 MW)	38.74	19.814	24.21
V (110 MW)	45.86	28.480	34.80
Station (450 MW)	—	105.698	31.57

(iii) North Madras (3 x 210 MW) :

The details of generation at North Madras T.P.S. during October/ '96 were as follows :

Unit	Availability Factor (%)	Generation (MU)	Plant Load Factor (%)
I (210 MW)	36.76	37.999	24.32
II (210 MW)	95.73	102.791	65.79
III (210 MW)	82.99	76.527	48.98
Station (630 MW)	—	217.317	46.36

(iv) Mettur (4 x 210 MW) :

The details of generation at Mettur T.P.S. during October '96 were as follows :

Unit	Availability Factor (%)	Generation (MU)	Plant Load Factor (%)
I (210 MW)	82.85	113.740	72.80
II (210 MW)	100.00	134.100	85.83
III (210 MW)	35.37	50.730	32.47
IV (210 MW)	100.00	140.720	90.07
Station (840 MW)	—	439.290	70.29

(v) Coal particulars for October '96 :

Sl. No.	Particular	Tuticorin TPS	Ennore TPS	Mettur TPS	North Madras TPS
1.	Coal linkage (in lakhs tonnes)	2.70	2.00	3.60	1.70
2.	Coal Receipt (-do-)	3.24	1.58	3.71	1.64
3.	Coal consumption (-do-)	3.70	1.06	3.36	1.46
4.	Coal Stock as on (-do-) 1—10—96	3.11	1.69	1.60	3.69
5.	Coal consumption (-KG/KW hr.)	0.731	1.003	0.765	0.672

(vi) Auxiliary Consumption and Oil Consumption During October '96 :

Name of Thermal Power Station	Tuticorin	Ennore	Mettur
Auxiliary consumption (%)	8.40	14.4	8.46
Oil consumption (ML/Unit)	0.86	7.43	0. 539

V. Acceptance of Bankers' Cheques, Pay Slips Towards EMD :

In Accounts Branch Circular No. 2390-1/X/Tender/A1/96,dt. 16—10—'96, instructions have been issued that Bankers' cheques/pay slips may also be accepted towards payment of EMD.

VI. Revision of DA to Pensioners and Family Pensioners :

In (Per) B.P. (CH) No.279, Sectt. Branch, dt. 31—10—'96, Board revised the DA to Pensioners and Family Pensioners with effect from 1—7—'96.

The following are the details of posts created, abolished, upgraded and downgraded during the month of October '96.

I. S. Sivaraman,
Chief Engineer/Personnel.

POSTS CREATED

Sl. No.	Details of Board's Order	Name of the Circle	Name of the Post	No. of posts	Purpose for which the posts were created	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Per. B.P. No. 367 (Adm. Br.) dt. 3-10-96	MEDC/Central	Switch Board Opr./ Line Inspector Helper	4 4 8	Creation of post for 33/11 KV SS at West Mambalam	For the period of one year
2.	Per. B.P. (Ch.) No. 370 (Adm. Br.) dt. 3-10-96	MEDC/Central	Switch Board Opr./ Line Inspector Helper	4 4 8	Sanctioned of post for 33/11 KV Indoor S.S. with 2x8 MVA at Seven Wells	-do-
3.	Per. B.P. (Ch.) No. 371 (Adm. Br.) dt. 7-10-96	SE/I.P.P.	Exe. Engineer/El. Asst. Exe. Engineer/ El. Asst. Engineer/El. Draughtsman Typist Office Helper	1 2 1 1 1 1 7	Created to attend the works relating to the establishment of liquid fuel based short gestation Power Projects in 20 locations in Tamil Nadu	-do-
4.	Per. B.P. (Ch.) No. 377 (Adm. Br.) dt. 14-10-96	ETPS	Exe. Engineer/Civil Asst. Exe. Engr./Civil Asst. Engr./Jr. Engr. Civil I Gr. Typist Office Helper Senior D'man Draughtsman	1 2 3 1 1 1 1 10	For excluding Ash Dyke Works at Ennore Thermal Power Station.	For the period upto 30-11-97

(1)	(2)	(3)	(4)	(5)	(6)	(7)
5.	Per B.P. (F.B.) No. 48 (Adm. Br.) dt. 28-10-96	Chengai M.G.R.	A.E./J E. (Elecl.) I Gr. Foreman I Gr. Line Inspector Commercial Inspector Commercial Assistant Wireman Helper	2 4 2 2 2 8 23 43	Sanctioned additional R.W.E. posts as on 1-1-95 workload	One year from the date of utilisation

POST ABOLISHED

Sl. No.	Details of Board's Order	Name of the Circle	Name of the Post	No. of Post	Purpose for which the Posts work Abolished	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Per B.P. (Ch.) No. 377 (Adm. Br.) dt. 14-10-96	N.M.T.P.P.	Exe. Engr./Civil Asst Exe. Engr./Civil Asst. Engr./Junior Engr. I Gr. Typist Senior Draughtsman Draughtsman Office Helper	1 2 3 1 1 1 1 10	Consequent to the creation of post at Ash Dyke work in Ennore Thermal Power Staiont	Immediate effect

POSTS UPGRADED AND DOWNGRADED

—NIL—

GENERAL ADMN. & SERVICES

PART–II

General Administration & Services

Memorandum No. 12822/C1/95-1, (S.B.) Dated 4—10—96.

Sub : Establishment—Revision of scales of pay and allowances Allowing revised option in case employees for whom the pay in the Selection Grade of the lower post was modified subsequent to date of fixation of pay in the promoted post–Orders Issued.

Ref : i) Board's Memo. No. 7759/P1/86-1, dt. 19–3 88.

ii) Per. B.P. (FB) No. 106 (S.B.), dt. 3—11—94.

In the Board's Memo. cited orders were issued permitting revised option for fixation of pay in the promoted post under Service Regulations 33 (b) either on the date of promotion or on the date of increment in the lower post when the pay of a Board employee is refixed in the higher post consequent on the revision of his pay in the lower post or consequent on the regularisation of his service in the higher post, from the date subsequent to the date of initial temporary/promotion/appointment to the higher post in which the pay is already fixed. Such revised option shall be exercised by the employees within one month from the date of issue of order for refixing the pay in the lower post (i.e. order modifying the lower post pay in the ordinary grade) or regularisation of service in the higher post as the case may be The above said order is applicable only in the case of employees who opt for fixation of pay under Service Regulation 33 (b) of Tamil Nadu Electricity Board Service Regulations 33 (b) with reference to B.P. (FB) No. 33 (SB) dt. 13—4—87. The above order is silent in the case of employees who are promoted to a higher post after movement to selection grade and those who are eligible for fixation of pay in the promoted post from the selection grade scale of pay of the lower post which is identical to the ordinary grade of the promoted post either on the date of promotion as per B.P. (FB) No. 11 dt. 2–2—87 or on the date of increment of the lower post of selection grade as per B.P. (FB) No. 163 (SB) dt. 13–6–88.

2. It has been represented that the employees in the seven categories indicated in per. B.P. (FB) No. 106 (SB) dt. 3—11—94 were permitted to exercise a revised option to come over to the revised scale of pay 1992 with effect from the date allowed in wage revision orders whichever is advantageous to them. Similar change may be allowed in the case of employees in the above categories who were promoted to the higher post between 1—12—92 and 3—11—94 and for whom the fixation of pay in the lower post (Selection grade scale of pay) was modified based on the orders issued in the B.P. No. 106 (SB) dt. 3—11—94 to choose another method of pay fixation either on the date of promotion or on the date of increment of the lower post whichever is advantageous to them as per B.P. Ms. No. 11, dt. 2—2—87/B.P. (FB) No. 163 (SB) dt 13—6—88.

3. After careful consideration, it is hereby ordered that the benefit ordered in the Board's Memo. cited shall be applicable in the case of employees who are promoted to higher post from the selection grade of the lower post when selection grade post scale is modified due to administrative reasons These orders are applicable to the employees for whom the revised selection grade scale was ordered in per. B.P. (FB) No. 106 (SB) dt. 3—11—94. Revised option in the above shall be exercised by the Board Employee within three months from the date of issue of this order.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

B.C —2 (Oct. 96)

மேற்குறிப்பாணை எண். 63917/ஜி2/96 –1, நாள் : 5—10—96.

நகல் தக்க நடவடிக்கைக்காக அனுப்பப்படுகிறது.

மு. சேதுராமலிங்கம்,
துணைச் செயலர்/நிர்வாகம்.

பெறுநர் :

அனைத்து தலைமைப் பொறியாளர்கள்.

நகல் : வாரிய தலைவரின் நேர்முக செயலர்
வாரிய செயலரின் நேர்முக செயலர்

இணைப்பு :

தமிழ்நாடு அரசு எரிசக்தி (சி2) துறை, தலைமைச் செயலகம், சென்னை-9. நகல் கடித எண். 8495/சி2/96 நாள் : 23 9 96.

அனுப்புநர் : திருமதி ஸுஸன் மாத்யூ, இ.ஆ.ப., அரசு செயலாளர், பெறுநர் : தலைவர் மற்றும் மேலாண்மை இயக்குனர், தமிழ்நாடு எரிசக்தி வளர்ச்சி நிறுவனம், சென்னை-6. செயலாளர், தமிழ்நாடு மின்சார வாரியம், சென்னை-2, மற்றும் அரசுத் தலைமை மின் ஆய்வாளர், கிண்டி, சென்னை-32.

பொருள் : முதலமைச்சர் பயணம் மற்றும் விழாக்களுக்கானவைகளுக்கு ஆகும் செலவினங்கள் குறித்து முதலமைச்சர் அவர்களின் ஆணை அனைத்துத் துறைகளுக்கும் தெரிவிக்கப்படுகிறது.

முதலமைச்சர் சுற்றுப்பயணத்தின் போது ஆகும் செலவினங்கள் பற்றி சிக்கனத்தைக் கடைப்பிடித்திட, முதலமைச்சர் பயணம் மற்றும் விழாக்களுக்கானவைகளுக்கு அவ்வப்போது என்ன செலவாகும் என்பதற்கு முன்கூட்டியே முதலமைச்சருக்கு அந்தந்தத் துறையினர் தெரிவிக்க வேண்டும் என்று முதலமைச்சர் அவர்கள் ஆணை பிறப்பித்துள்ளார்கள்.

2. முதலமைச்சர் அவர்களின் மேற்கண்ட ஆணைக்கு ஏற்ப தகுந்த நடவடிக்கை எடுக்கும்படி தங்களை அன்புடன் கேட்டுக் கொள்ளப் பணிக்கப்பட்டுள்ளேன்.

தங்கள் உண்மையுள்ள,
ஒப்பம்
அரசுச் செயலாளருக்காக.

●●●

HOLIDAYS—Public—Elections to Local Bodies 1996 – Holiday to the employees of the Board on 9—10—96 and 12—10—96 — Orders Issued.

(Routine) B.P. (CH) No. 88 (Secretariat Branch) Dated the 5th October, 1996.
Purattasi 21, Thadhu,
Thiruvalluvar Aandu 2027.

READ :

1. State Election Commission's S.O. No. 14/96 SEC-Ele-1, dated 30—8—96 published as No. VI (2)/295 (a)/96 of Tamil Nadu Government Gazette Extraordinary part VI—Section 2, dated 31—8—96.

2. G. O. Ms. No. 201 Rural Department (P.E.) dt. 24—9—96.

Proceedings :

The Tamil Nadu Electricity Board declares Wednesday the 9th October 1996 and Saturday the 12th October 1996 to be holidays to the employees of the Board, for the respective areas comprised on the respective days specified in the Election Notification cited above on which the poll for the Local Bodies will take place.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

Letter No. 65736/C1/96-1, (S.B.) Dated 7—10—1996.

Sub : INTERIM RELIEF—Grant of second instalment of Interim Relief to employees of State Government—Regulation of arrears for the period from 1 4—95 to 30—6—95—Orders of Government— Communicated.

Ref : 1) Government G.O. Ms. No. 757 Finance (PC) Department, dt. 25—9—95.
2) Board's Lr. No. 66313/C1/95-1. dt. 20—10—95.
3) Government G.O. Ms No. 924 Finance (PC) Department, dt. 14 - 12 - 95.
4) Board's Lr. No. 84633/C1/95-1, dt. 19—12—95
5) Government G.O. Ms. No. 614 Finance (Pay Cell) Department, dt. 24—9—96.

I am to enclose a copy of the Government Order fifth cited for guidance and adherence.

2. The said Government Order is applicable in the case of deputationist from the State Government working in the Board and drawing the Government scale of pay.

P. A. Khaja Kaleel Rahman,
Secretary.

Encl. :

Copy of G.O. No. 614, dt. 24—9—96, Finance (Pay Cell) Dept., Government of Tamil Nadu.

INTERIM RELIEF—Grant of second instalment of Interim Relief—Regulation of arrears for the period from the 1—4—95 to 30—6—95 - Orders—Issued.

Read :

1. G.O. Ms. No. 757, Finance (PC) Department, dated 25—9—95.
2. G.O. Ms. No. 924, Finance (PC) Department, dated 14—12—95.
3. From the Accountant General (A & E), Tamil Nadu, Chennai. Lr. No. FMI/I/9-180/95-96/128, dated 29—2—96.
4. From the Accountant General (A & E), Tamil Nadu, Chennai, Lr. No FMI/I/9-180/96-97/36, dated 26—7—96.

ORDER :

In the Government order second read above, orders were issued granting second instalment of Interim Relief with retrospective effect from 1—4—95. It was also ordered therein that the arrears of the second instalment of Interim Relief for the period from 1—4—95 to 30 - 6—95 should be credited to respective General Provident Fund Account of the Government employees and instructions on their withdrawal will be issued later.

2. The principal Accountant General (A & E), Tamil Nadu, Chennai has sought clarification as to whether, any orders were issued in respect of withdrawal of second instalment of Interim Relief from the General Provident Fund Account and how the interest in respect of the arrears credited to General Provident Fund account are to be calculated, either from the month of orders or from the month in which the credit appears.

3. The Government have carefully examined the matter in detail in the light of the clarification sought for by the principal Accountant General (A & E), Tamil Nadu, Chennai. Government have decided that the arrears of second instalment of Interim Relief for the period from 1—4—95 to 30—6—95 credited to the respective General Provident Fund account of the employees as per the Government Order second read above shall be treated as subscription to the fund. Accordingly Government direct that the arrears of second instalment of Interim Relief already ordered to be credited to the General Provident Fund account of the employees be taken into account for the purpose of temporary advance or part-final withdrawal from the fund as per the rules therefor.

4. Government also direct that the arrears of second instalment of Interim Relief credited into General Provident Fund account of the employees be allowed interest as per the General Provident Fund Rules from the 1st December 1995.

(By Order of the Governor)

P. V. Rajaraman,
Secretary to Government.

(Per.) Memorandum No. 49076—E2/96—1. (Secretariat Branch) Dated the 7th October 1996.

Sub : Loans and Advances—Marriage Advance—Submission of application—Revised Procedure Orders—Issued.
Ref : Memo. No. 22172/G2/77—5, dated 16 3—1978..

In partial modification of the orders, issued in the Board's memo. cited, the following revised procedure be followed in dealing the applications for sanction of Marriage Advance.

(i) Applications for sanction of marriage advance shall be made at any time during the financial year before the celebration of the marriage.

(ii) Applications shall be grouped into that of two half years (viz.) I Half year—from first April to 30th September and second half year—from 1st October to 31st March.

(iii) Applications received in each half year shall be arranged in the order of priority on the basis of the length of service of the employee.

(iv) The requirement of funds for each half year shall be sent to the Secretary/Tamil Nadu Electricity Board in the first week of April and October every year. Funds will be allotted twice in a year on half yearly basis. No piecemeal requirement of funds shall be sent in this regard and no reminder will be issued from this Office calling for the requirement of funds.

(v) Sanction shall be accorded on receipt of allotment of funds from this Office.

(vi) Applications received, if any, from 1—6—96 to 30—9—96 may be arranged with due priority and seniority as detailed above and the fund required for the above applications may be intimated to this office before 15—10—96 for allotment of funds.

2. Receipt of the Memorandum shall be acknowledged.

(By Order of the Chairman)

P.A. Khaja Kaleel Rahman,
Secretary.

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(Per.) Memorandum No. 48367/E2/96—1 (Secretariat Branch) Dated the 7th October, 1996.

Sub : LOANS AND ADVANCES– Advance for the purchase of Personal Computers – Orders Amended.
Ref : (Per.) B.P. (FB) No. 69 (SB) dt. 24—10—92.

The following amendments are issued to (Per.) B.P. (FB) No. 69 (SB) dt. 24—10—92.

Amendments

(i) In the said B.P. in para 4, the following shall be added at the end :—
"Provided the clause regarding insurance shall not be enforced"

(ii) In the form of the application in Annexure I, at the end of declaration, the following words shall be deleted :

"and I shall insure it within one month from the date of taking delivery of Personal Computer"

(iii) In the form of Mortgage deed in Annexure–IV, the following shall be deleted :—
"AND THE Borrower hereby further agrees that so long as any monies are remaining due and owing to the Tamil Nadu Electricity Board he the borrower will insure and keep insured the said Personal Computer against loss or damage by fire, theft or accident with an Insurance Company and will produce evidence to the satisfaction of the Sanctioning Authority that the Insurance Company with whom the said Personal Computer is insured have received notice that the Board is interested in the policy".

(iv) Annexure V shall be omitted.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

Regulations—Tamil Nadu Electricity Board Employees' Conduct Regulations—Amendment to Regulation 12—Issued.

(Per.) B.P. (FB) No. 66 (Secretariat Branch) Dated the 9th October 1996

Read :

(Per.) B.P. (Ch) No. 140 (S.B.) dt. 7—6—91.

Proceedings :

As per Regulation 12(6)(aa) of the Tamil Nadu Electricity Board Employees' Conduct Regulations, a Board Employee should obtain prior sanction of the Competent Authority to lend or borrow money either himself or through any member of his family or any other person acting on his behalf from any private individual any amount exceeding Rs. 5,000/- (Rupees Five thousand only). But, the first proviso to Regulation 12 6(a) of the Tamil Nadu Electricity Board Employees' Conduct Regulations permits a Board Employee to give or to accept from a relative or a personal friend, a purely temporary loan of small amount, free of interest.

2. In the light of the provisions mentioned in paragraph 1 above, the expression "small amount" occurring in the first proviso to Regulation 12(6)(a) requires to be elaborated and defined. The Board after careful consideration has decided that the "small amount" be defined and fixed as an amount not exceeding Rs. 5,000/-.

3. Accordingly, in exercise of the powers conferred by Section 79(c) of the Electricity (Supply) Act. 1948, (Central Act 54 of 1948), the Tamil Nadu Electricity Board hereby makes the following amendment to the Tamil Nadu Electricity Board Employees' Conduct Regulations :—

Amendment

In the said Regulations, in Regulation 12, in sub-regulation (6)(a), in the first proviso, after the expression "a small amount", the words and figure "not exceeding Rs. 5,000/- (Rupees Five thousand only)" shall be inserted.

(By Order of the Board)

P. A. Khaja Kaleel Rehman,
Secretary.

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Establishment—Tamil Nadu Electricity Board—Appointment of Thiru K. Natarajan, IPS., as Inspector General of Police/Vigilance in Tamil Nadu Electricity Board on foreign service—Orders—Issued.

(Rt.) B.P. (Ch) No. 89 (Secretariat Branch) Dated 9—10—1996.
Purattasi, 23, Thadhu,
Thiruvalluvar Aandu 2027.

Read :

1. Police Note No. SC/37/96, Home (S.C.) Department, dated 25—9—96.
2. Police Note No. SC/39/96, Home (S.C.) Department, dated 1—10—1996.

Proceedings:

Thiru K. Natarajan, IPS., Inspector General of Police and Member Secretary, Tamil Nadu Uniformed Services Recruitment Board, Chennai who has been deputed to the Board for appointment as Inspector General of Police/Vigilance in the Police Note No. SC/39/96 Home (S.C.) Department, Dated 1—10—1996 is appointed as Inspector General of Police/Vigilance in Tamil Nadu Electricity Board with effect from 3—10—1996 A.N. in the place of Thiru A. X. Alexander, IPS., who has been transferred as Inspector General of Police (Intellegence) Chennai.

2. Orders regarding terms and conditions of appointment of Thiru K. Natarajan, IPS., as Inspector General of Police/Vigilance, Tamil Nadu Electricity Board will be issued separately.

(By Order of the Chairman)

P.A. Khaja Kaleel Rahman,
Secretary.

குறிப்பாணை எண். 121085 (263)/நிகி/புபி/உ. 1/96—1. நாள் 14—10—96.

பொருள் : மின்வாரியம்—'புல்லட்டின்' பிரதிகள் வழங்குவது—புல்லட்டின் (கெசட்) பிரதிகளை பணிமாற்றம், உயர்வு, அலுவலக ஒடுக்கம் போன்ற தேர்வுகளில் உரிய முறையில் ஏற்காததும் ஒப்படைக்காததும்—குறித்து.

பார்வை : இவ்வலுவலக 14—7—93 நாளிட்ட நிர்வாகக் கிளை கடித எண். 50607/328/தவ/நிகி/ஜி/83—7.

பார்வையில் காணும் இவ்வலுவலக கடிதம் வாயிலாக மின்வாரிய 'புல்லட்டின்' (முன்பு 'கெசட்') பிரதிகளையும் அலுவலக ஆவணங்களாக கருதி உரிய முறையில் பாதுகாக்கப்பட வேண்டும் என்று அறிவுறுத்தப் பட்டுள்ளது. இருப்பினும் இவ்வுத்தரவு சரியான முறையில் பின்பற்றப்படாத போக்கு காணப்படுகிறது. எனவே அனைத்து வாரிய அலுவலர்களும் கீழ்க்கண்டவாறு அறிவுறுத்தப்படுகிறார்கள்.

1. 'புல்லட்டின், பெறும் அனைத்து வாரிய அலுவலர்களும் தற்பொழுது வகிக்கும் பதவியிலிருந்து விடுவிக்கப்படும்பொழுது அதுவரை பெற்று வந்த 'புல்லட்டின்'களை குறித்து பொறுப்பு ஒப்படைப்பு குறிப்பில் (Handing Over Notes) காட்டி ஒப்படைக்க வேண்டும். இதில் பதவியை ஒப்படைப்பவர்க்கும், பதவியை ஏற்பவர்க்கும் பொறுப்பு உண்டு. பதவி ஏற்பவர்கள் இல்லையெனில் உரிய முறையில் அலுவலகத்தில் ஒப்படைப்பு செய்ய வேண்டும்.

2. 'புல்லட்டின்'ஐ அலுவலக ஆவணமாக கருதி நடவடிக்கை எடுக்கப்பட வேண்டும். தவறு பவர்களிடமிருந்து 'புல்லட்டின்' விலையை பிடித்தம் செய்வதுடன், ஒழுங்கு நடவடிக்கையும் எடுக்கப்பட வேண்டும்.

3. 'புல்லட்டின்' பிரதிகள் உபரியானால் உடனே அது குறித்து தலைமை அலுவலகத் (நிர்வாகக்கிளை)திற்கு தகவல் தெரிவிக்க வேண்டும்.

4. ஒவ்வொரு அலுவலகத்தின் தலைமை நிர்வாக அலுவலர்களும் தங்கள் கட்டுப்பாட்டில் பணி புரியும் அலுவலர்கள் இதுவரை பெற்று வந்த 'புல்லட்டின்' பிரதிகளையும் பராமரித்து முழுத் தொகுதியையும் 'பைண்ட்' செய்து தங்கள் பொறுப்பில் வைத்துள்ளனரா? என்று ஆய்வு மேற்கொள்ள வேண்டும். இதற்கு ஒரு காலக்கெடு நிர்ணயம் செய்து எடுத்துக்காட்டாக 12/95 வரையிலுமான 'புல்லட்டின்' பிரதிகளின் முழுத்தொகுதியையும் 'பைண்ட்' செய்து உரிய முறையில் பராமரித்து வருகின்றார்களா? என்று ஆய்வு மேற்கொள்ளலாம்.

மேலே அறிவுறுத்தப்பட்டுள்ளதை தவறாமல் கடைபிடிக்க வேண்டும் என்று கேட்டுக் கொள்ளப்படு கின்றார்கள்.

குறிப்பாணை கிடைக்கப் பெற்றமைக்கு ஒப்புகை அனுப்பும்படி கேட்டுக் கொள்ளப்படுகின்றார்கள்.

இ.செ. சிவராமன்,
தலைமைப் பொறியாளர்/பணியமைப்பு.

●●●

சுற்றறிக்கை எண். 094250/303/த.வ./தி.மி./96—1, நாள் 15—10—96.

பொருள் : தமிழ்நாடு மின்சார வாரியத்தில் தமிழ் ஆட்சிமொழிச் செயலாக்கம்—விரிவுபடுத்துதல் தொடர்பாக.

பார்வை : 8—6—93 நாளிட்ட தலைமைப் பொறியாளர் அவர்களின் சு. எண். 51114/147/த.வ./தி.மி./93—1.

பார்வை 1-ல், 1987லிருந்து தமிழ் ஆட்சிமொழிச் செயலாக்க நடவடிக்கைகளின் பொருட்டு இவ்வலுவலகத்திலிருந்து அனைத்துத் தலைமைப் பொறியாளர்கள்/மேற்பார்வைப் பொறியாளர்கள் அலுவலகங்களுக்கும் மற்றும் தலைமை அலுவலகங்களுக்கும் அனுப்பப்பட்ட சுற்றறிக்கைகள் / குறிப்பாணைகள்/கடிதங்கள் தமிழாக்கப் படிவங்கள் தங்களின் மேலான கவனத்திற்குக் கொண்டு வரப்படுகிறது. மேலும் 8—6—93 நாளிட்ட சுற்றறிக்கைக்குப்பின் இவ்வலுவலகத்திலிருந்து அனுப்பப்பட்ட அறிவுறுத்தல்களின் பட்டியல் வாரிய கெசட் புல்லட்டினில் பதிப்பிக்கப்பட்ட பக்க எண்களுடன் தமிழ் ஆட்சி மொழிச் செயலாக்கத்தை விரிவு படுத்துவதற்காகவும் மற்றும் அதிவிரைவில் முழுமைப்படுத்துவதற்காகவும் இத்துடன் அனுப்பப்படுகிறது.

மற்றும் தமிழ் தட்டச்சு பொறிகள் வாங்கி பயனுக்குக் கொண்டுவர இவ்வலுவலக குறிப்பாணை எண். 68002/93/த.வ./தி.மி./94—5, நாள் 6—9—96-ல் வற்புறுத்தப்பட்டுள்ளது.

இதுபோல் பலமுறை அறிவுறுத்தல்கள் அனுப்பப்பட்டும் த ழ் ஆட்சி மொழிச் செயலாக்கம், த ழ் நாடு மின்சார வாரியம் மனநிறைவு அளிக்கும் வகையில் செயல்படவில்லை.

சிறிய வரைவுகள் கூட ஆங்கிலத்திலேயே எழுதுகின்ற போக்கு நீடிக்கின்றது. இது பிரிவிலிருக்கும் பணியாளர்களால் எழுதப்பட்டால் கூட அதை ஒப்புகை இடும் தொடக்க நிலை அலுவலர்களின் ஆதரவால் தமிழில் எழுதுகின்ற நிலை முன்னேற்றமின்றி உள்ளது.

எனவே தமிழில் எழுதாமைக்கு (விதிவிலக்குகள் தவிர) வரைவுகளை ஒப்புகையிடும் தொடக்க நிலை அலுவலர்களே பொறுப்பேற்று தமிழ் ஆட்சி மொழிச் செயலாக்கத்தை நடைமுறையில் கொண்டுவர வேண்டும்.

இதன் முன்னேற்றம் குறித்து அவ்வப்போது ஆய்வுகள் நடத்தப்படும். தமிழ் ஆட்சி மொழிச் செயலாக்கம் மனநிறைவு அளிக்கவில்லை எனில் இந்தப் போக்கு நிர்வாகத்திற்கு எதிரானது என்று கொள்ள நேரிடும்.

இச்சுற்றறிக்கை பெறப்பட்டதற்கு ஒப்புகை அனுப்பக் கோரப்படுகிறது.

இ.சே. சிவராமன்,
தலைமைப் பொறியாளர்/பணியமைப்பு.

இணைப்பு : 1 பட்டியல்.

பட்டியல்

வரிசை எண்.	நடவடிக்கை எண் மற்றும் நாள்	பொருள்	கெசட்புல்லட்டின் பக்க எண்கள் மற்றும் அனைத்து அலுவலகங்களுக்கும் அனுப்பப்பட்டவை
(1)	(2)	(3)	(4)
	தமிழ் ஆட்சிமொழிச் செயலாக்க நடவடிக்கை :		
1.	த. ஆ. மொ. செ. ந. எண். 2/93 சு. ஆ. எண். 51114/147/தவ/நிகி/93 -1, நாள் 8—6—93	தமிழ் ஆட்சிமொழிச் செயலாக்கத்தின் விரிவாக்கம் வாரியத்தில் மேற்கொள்ளப்பட்ட நடவடிக்கைகள் குறித்து	1993 ஜூன் மாத பக்கம்—239-244
2.	த. ஆ மொ. செ ந. எண் 3/93 சு. எண். 35466/340 தவ/நிகி/93—1, நாள் 2—9—93, 93 - 3 நாள் 14—10—93 மற்றும் 93—4, நாள் 22—10—93	வாரியத்தின் அனைத்து அலுவலர்கள்/பணியாளர்களின் பதவிப் பெயர்களின் தமிழாக்கம் விடுக்கப்படுகின்றது	1993 செப்டம்பர் மாத பக்கம்—469-531 மற்றும் 535
3.	த. ஆ. மொ. செ. ந. எண். 4/93. கு. ஆ. எண். 79547/334/தவ/நிகி/93—1, நாள் 18—9—93	அலுவலக உதவியாளர்கள் தொடர்பான ஆணைகள்	1993 செப்டம்பர் மாத பக்கம்— 489
4.	த. ஆ. மொ. செ. ந. எண் 5/93 சு. அ எண். 92286/349/தவ நிகி/93—2, நாள் 19 10—93	மின் திருட்டு காரணம் கேட்கும் குறிப்பாணை அறிவிப்பு படிவம் தமிழாக்கம்	1993 அக்டோபர் மாத பக்கம்—532-533
5.	த. ஆ. மொ. செ. ந. எண். 6/93 சு. அ. எண். 41136/212/தவ/நிகி/89 -29, நாள் 2—11—93	தலைமை யிட நிர்வாகக் கிளையின் கீழ் இயங்கிவரும் அனைத்து பிரிவுகளிலும் ஆட்சி மொழிச் செயலாக்க நடவடிக்கையின் மேல்—தனி கவனம் மேற்கொள்ள	—
6.	ஆ. மொ. செ. ந. எண். 7/93 சு. அ. எண். 28468/94/தவ/நிகி/93—3, நாள் 12—11—93	பொது மக்களுடன் தொடர்புடைய படிவங்கள் தமிழாக்கம்—விடுக்கப்படுகின்றது	1993 நவம்பர் மாத பக்கம்—564-567
7.	ஆ. மொ. செ. ந. எண். 1/94 கு. ஆ. எண். 52020/75/தவ/நிகி/94—1, நாள் 28—5—94	விடுப்பு விண்ணப்பங்கள் மற்றும் முன் அனுமதிகள் தமிழில் மட்டும் அனுப்பப்படவேண்டும்	1994 மே மாதம் பக்கம்—246

(1)	(2)	(3)	(4)
8.	ஆ. மொ. செ. ந. எண். 1/95 சு. எண். 22991/42/தவ/ நிகி/95—1, நாள் 4—3—95	தமிழில் தந்தி செய்திகளை அனுப்புதல் வேண்டும்	1995 மார்ச்சு மாதம் பக்கம் — 80 – 81
9.	ஆ. மொ. செ. ந. எண். 2/95 சு. எண். 77988/208/தவ/ நிகி/95—1, நாள் 20—7—95	பொது மக்களுடன் தொடர்புடைய அறிவிப்புகள் மற்றும் கடிதங்கள் தமிழாக்கம் செய்து அளித்தல் தொடர்பாக	1995 சூலை மாதம் பக்கம்— 337-342
10.	ஆ. மொ. செ. ந. எண். 3/95 கு. எண். 77902/210/தவ/ நிகி/95—1, நாள் 25—7—95	அலுவலக நடைமுறைகளில் தமிழினைப் பயன்படுத்துதல் வேண்டும்	1995 சூலை மாதம் பக்கம் 343
11.	ஆ. மொ. செ. ந. எண். 5/95 சு. எண். 92026/288/தவ/ நிகி/95- 1, நாள் 24—8—95	அறிவிப்புகள் மற்றும் கடிதங்கள் தமிழாக்கம்	1995 ஆகஸ்டு மாதம் பக்கம்— 402
12.	ஆ. மொ. செ. ந. எண். 6/95 கு. எண். 068062/93/தவ/ நிகி/94—5, நாள் 6—9—95	தமிழ் தட்டச்சுப் பொறிகளை விலைக்கு வாங்கி வழங்குதல்— தொடர்பாக	கெசட்டில் வெளியிடப்பட வில்லை. ஆனால் அனைத்து த. பொ., மே. பொ. களுக்கும் அனுப்பப்பட்டுள்ளது.
13.	ஆ. மொ. செ. ந. எண். 7/95 சு. எண். 103587/374/தவ/ நிகி/95—1, நாள் 21—9—95	அலுவலக நடைமுறை மாதிரி குறிப்புகள் குறிப்பாணைகள்/ படிவங்கள்—தமிழாக்கம் செய்து அளித்தல்—தொடர்பாக	1995 செப்டம்பர் மாத பக்கம்— 457
14.	ஆ. மொ. செ. ந. எண். 8/95 சு. எண். 106685/376/தவ/ நிகி/95 1, நாள் 28—9 95/ 19—3 -96	,,	1996 மார்ச்சு மாதம் பக்கம் 16 முதல் 25 வரை
15.	ஆ. மொ. செ. ந. எண். 1—96 கு. எண். 141751/597/தவ/ நிகி/95—1, நாள் 11—1 96	நுகர்வோர்களுக்கும், பொது மக்களுக்கும் தமிழில் கடிதங்கள் அனுப்ப வேண்டுதல்—அறிவுறுத்தப்பட்டது—தொடர்பாக	1996 சனவரி மாதம் பக்கம்—13

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(Permanent) Memorandum No. 62485/O & M-I(2)/96—1 (Secretariat Branch) Dated 16—10—1996.

Sub : Establishment—Tamil Nadu Electricity Board-Redesignation of the post of Chief Engineer/Non-Conventional Energy Sources and reallocation of subjects among certain Chief Engineers—Transfer of certain staff from the control of Unit-II to Unit-V ordered—Modification—Issued.

Ref : (Per) Memo. No. 47465/O&M-I(2)/96—2 dt. 28—8—96.

In modification of the orders issued in the reference cited, it is hereby ordered that the post of One Assistant, (S. No. 4) of the Memo cited shall be retained with Unit II itself.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

Memorandum No. 70154/S/JA/96 -1 (Sectt. Br.) dated 19th October, 1996.

Sub : Establishment—Class I Service—Certificate of Transfer of Charge—Non-compliance of instruction—Issued.

It is observed that the Certificate of Transfer of Charges of certain officers of Class I Service are found to be incompleted due to non furnishing of details in respect of certain items such as indicating forenoon or afternoon on the date of relief/joining in connection with handing over/taking over charge in a particular post on promotion/transfer/proceeding on leave/returning from leave/retiring from service/regular charge/additional charge, etc.

2. The Chief Engineers are therefore requested to advise their officers of Class I Service under their control to ensure that while sending their Certificate of Transfer of Charges all the items in them are duly filled in with the relevant information without any omission.

3. Receipt of the Circular Memorandum may be acknowledged.

P. A. Khaja Kaleel Rahman,
Secretary.

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Letter No. 54782-SS1/96-1, (Sectt. Branch) Dated 19—10—96

Sub : VIGILANCE CELL—Public Services—Anonymous and Pseudonymous petitions—Procedure in dealing with petition—Guidelines issued—Communicated.

A copy of the government letter No. 19647/N/96-5/P & AR (N), dated 20—9—96 indicating the procedure to be followed in dealing with Anonymous and Pseudonymous petition is enclosed for guidence.

P. A. Khaja Kaleel Rahman,
Secretary.

Encl :

Copy of : Letter No. 19647/N/96-5 Dated 20—9—96 from Chief Secretary to Govt. addressed to Secretaries to Govt. all Department of Secretariat, all Heads of Departments/Undertakings/Corporations/Local Bodies/Statutory Boards and all Collectors.

Sub : PUBLIC SERVICES—Anonymous and Pseudonymous petitions—Procedure of dealing with petitions—Guidelines issued—reiterated.

Ref : U.O. Note No. 99807/Per. N/89-2, dated 8—11—89 addressed to Departments of Secretariat, Madras-2.

The following instructions were issued in Government U.O. Note No. 99807/Per. N/89-2 Personnel and Administrative Reforms (Per. N) Department dated 8—11—89 :—

Total rejection of petitions for the reasons that they are anonymous or pseudonymous and their authors could not be fixed for want of clear names and addresses of the senders **is not desirable**, as such petitions also help the Government to keep an eye on the misdeeds of Government servants. Therefore, it has now been decided that the procedure as set out below should be followed from now on :—

(i) Whenever a petition making allegations against Government servants are received, it should be verified with the petitioner first, if the petition contains the name and address, of the sender and whether he confirms having sent the petition. If he admits having sent the petition, an enquiry may be taken up through the appropriate channel viz., the police of the Directorate of Vigilance and Anti Corruption or the Departmental Officers, following the prescribed procedure.

(ii) Whenever such a reference to the petitioner is not possible and whenever the reference made to the petitioner is returned undelivered, even then, if the petition contains any specific allegations capable of being looked into and verified, action may be taken on such a complaint or petition irrespective of the fact that it is anonymous or pseudonymous".

2. I am directed to state that the instructions mentioned in para 1 above will apply to the employees of State Government undertakings/Corporations/Statutory Boards/Local Bodies also. The Heads of Departments, Collectors, Heads of State Government Undertakings, Statutory Boards and Local Bodies are requested to take action as per instructions mentioned in para 1 above on the anonymous or pseudonymous petitions received by them.

Yours faithfully,

Sd/-

Chief Secretary to Government.

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Amendment No. 3/96.

REGULATIONS—Tamil Nadu Electricity Board - Service Regulation—Inclusion of category of Motor Cycle Messenger in Board's Service—Amendments—Issued.

(Per.) B. P. (F.B.) No. 68 (Secretariat Branch) Dated 22nd October 1996.

Read :

(Per.) B. P. (F. B.) No. 68 (S. B.) dt. 6—9—95.

Proceedings :

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

2. The amendments hereby made shall be deemed to have come into force on 1—12—92.

AMENDMENTS

In the said Regulations :—

(i) in regulation 88, under Class IV, in Division I, after category 3, the following category shall be inserted namely :—

Category 3(a) : Motor Cycle Messenger in Board Office Secretariat, Branch.

(ii) in Annexure I referred to in Regulation 92, under Class IV, Division I, after the entries relating to Category 3, the following category and entries shall be added, namely :—

Category 3(a)	:	Motor/Cycle Messenger in Board Office Secretariat Branch.	:	By appointment from among the Duffadars in Category 2. If suitable persons are not available in the category of Duffadars, appointment from among the Office Helpers in Category 3. (or) By direct recruitment when persons possessing the qualification prescribed to the post of Motor Cycle Messenger are not available in the categories of Duffadar and Office Helper in Board Office Secretariat Branch.

(iii) In Annexure II, referred to in Regulation 98, under the heading "Class IV Service", after item 51, the following item shall be added namely:-

52. Motor Cycle Messenger in Board Office Secretariat Branch) Under Secretary

(iv) In Annexure III referred to in Regulation 94, after the entries relating to 'Office Helpers', the following entries shall be inserted in the relevant columns, namely.

(1)	(2)	(3)
Motor Cycle Messenger in Board Office Secretariat Branch.	By appointment of Duffadars/ Office Helpers in Board Office Secretariat Branch	(i) Must have passed VIII Standard
	(or) By direct recruitment	(ii) Must possess Licence to drive Motor Cycle without Police or Magistrial endorsement.
		(iii) Must have experience in driving Motor Cycle for a period of not less than two years.

(By Order of the Board)

P. A. Khaja Kaleel Rahman,
Secretary.

Memorandum No. 55865/VC-11/96-1, (Sectt. Branch) Dated 24—10—96.

Sub : A P.T S.—Theft of energy cases detected by A.P.T.S.—Civil and Criminal cases filed in various Courts—Judgement—Instructions issued.

Ref : Circular Memo. No. 13202/VC-11/96-1, Dated 27—3—96.

It is noticed that large number of energy theft cases filed in the Criminal Courts end in acquittal. The officers who are incharge of the prosecution of the theft cases will get the judgement copy immediately and get the legal opinion about the filing appeal etc. They will also analyse the reasons for the acquittal of the cases. If there are any lapse on the part of the investigation pointed out by the Judge that should also be taken note of and the explanation of the officers should be obtained for further action and as a guidance for future investigation.

2. Inspector General of Police/Vigilance may be informed about the acquittal of the cases by a report.

K. Natarajan,
Inspector General of Police
Vigilance.

Memo. No. 071788/139/E5/A2/96-1, (Adm. Branch) dated 24—10—96

Sub : Rectification of pay anomaly—invoking T.N.E.B. S.R. 48 Guidelines—Amendment to the circular U.O. No. 066327/Adm. Br./EE2/81-1, dt. 1—6—81—Orders Issued—Clarification.

Ref : (1) Circular U.O. Note No. 066327/Adm. Br./EE2/81-1, dt. 1—6—81.

(2) Memo. No. 100401/476/Adm. Br./E5/A2/93-16, dt. 22—8—95.

In the memorandum cited, it has been ordered that the rectification of pay anomaly in respect of R.W.E. categories should be done wherever promotion are given in the same categorise by drawing a common seniority from the persons drawing identical scale of pay irrespective of the categorise they held in the lower post, subject to the condition that the seniors should have worked in the lower posts in all the scales of pay as that of the juniors and that the senior should have drawn higher/equal pay compared to the juniors.

2. The Superintending Engineer/General Construction Circle/Madurai has raised a clarification whether the monetary benifit consequent on the rectification of pay anomaly as per Memo. (2) cited may be given effect to with effect from 22—8—95.

3. After careful examination, it is clarified wherever rectification of pay anomaly in respect of R.W.E. categories done on par with the pay of the junior based on the amendment issued in the Memo. (2) cited, the monitary benefit consequent on the refixation of pay may be given effect to with effect from 22—8—95 (i.e.) on the date of issued of orders.

A. Viswanathan,
Chief Engineer (Personnel) I/C.

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U.O.Note No. 54840/L.C.2./96-1 (Sectt.Br.) dated 25—10—96.

Sub: LEGAL CELL—Filing and defending of Court Cases—Instructions and Guidelines issued—Publication in the T.N.E.B. Gazette - Regarding.

Ref : 1. Lr.No.3298/LA/LC/96-1 dt.12—1—96.

2. Circular Memo No. 21570/LC2/96-1 dt.25—4—96.

3. D.O.Lr.No.46701/Spl.Cell/96-1 dt.19—7—96.

4. Lr.No. 48594/LC2/96-1 dt.27—7—96.

5. Lr.No.53180/LC1/96-1 dt.8—8—96.

6. Memo No. 8859/IEMC/E1/AEE/C. 3183/D. 1086196 dt. 1—10—96.

7. Circular Memo No. 70164/LC2/96-1 dt. 22—10—96.

Copies of the above references in duplicate are enclosed and the Personal Assistant, Tamil Development, Board Office Administrative Branch, may be requested to publish the above references in Tamil Nadu Electricity Board Gazette.

L. Jayasankaran,
Legal Adviser.

Encl:-

Tamil Nadu Electricity Board

L.Jayasankaran, M.A., B.L.,
Legal Adviser.

Legal Cell,
Secretariat Branch,
N.P.K.R.R.Maaligai,
Madras - 600 002.

Letter No.03298/L.A/L.C/96-1,dt.12.1.96

To
All Chief Engineers and Superintending Engineers.

Sub: Legal Cell - Filing and Defending of case - Instructions and Guidelines - Compiled - Forwarded.

The Indian Electricity Act, 1910 (C.A.9/1910) was enacted to amend the law relating to the supply of and use of electrical energy. It was enforced with effect from 1st January, 1911. Then in 1947 the Government felt that it was not possible to provide for (1) rationalisation of production and supply of electricity (2) taking measures conducive to electrical development, and (3) matters incidental thereto within the frame work of Indian Electricity Act,1910 which was, conceived for a very different purpose. The Government therefore thought that only a specific legislation on the broad lines of Electricity (Supply) Act, 1926 in force in the United Kingdom will enable the provincial Governments to set up suitable organisations to work out "Grid Schemes" within the territorial limits of the Provinces. To achieve this purpose, the Parliament enacted the Electricity (Supply) Act, 1948 (Act No.54 of 1948) on 10th September, 1948. Section 5 of the Act deals with the "Constitution and Composition of State Electricity Boards". The powers and duties of Electricity Boards so constituted are enumerated in Chapter IV of the said Act, Section 15 of the Act provides for the appointment of staff viz. "Secretary and such other officers and employees as may be required to enable the Board to carry out its functions under the Act.

2. Thus the Tamil Nadu Electricity Board came into force and the Secretary and other officers were appointed. The main purpose of the Board is to generate the electricity and distribute it on a rational principle to the entire province of the Tamil Nadu and to take measures conducive to electrical development. Thus the residents of Tamil Nadu have direct contact with the Electricity Board. Various companies and contractors are also involved indirectly in the generation and distribution of clectricity. The Electricity Board has appointed a vast number of officers, engineers, workmen etc. in various fields. It is therefore possible that the residents of the State, the contractors, Companies, Officers, Engineers, workmen etc. come across with some problems with the Board and they naturally approach the Board for appropriate relief. When they do not get relief to their satisfaction, they approach the courts of law for relief as per law. The Constitution of India guarantees certain fundamental rights to every citizen. In addition to the constitutional rights, other rights namely Civil rights, Labour Law rignts and rights under Consumer Protection Act etc. are also available to the citizen.

3. A number of cases are filed by various persons, Companies, employees etc. against the Board on various situations and the Board also files cases against Companies, individuals etc. It is most important that these cases are dealt with effectively to protect the interest of the Board. It is seen that, the Board had to face the criticism from the "Law Courts" solely because of the non-observance of provisions of law and the prinicples of natural justice by the officers of the Tamil Nadu Electricity Board. To obviate these problems and to educate the officers and employees of the Board, it has been decided to compile all the instructions so far issued, in this regard. The following guidelines are also issued for inforrhation and observe by all concerned.

4. Normally, every person has a right to move only the lowest court in his territorial jurisdiction and also with reference to pecunary jurisdiction. The Law Courts may be broadly classified as Civil Courts, Criminal Courts, Labour Law Courts, Consumer Courts. High Courts, Supreme Court, Excise Forums etc. Under each classification, there are a number of sub-classifications. In regard to civil courts, the lowest

court is the District Munsiff Court now designated as Court of Civil Judge (Junior cadre). It functions in almost all Taluks. The next appellate court is Sub - Judge Court now designated as Civil Judge (Senior Grade). Above this court, a District Court functions in every district. Similarly, on the criminal side, the lowest court is the court of Judicial Second Class Magistrate and immediately above that, the court of Judicial First Class Magistrate exists. In addition, there is a Sub-Divisional Magistrate court at the level of Sub-Division. Above that, a Chief Judicial Magistrate Court functions at District level. Now Judicial Second Class Magistrate Courts and Judicial First Class Magistrate courts have been grouped togother and integrated with District Munsiff Courts and they are now termed as "Munsiff Magistrate Courts". Apart from these civil and criminal courts at the district level, there are Metropolitan Magistrates Courts in Metropolitan city namely Madras on the crimipal side and City Civil Courts besides Small Cause Court on the Civil side. These courts have original civil jurisdication and some Courts have appellate civil jurisdiction also. On the criminal side, district court functions as a Sessions court and sub - court functions as Assistant session Court.

5. Original civil jurisdiction is available in High Court also. Other than this original and appellate jurisdiction, Writ jurisdictions are also available. Normally as a matter of right, appeals are not allowed in supreme Court. They have to be certified by the High Courts as fit for appeal to Supreme Court. Only with such certificate, an appeal can be taken to Supreme Court.

6. There is yet another extra-ordinary right available under Article 136 of the Constitution i.e. Special Leave Petition before the Supreme Court. Besides these civil, criminal and writ jurisdiction, a number of Labour Courts are functioning in various regions. It is in respect of industrial employees and labours. Labour Commissioner prosides over this courts. It may be noted that when the civil and criminal courts follow strictly the provisions of the Indian Evidence Act, Civil Procedure Code and Criminal Procedure Code etc., the Labour Courts are not expected to so strictly follow these procedures. These courts are meant for the benefit of industrial employees.

7. A recent innovation in the matter of law and justice is "Consumer Protoction Act, 1986 (Act 68 of 86)". Electricity Board is under the Jurisdiction of these forums. There are District Forums, State Commissioner and Central Commissioner. In these Forums and Commissions, public and social workers are included as members. When there is a deficiency in service, people have a right to approach the "Consumer Forum". Deficiency has been defined as "any fault, imperfection, shortcoming or inadequacy in the quality, nature and manner or performance which is required to be maintained by or under any law for the time being in force or has been undertaken to be performed by a person in pursuance of a contract or otherwise in relation to any service" (Section 2 (g) of the Act).

8. In all these courts, apart from the specific provision of law, the basic principle that is followed is the "principles of natural justice i.e. no person shall be punished or condemned except after giving an opportunity of representation. A proper departmental enquiry has to be conducted. Full particulars should be given to the person concerned to show that he is involved with the charges concerned. In disciplinary proceedings, an important aspect is that the authority competant to alone can take action. If an authority who is not competent to take action, initiate action and conducts an enquiry, then the courts will simply quash everything for want of jurisdiction.

9. Similarly, in the matter of disconnection of supply of electricity, or whatever reason it may be, still a show-cause notice has to be issued; representation has to be received and it has to be considered and all the points raised have to be answered and then only orders have to be passed. The show cause notice should be clear in all aspects. It should not be just for the sake of following rituals. Further for every such thing there should be a written evidence. Nothing shall be in oral. Courts give weight only to written evidence in these matters.

10. It is seen that some of the officers of the Board are not thorough with provisions under the Terms and Conditions of supply and Service Regulations and other Regulations. Officers should be well

-versed with up-to-date regulations, terms, conditions etc. It may be noted every employee has to file a nomination for Pension, Provident Fund etc., but it is seen that a number of employees have not done this and representations are received from various officers as to the person whom the terminal benefits has to be sanctioned on the demise of the employees. Sometimes, in the absence of nomination, rival claims arise. These things can be avoided, if nominations are obtained in time as per regulation and recorded. A number of disputes in this regard can be easily solved, if the procedures are regularly and correctly followed.

11. Officers of the Board in the case of Labour Court or Civil Court other than High Court have to file the original documents and counters within the time granted by the court. While filing those documents, it may be ensured that attested copies of such documents are kept in Board's files. As soon as the case is disposed of, the original documents should be taken back from the court and restored in the files. In the case of High Court, the Board's Counsels may be allowed to peruse the files. But the files need not be kept in the Legal Section. The official concerned may keep the files with themselves and produce the same at the time of arguments and the same may be taken back when the need ceases.

12. On many aspects, the Board has issued various guidelines, instructions etc. All the officers and employees are requested to understand these procedures in a proper manner and apply correctly, wherever necessary. Some of the important instructions and guidelines issued in regard to legal matters are now grouped together and enclosed for easy reference. They are classified under the following heads:-

1) Instructions for approaching Legal Cell:

i) Board's Pro.Ms.No.157, dated. 10th Feb.1977.
ii) Board's Secretariat Branch Circular Memo No.30526/LC.1/84-1, dated.23.4.84.
iii) Chairman's Circular Memo.No.66111/LC.2/84, dated.7.10.84.

2) Maintenance of Suit Registers:

i) Board's Secretariat Branch B.P.Ms.No.279, dated 7.6.82.
ii) Board's Secretariat Branch B.P.Ms. (Ch) No.5,dated.4.1.86.

3. Signing of Vakalath:

i) Board's Secretariat Branch Memo.No.(P)No.80919/O&M Cell (3) /93-1, dated.29.12.93.
ii) Board's Secretariat Branch Memo (Per) No.5961/O&M Cell -II (3)94-1, dated.7.2.94.
iii) Board's Secretariat Branch Memo.No.54510/LC.3/78-2,dated.4.9.79.

4. Attendance of Advocates in Court:

Board's Administrative Branch Memo.No.150821/S5/87-7, dated.2.12.88.

5. Defending of cases and follow up action:

i) Board's Secretariat Branch U.O.Note.No.32018/LC.1/83-1 dated.23.4.83.
ii) Chairman's Circular No.006042/R2(1)/Administrative Branch /83-1,dated.16.1.84.
iii) Board's Administrative Branch Memo.No.073010/(S5)/84-3, dated.21.9.84.
iv) Chairman's Circular Memo.No.47472/O&M Cell/86-1, dated.21.7.86.
v) Chief Engineer (Per) Memo.No.134218/2075/S5(2)/86-2, dated.23.3.87.
vi) Secretary's Circular Memo.No.CE/Adm.Br.C5-3/645/87-4, dated.22.10.87.
vii) Chairman's Circular No.62743/O&M Cell/87-1, dated.20.10.87.
viii) Board's Adm.Br.Memo.No.124778-OS/86-8, dated.22.3.89.
ix) Board's Secretariat Branch Memo.No.23169/O&M Cell/89-1, dated.23.6.89.
x) Board's Secretariat Branch Memo.No.69394/O&M Cell (4)/89-4, dated 15.2.90.
xi) Board's Secretariat Branch Circular Memo.No.41552/LC.1/94-1, dated.23.6.94.

6. Payment of fees:

i) Board's Administrative Branch.B.P.Ms.(FB)No.63, dated.28.6.84.
ii) Board's Administrative Branch Memo.No.073010-S5/84-7, dated.20.12.84.
iii) Board's Pro.Ms.No.1297, dated.30.7.79.
iv) Board's Administrative Branch Memo.No.143058-S5/86-7,dated.24.11.87.
v) Board's Administrative Branch Memo.No.116708-S5/87-2, dated.17.12.87.
vi) Board's Secretariat Branch Circular Memo (Per) No.48897-LC2/88-1, dated.10.8.88.

7. Payment of amount of decree holders:

i) Board's Administrative Branch Memo.No.94485-S5/84-5, dated.23.5.85.

8. Periodical returns:

i) Chairman's D.O.Lr.No.15754/LC.2/83-2, dated.11.3.84.
ii) Chairman's D.O.Lr.No.17771/LC.4/84-1, dated.22.3.84.
iii) Board's Secretariat Branch Memo.(Per)No.71404/O&M Cell/86-1, dated.27.10.86.
iv) Board's Administrative Branch Circular Memo.No.155714/86-1,dated.17.11.86.
v) Board's Secretariat Branch Memo.No.10108/O&M Cell/87-1, dated.24.2.87.
vi) Board's Secretariat Branch.Memo.No.83350/O&M Cell (4)/ 90-1,dated 11.12.90.
vii) Board's Secretariat Branch Circular Memo.No.2014/LC.4/91-1,dated.29.1.91.

13) The Government have also issued directions in this regard, vide letter Ms.No.5, dated 4.1.94 from the Secretary to Government of Tamil Nadu, Personnel and Administrative Reforms (per-A) Department, Madras to the Secretary, Tamil Nadu Electricity Board, Madras-2, A copy of the same is also enclosed.

14) It is seen that the officials of the Board are not properly communicating themselves with the Government Pleaders or the Board's Counsel with regard to filing of the case or with reference to obtaining of the copies of the judgement etc. Only when the fees or filing expenses or the payment for receiving the judgement copies are paid well in advance, the Government Pleader/Board's Counsel will be in a position to obtain the copies as well as to take a decision with reference to filing of further appeal etc. The application seeking for copy of the judgement should be filed in the Court through the Government Pleader or Board's Counsel concerned on the day of the Judgement or immediately on the next day. Similarly, if the Court office calls for payment of stamp charges, the said amount should be paid on the day or the next day. Further when the Court office indicates the readiness of the Judgement, the same should be obtained on that day or the next day. Any delay in obtaining this by the Government Pleader/Board's Counsel or any contribution of delay on the part of the Board's officials will result in delay in filing the further appeal as the said period of delay will have to be deducted from the period of limitation provided for filing the case before the particular court. Therefore, the officials should co-operate with the Board's Counsel in obtaining the copies of judgement promptly without contributing delay.

15. Whenever a suit or Writ petition or Claim Petition is filed, a copy of the same with summons or rule-nisi is served to the officials indicated by the petitioner in his petition and the Board's Counsels will have no opportunity to know about the filing of such cases. Therefore the concerned System/Circle who have received the Court paper will have to approach the Board's Counsel and give originals received by them from the Court to the Board's Counsel along with Vakalath form keeping the xerox copy of the same to their office file. Similarly, the copies of judgements when judgements are pronounced by the Court will be sent from the Court office directly to the Chief Engineer/Superintending Engineer concerned. Therefore, the officials should ensure that, for filing further appeal etc., the judgement copies are obtained by them.

16) All the officers and employees are requested to go through all these instructions, guidelines etc., and equip themselves fully and thoroughly. If the officers and employees experience any difficulty, they should immediately address through proper channel the Legal Adviser for clarification. They should not act on any presumption or assumption.

17) It should be noted the Board in its recent meeting, felt that as more than Rs.46 crores are pending to be collected from various persons because of the pendency of cases in the courts; effective steps should be taken for early disposal of cases. It is therefore important that effective steps should be taken to vacate "Stay Orders" and "Injunctions" wherever huge sum of money is involved.

18. The receipt of this letter has to be acknowledged immediately.

Yours faithfully,
L.Jayasankaran,
Legal Adviser.

Tamil Nadu Electricity Board - Reference to Legal Cell - Instructions - Issued.

Board's Pro.Ms.No.157 Dated the 10th February 1977.

Read:

Proceedings:

A Legal Cell has been formed in the Tamil Nadu Electricity Board and Thiru P.Jeyasingh Peter, has assumed charge as Legal Adviser to the Board with effect from 31.1.1977 A.N. Hitherto all files on which remarks on Legal issues were required were marked to the Government Pleader, Madras. Hereafter such filed may be marked to the Legal Cell for remarks.

The following instructions are issued for guidance of the officers of the Board, namely:

i) The Legal Cell will be an advisory wing of the Board. Files may be referred to the Legal Cell for remarks on Legal issues and the competent authority referring the files should specify the point or points of law on which the remarks of Legal Cell are called for. The Legal Cell will confine its remarks only to the point or points raised by the competent authority;

ii) In case where the Board sues or is sued, the draft plaint, written statement, affidavit, counter-affidavit grounds of appeal etc., will be prepared by the Advocate representing the Board and the competent authority may refer such drafts for scrutiny by the Legal Cell. In such cases, the facts of the cases should be supported by relevant records.

iii) It is one of the duties of the Standing Counsel of the Board to prepare and settle draft deeds; agreement etc. The draft deeds, agreement etc. which are to be executed by the Board may be referred to the Legal Cell for scrutiny of the agreements, deeds, etc.

iv) for purpose of making reference to the Legal Cell, the competent authority shall be not below the rank of Divisional Engineer/Executive Engineer.

3. All officers of the Board, Chief Engineers and Superintending Engineers are requested to comply with the above instructions.

(By Order of the Board)

U.S.Natarajan,
Secretary.

* * *

TAMIL NADU ELECTRICITY BOARD

Secretariat Branch

Circular Memo.No.30526-LC1/84-1 dated 23.4.84.

Sub: Tamil Nadu Electricity Board - Reference to Legal Cell - Preparation of para-war remarks for filing counter etc. - Certain instructions-Issued.

Ref: 1. B.P.Ms.No.157 dated 10.2.1977.

2. U.O.Note No.32016/LC1/83-1 dated 23.4.1983.

On the formation of the Legal Cell in the Tamil Nadu Electricity Board, instructions were issued in the Board's Proceeding first cited for the guidance of the officers of the Board regarding the matters to be referred to the Legal Cell, the manner in which legal issues should be framed for the opinion and the regarding the scrutiny by the Legal Cell of the counter affidavits, written statements, plaints, deeds, agreements etc., to be filed or executed on behalf of the Board. Again in the U.O. Note second cited, instructions were issued regarding the preparation of parawar remarks on affidavits and plaints filed before the courts.

2. The above instructions however are not strictly adhered to by the officers of the Board. There are instances where civil miscellaneous petitions were filed before the High Court without the knowledge of the Legal Cell and without the petition being scrutinised by it. Further, most of the files are simply referred to the Legal Cell as 'Legal Cell may see' or 'Legal Cell may offer its remarks' without indicating the point or points of law on which its opinion is sought as enjoined in the above instructions. Though according to the above instructions only officers of and above the rank Divisional Engineer/Executive Engineer can refer matter to the Legal Cell for opinion, in practice even Junior Engineers/Assistant Engineers and Assistant Divisional Engineers are now Addressing the Legal Cell for opinion. No doubt in emergent circumstances where the matter cannot brook any delay, there can be no objection to the officers below the rank of Divisional Engineers addressing the Legal Cell.

3. The instructions issued in the references cited should be scrupulously followed by all the officers of the Board and those instructions are reproduced below for facility of easy reference.

(i) The Legal Cell is an advisory wing of the Board. Files may be referred to the Legal Cell for remarks on legal issues and the competent to authority referring the files should specify the point/points of law on which remarks of Legal Cell are called for. The Legal Cell will confine its remarks only to the point or points raised by the competent authority;

(ii) In case where the Board sues or is being sued; the draft plaint, written statement, affidavit, counter affidavit, grounds of appeal etc. will be prepared by the Advocate representing the Board and the competent authority may refer such drafts for scrutiny by the Legal Cell. In such cases, the facts of the cases should be supported by relevant records;

(iii) It is one of the duties of the Standing Counsel of the Board to prepare and settle draft plaint, written statement, affidavit, counter-affidavit, etc., which are to be executed by the Board, may be referred to the Legal Cell for scrutiny;

(iv) For purpose of making reference to the Legal Cell the competent authority shall be not below the rank of Divisional Engineer/Executive Engineer.

4. Regarding the preparation of parawar remarks on affidavits and plaints filed before courts in cases against the Board to be sent to Board's counsels enabling them to prepare draft counter or written statement the following instructions should be followed:

(a) A brief history of the case till the filing of the writ petition or original suit should be furnished;

(b) The allegations in the affidavit/Plaint of the petitioner/plaintiff should be dealt with para by para and sentence by sentence;

(c) If an allegation made by the petitioner is correct that sentence must be repeated and the allegation affirmed. If the allegation is found not correct, a specific denial of the allegation should be made;

(d) The para-war remarks should never say 'No remarks' ;

(e) Allegations of malafides must be specifically dealt with;

(f) If any orders, circulars or memos are referred to in the para-war remarks, copies of those circulars etc. should be furnished along with the parawar remarks;

(g) The para-war remarks should be typed in double line space on one side of thick paper leaving one -third margin.

5. The para-war remarks should be furnished to the Board's counsel as expeditiously as possible in order to enable him to prepare the counter affidavits and written statements. In all cases, the draft of the counter/written statements thus prepared by Board's counsel should be routed through the Legal Cell for scrutiny before filing in courts.

B. Vijayaraghavan,
Chairman.

Circular Memo No.66111-LC2/84-1 dated.7.10.1984.

Sub: Tamil Nadu Electricity Board - Reference to Legal Cell - Revised Instructions - Issued.

Ref: 1. B.P.Ms.No.157 dated 10.2.1977.
2. Circular Memo. No.30526 - LC1/84-1, dated 23.4.1984.

On the formation of the Legal Cell in the Tamil Nadu Electricity Board in the year 1977, instructions were issued in the B.P. first cited regarding the mode of communication with the Legal Cell and the manner in which the opinion of the Legal Cell should be obtained. The above instructions were amplified and re-issued in the Circular second cited. According to the above instructions, all the officers of the Board not below the rank of Divisional Engineer/Executive Engineer were authorised to enter into correspondence directly with the Legal Cell to obtain its opinion on any legal issue. This has resulted in certain complications. The following revised instructions are, therefore, issued in the matter in cancellation of the earlier instructions.

2. The subordinate offices should address their reference only to the concerned branch of the Board viz. Secretariat Branch, Administrative Branch, Technical Branch, Accounts Branch or Audit Branch as the case may be. It is for the branch concerned to examine the issue with reference to the rules and regulations and the previous papers, if any, and if there is any point on which the advice of the Legal Cell is required, the branch should obtain the orders of the officer incharge and then refer the matter to the Legal Cell. The Legal Cell will furnish its opinion to the branch concerned for further action and the branch will communicate the instructions to the subordinate office concerned. In other words, the subordinate offices should not directly address any reference to the Legal Cell nor will the Legal Cell directly give any clarification or opinion to the subordinate offices.

The above instructions will not apply to the following cases and in those cases direct correspondence can be had with the Legal Cell.

(i) References seeking approval of counter-affidavits, written statements etc. to be filed in the Courts etc.

(ii) References seeking orders for filing of appeals etc. against the orders of lower Courts.

(iii) References seeking permission to engage advocates on behalf of the Board.

B. Vijayaraghavan,
Chairman.

Copy of:

SUITS - Follow up action - Guidelines - prescribed.

B.P.Ms.No.279 (Secretariat Branch) Dated the 7th June 1982.

Proceedings:

Recently in a case where the High Court ordered that the Chairman, Tamil Nadu Electricity Board should be present in the Court on a particular date, the matter was brought to the notice of the Chairman just at the fag end of the previous day. This is highly irregular and betrays utter negligence and irresponsibility on the part of the staff concerned.

2. In order to avoid delays in matters taken to Courts, the following guidelines are prescribed.

(i) The Branch concerned in the Headquarters and the System/Circle Office should maintain a common register called 'Suits Register' as below:-

S.No.	Subject	Petition/Suit Summons/Appeal etc. with no. name of the Court and date.	When to be defended/ filed/appeared etc.	Ack. of the official to whom it is sent.
1.	2.	3.	4.	5.

(ii) As soon as the Notice or Summons or any order or intimation of the court is received, the Branch concerned in the Headquarters Offices/Systems/Circle should register it in the 'Suit Register' and initiate immediate action and keep the Top Management informed of important developments.

(iii) If any Notice/Summons/Order etc. is received directing any superior officer of the Board in the Headquarters to appear before the Courts, Xerox copies of the same should be taken by the recipient. Original being retained by the addressee/receipient for further action - and Xerox copies should be sent to the officer concerned and also the Counsel to the Board. If such appearances are to be in the High Court and Other Courts in the City, copies of such notices should be sent to the Board's Counsels also for initiating appropriate action.

3. In addition to these guidelines laid down above, the Section Officer or other Officer who are concerned with the case should personally bring the matter to the notice to the Superior Officer who is required to appear before Courts through the Personal Assistant/Technical Assistant.

4. These orders should be followed scrupulously.

(By Order of the Board)

L.N. Vijayaraghavan,
Secretary.

Copy of:

Court cases - Follow up action - Guidelines - Prescribed.

B.P.Ms.(Ch)No.5 (Secretariat Branch) Dated 4.1.1986
Margazhi 20, Kurothana,
Thiruvalluvar Aandu 2016.

1. B.P.Ms.No.279 (Sectt) dated 7.6.82.
2. Chairman's D.O.Lr.No.15754-LC2/83-1 dated 28.2.83.
3. Chairman's D.O.Lr.No.15754-LC2/83-2 dated 11.3.83.
4. Chairman's D.O.Lr.No.15754-LC2/83-4 dated 2.7.83.
5. Chairman's D.O.Lr.No.17771-LC4/84-1 dated 22.3.84.

Proceedings:

The Tamil Nadu Electricity Board has already issued instructions in the references cited for follow up action to be taken in respect of original suits, petitions, writ petitions, appeals etc. filed by or against the Board in all Courts. In spite of the instructions it has come to notice that in some cases there has been lapses on the part of the officials in this regard. It is needless to point out that a prompt and effective follow up action should be taken in all cases where interim or final orders have been passed in which Board's interest are affected adversely. In original suit, original petition, writ petitions, writ appeal and miscellaneous Peteitions filed in subordinate courts, High Court and Supreme Court where the Tamil Nadu Electricity Board/the Chairman /Secretary/Chief Engineers or any other top officers of the Board are impleaded as parties, system/Circle/Offices should inform their concerned Branch promptly about the filing of such cases as well as any order, interim or final passed by the Courts. The further developments and stage should also

be intimated periodically. In order to have a close watch and follow up action in all court cases, certain consolidated guidelines are issued in supersession of the existing instructions as below :-

(A) (i) Separate registers should be maintained in respect of cases filed in different courts as indicated below to have an efficient watch over the follow up cases.

(a) Cases filed in Supreme Court.
(b) Cases filed in High Court.
(c) Cases filed in District Court or Subordinate Judge Court.
(d) Cases filed in Munisif Court and
(e) Cases filed in Labour Court.

(ii) The registers should be in the prescribed form as annexed in Annexure 1 to these proceedings. One single page should be given for each case. After the finalisation of the case entries should be made in Column (13) and the Sl.No. in Column (1) should be rounded off:

(iii) The above registers should be submitted to the head of the Office every fortnight and

(iv) The head of office should send a monthly report on all the pending cases to the Chairman on the 10th of every month as indicated in the format prescribed in Annexure II to these proceedings.

(B) As soon as the notice or summons or any interim or final order or judgement passed by the Court is received by the System/Circle or any Branch in headquarters, the officer nominated for this purpose in the system/circle and the branch, should register the case number and other particulars in the 'Suit Register' as indicated in Para (A) above and initiate action immediately. The top officers of the Board should be intimated of the information in respect of any writ petitions, writ appeals and civil appeals filed in the High Court /Supreme Court with relevant details. Important cases and cases involving the interest of the Board as a whole, should be intimated to the Chairman by name cover with a copy to the Branch concerned and a copy marked to the Legal Adviser. It is also the duty of the officer concerned to keep the Chairman informed of the developments in such important cases at every stage.

(C) If any notice, summons, interim or final orders etc. are received by the officers of the system concerned, directing any superior officer of the Board in the headquarters, to appear before the Courts. Xerox copies of the same should be taken. original being retained by the recipient for further action. The xerox copy should be sent to the officers concerned as well as to the counsel to the Board for initiating appropriate action.

(D) In addition to the above, the officers concerned who are directly dealing with the subject should bring the matter to the notice of the superior officer, who is required to appear before such courts well in advance.

(E) In all cases where an interim order or final order is about to be passed by the court, the officer concerned shall consult the standing counsel/Govt.Pleader who is appearing on behalf of the Board to oppose such interim order to be passed, or to take further action by filing an appeal against such orders when passed by the Court and get the stay vacated without any delay.

(F) If the case involved affects the interests of the Board largely, the officer concerned considers that the assistant of the senior advocate is necessary, he shall immediately write to the Chairman demi-officially giving the name and details of the advocate who is to be engaged as well as the importance of the case for such engagement. In such cases the fees payable should be decided in advance. Simultaneously any order passed by the court in such important cases shall be promptly brought to the notice of the Chairman in a D.O.letter.

(G) The officer concerned shall personally follow up the court cases, filed by or against the Board, at all stages with due consultation with the Legal Adviser to the Board and see that the cases are defended properly. A reference to the Legal Adviser/Legal Cell should be made directly for seeking approval of counter affidavits, written statements etc. or opinion for filing appeals etc. against the orders of lower courts, or for engaging advocates other than Government Pleader in important cases.

(H) Apart from the above, list of cases where stay orders/injunctions had been granted by the courts viz. Supreme Court, High Court and other subordinate courts. The action taken to vacate such stay orders shall be furnished to the Chairman as detailed in Annexure III once in a month. The monthly return should reach the Chairman before the 5th of succeeding month.

(By Order of the Chairman)

C. Arunachalam,
Secretary.

B.B. - 5 (Oct.'96)

Encl. :1

Annexure - 1

[Vide para A (ii)]

REGISTER OF SUITS

Cases filed in Labour Court/Subordinate Courts/High Court/Supreme Court

Sl. No.	Case No. & year & name of the Court in which it is filed	Date of filing	Name and details of Plaintiff/ Petitioner/ Appellant Respondent	Brief details of the case	Date of receipt of plaint/ petition	Details of action taken	@Ack. of the official to whom it was sent	Date of follow up action taken at every stage	Result of final disposal of the case	If further action to be taken w.r.t. the final disposal, what is the actiontaken	Whether cost awarded by the court. Whether same has been recovered by the Board	Fresh Sl.No. opened against Col.(1) w.r.t. Col.(11)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

Column (7) - The details of the action to be taken like sending pare-wise remarks to the counsel, date of receipt of counter returning of the counter duly signed/filing counter/he ng/interim order/ final order passed by the Court should be indicated.

@Column (8)- If sent by post it should be only by registered post and Receipt No. and date should be noted.

Encl. :2

Annexure - II

[Vide para (A) (iv)]

Monthly Report of the Court cases pending for the month of .....

(Due with Chairman on the 10th of every month)

Name of System/Circle/Office :

Sl. No.	Case number and year and the name of the court	Date of filing	Name and details to the petitioner	Brief details of the case	Present stage of the court case
(1)	(2)	(3)	(4)	(5)	(6)

Encl. :3

Annexure - III

[Vide para (H)]

Statement showing the details of cases pending in respect of .....

System/Circle where Stay Order have been passed by Supreme Court/High Court/Subordinate Courts.

(Due with Chairman on the 5th of every month)

Sl. No.	Name and details of the peti-tioner	Case No.& name of the court which has passed the stay orders	Details of the case	Date of stay order	Brief details of the stay order	Monetary value of the case	Where the suit relates to disconnection of supply due to theft of energy or malpractice whether court has ordered payment of half the amount assessed under clause (9) of the Schedule to the Terms and Conditions of Supply	Whether any caveat petition filed	Action taken for vacating opposing the petition for stay	Present stage
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Copy of:

Memo.No.(P)No.80919/O&M Cell-II(3)/93-1 (S.B.) dated 29.12.93.

Sub: Court cases - Tamil Nadu Electricity Board - Signing of Vakalath. Affidavit, Counter Affidavit etc. by Secretary - Instructions - Issued.

Of late, it is observed that Adoption Counter Affidavits, counter Affidavits, etc, are submitted to Secretary at the last moment for his approval /Signature eventhough the cases are pending with concerned Circle Offices/Regional Chief Engineer's Office for a long time. The staff of those circle/Regional Chief Engineer's Office bring them for approval signature of Secretary at the fag end. Moreover in cases where the Chairman /Secretary are impleaded, the summons/court Notices, Affidavits etc. received by them are not put up, Parawar remarks on the Affidavits and brief history of the case are also not put up. This is not correct.

2. It is therefore instructed that in future whenever CounterAffidavit /Adoption Counrter is submitted to Secretary, a brief history of the case, parawar remarks on the affidavit plaint should accompany. Notices, summons, plaints and affidavits etc. received in Board Secretariat from the Court should not be sent to subordinate officers in original. The Legal Cell should take xerox copies of such notices, summons, etc. and send them to the concerned office for further action. Filing of Counter affidavits etc. in the Courts should be watched in the connected files by the concerned section in the Secretariat Branch and other Offices.

3. The above instructions should be followed scrupulously.

M. Subramanian,
Secretary.

***

Memo No.150821/S5/87-7, (Adm.Br.,) dated.2.12.88.

Sub: Suits - Contesting of cases through Bd's Counsels - Attendance of Counsel of the dates of hearing - Instructions issued.

The Superintending Engineers are addressing the Chief Engineer/Personnel requesting to address the Bd's Counsel to appear in the case on the dates of hearing fixed by the court.

2. There are large number of court cases dealt with in the office of the Superintending Engineers and it is not possible at this office to address the counsel in each and every case. The Superintending Engineers are therefore informed that in respect of the cases dealt with in their offices, it is upto them to take necessary action to ensure the attendance of Bd's counsel on the dates of hearing and the Chief Engineer, Personnel need not be addressed in this regard.

3. Receipt of the Memo. shall be acknowledged.

M. Chinnakkannu,
Chief Engineer/Personnel.

Memo.(Per)No.5961/O&M Cell - II (3)/94-1 (Secretariate Branch) dated.7.2.1994.

Sub: COURT CASES - Tamil Nadu Electricity Board - Signing of Vakalath, Affidavit, Counter Affidavit etc. by Secretary - Further instruction - Issued.
Ref: Memo.(Per)No.80919/O&M Cell - II(3)/93-1, dated 29.12.93.

In continuation of the Memo.cited, it is hereby further instructed that all Counter Affidavits which are submitted to Secretary for signature should be compared carefully and a certificate to that effect should be furnished in the Note submitted to him for his approval of Counter Affidavit etc.

M.Subramanian,
Secretary.

* * *

Memorandum No.54510/LC3/78-2, (Secretariate Branch) dated 4.9.79.

Sub: Civil Suits - Signing of vakalathnama by Chairman when Chairman is impleaded as party - Power of Attorney.

In a case where the Tamil Nadu Electricity Board represented by the Chairman has been impleaded as a party respondent the District Munisif, Nagapattinam (O.S.No.62,63,65 and 68 of 1978) did not accept the vakalath signed by the Superintending Engineer on behalf of the Chairman, Tamil Nadu Electricity Board and declared the 1st respondent viz. Chairman, Tamil Nadu Electricity Board **exparte**. The point that has arisen for consideration is whether in such cases, the vakalath empowering the Advocate to act on behalf of Chairman, Tamil Nadu Electricity Board should be signed only by the Chairman or by any other person duly authorised by the Chairman. According to section 13 of Electricity (Supply) Act, 1948 all orders and decisions of the Board shall be authenticated by the signature of the Chairman or any other member authorised by the Board in this behalf, and all other instruments issued by the Board shall be authenticated by the signature of such member or officers of the Board as may in like manner be authorised in this behalf. The vakalathnama is not an order or decision or an instrument of the Board. Hence an officer of the Board cannot be authorised under section 13 of the Electricity (Supply) Act, 1948, to sign the vakalathnama in cases whether the Board represented by the Chairman has been impleaded as a party respondent.

2. According to Order 3, rule 4(1) of the Schedule of the Code of Civil Procedure, 1908, the vakalath should be in writting and signed by such person or by his recognised agent or by some other person duly authorised by or under a power of attorney to make such appointment. With a view to avoid the Chairman signing the vakalathnamas every now and then in cases where the Board represented by the Chairman has been impleaded as a party respondent, the Board has decided that the Chairman may execute a power of attorney in favour of Secretary and the Superintending Engineer of the System concerned.

3. The Power of Attorney executed by the Chairman is enclosed herewith, the receipt of which may be acknowledged.

P. Jeyasingn Peter,
Legal Adviser.

Encl :-
Name of the Officers given by Power of Attorney

1) Secretary, Tamil Nadu Electricity Board.
2) S.E., Madras Elecy. system, Distribution, South.
3) S.E., Madras Elecy. System, Distribution, North.
4) S.E., Chingleput Elecy. System, Kancheepuram.

5) S.E., Vellore Elecy. System, Vellore.
6) S.E., Thiruvannamalai Elecy. System. T.Malai.
7) S.E., South Arcot Elecy. System, Villupuram.
8) S.E., Thanjavur Elecy. System, Thanjavur.
9) S.E., Thiruchirapally Elecy. System, Thiruchirapally.
10) S.E., Mettur Elecy. System, Mettur Dam.
11) S.E., Madurai Elecy. System, Madurai.
12) S.E., Ramanathapuram Elecy. System, Madurai.
13) S.E., Tirunelveli Elecy. System, Thirunelveli.
14) S.E., Kanyakumari Elecy. System, Kanyakumari.
15) S.E., Udumalpet Elecy. System, Udumalpet.
16) S.E., Erode Elecy. System, Erode.
17) S.E., Dharmapuri Elecy. System, Dharmapuri.
18) S.E., Pykara Elecy. System, Coimbatore.
19) S.E., Pudukottai Elecy. System, Pudukottai.
20) S.E., Tuticorin Project Cell, Madras-2.
21) S.E., Transmission, Madras-2.
22) S.E., Madras Elecy.System (Generation), Basin Bridge Power House, Madras-12.
23) S.E., (Operation) Ennore Thermal Power Station,Madras-57.
24) S.E., (Generation) Kundah Bridge Post, Nilgiris.
25) S.E., Generation Circle, Erode.
26) S.E., Generation, Tirunelveli.
27) S.E., General Construction Circle North, Vellore.
28) S.E., General Construction Circle (Central) Thiruchirapally.
29) S.E., General Construction Circle (South).
30) S.E., Elecy. Tuticorin Thermal Power Project.
31) S.E., (Electrical Maintenance), Ennore Thermal Power Station, Madras-57.
32) S.E., (Electrical Maintenance), Tuticorin Thermal Power Project, Tuticorin.
33) S.E., (Mechanical), Ennore Thermal Power Station, Madras-57.
34) S.E., Materials Management, Madras-2.
35) S.E., Rural Electrification and Line Losses, Madras.
36) S.E., Protection and Communication, Madras-2.
37) S.E., Construction, Tuticorin Thermal Power Project, Tuticorin.
38) S.E., Project Civil/Thermal, Madras-2.
39) S.E., Project Circle /South, Madurai.
40) S.E., Civil-I and General, Kadamparai Pumped Storage Hydro Electric Scheme, Minparai Post.

41) S.E., Civil-II, Tuticorin Thermal Power Project, Tuticorin.

42) S.E., Mechanical and Operation and Maintenance, Tuticorin Thermal Power Project, Tuticorin.

43) S.E., Civil-III, TuticorinThermal Power Project, Tuticorin.

44) Project Co-ordinator, Tuticorin Thermal Power Project.

45) S.E., Lower Mettur Hydro Electric Project, Bhavani.

46) S.E., Civil II, Kadamparai Pumped Storage, Hydro Electric Scheme, Minparai post.

47) S.E., General Construction Circle, Madras.

48) S.E., General Construction Circle, Coimbatore.

49) S.E., (Electrical), 400 K.V. Lines, T.N.E.B., Madras 600 002.

Power of Attorney

Know all Men by These Presents that by this power of Attorney, the Tamil Nadu Electricity Board, a body corporate constituted under sec. 5 of the Electricity (Supply) Act, 1948 (Central Act LIV of 1948), having its office at No.800, Anna Salai, Madras 600 002 (hereinafter called the 'Board') hereby appoints as its attorney the Secretary, Tamil Nadu Electricity Board, Madras to do any of the acts or things hereinafter mentioned, that is to say:

1. to appear and act in all the Courts, Civil, Revenue, Labour or Criminal whether Original or Appellate side and in all Tribunals and to sign vakalath in such proceedings on behalf of the Board and the Chairman;

2. to sign and verify plaints, written statements, petitions, Memorandum of Appeals in such cases and to file them in such courts or Tribunals; and

3. to do any act that may be necessary for the above mentioned purpose;

And the Board hereby agrees that all acts, deeds and things lawfully done by its attorney, namely, the Secretary, Tamil Nadu Electricity Board, shall be construed as acts, deeds and things done by the Board and the Board hereby undertakes to ratify and confirm all and whatsoever that the Board's said attorney shall lawfully do or cause to be done for the Borad by virtue of the power hereby given.

In Witness Where of, I, K. Chockalingam, acting for and on behalf of the Tamil Nadu Electricity Board signed this deed on this 29th day of August 1979.

K. Chockalingam,
Chairman,
Tamil Nadu Electricity Board ,
157, Anna Road,
Madras 600 002.

In the presense of
Witnesses:

* * *

Circular No.72043/LC.2/95-1, (Secretariat Branch) dated.30.10.95.

Sub: **Vakalat** - Filing of Vakalat on behalf of the Chairman, TNEB - Signing of Vakalat - Regarding.

- - -

As per the proceedure the Plaintiff/Petitioner as well as the Defendent/Respondents in the Court cases whenever they engage an advocate, they should sign Vakalat appointing the advocate to appear or defend the court cases on behalf of them.

2. In most of the cases, the Chairman, being the Head of the Department, was impleaded as Respondent either himself only or together with other officials. In such cases the Chairman has to sign all the vakalats. In order to lessen the burden of signing the vakalat each and every time by the Chairman, he has executed power of Attorney to the Secretary, TNEB and the SEs of the circle offices to sign the vakalat on behalf of him. Now it has become routine feature that whenever the Chairman has been impleaded as Respondent/Defendent in Court cases, the field staff even without verifying whether the S.E. can sign the vakalat on behalf of Chairman, they approach the Legal Cell/TNEB for getting the signature of the Secretary in the vakalat on behalf of the Chairman by wasting time, energy and money. Hence the S.Es of the circles are requested to give, necessary instruction to the staff under their control, stating that only when the SEs and Chairman are impleaded as Respondent/Defendent in the Court cases they can approach the Legal Cell for obtaining the signature of the Secretary on behalf of the Chairman in the vakalat Form. But whenever either the Chairman or SEs alone are impleaded as Respondent/Defendents along with other officials, then the SE can sign the vakalat on behalf of the Chairman and for this purpose the SEs should obtain power of Attorney from the Chairman in a Stamp paper for a value of Rs.100/-.

3. Further, the staff are coming for obtaining signature of the Secretary in the Vakalat even without a covering letter and the papers received from the Court. For this also, the SE/CEmay be requested to issue necessary instructions to the staff under his control that in future only the Officers not below the rank of Executive Engineer/TNEB can address the Legal Adviser.

4. Receipt of this letter may be acknowledged.

Yours faithfully,
V.Surendra,
Legal Adviser (I/C.)

* * *

U.O.Note.No.32018-LC1/83-1 (Secretariat Branch) dated.23.4.83.

Sub: Preparation of parawar remarks against affidavits and plaints - Instructions - Issued.

The following instructions are issued for preparation of para-war remarks on affidavits and plaints filed before courts in cases against the Board, namely:-

1. A brief history of the case till the filing of the Writ Petition or Original Suit should be furnished.
2. The allegations in the affidavit/plaint of the petitioner should be dealt with para by para and sentence by sentence.
3. If an allegation made by the petitioner is correct that sentence must be repeated and the allegation affirmed. If the allegation is found not correct, a specific denial of the allegation should be made.
4. The para-war remarks should never say 'No remarks'.
5. Allegations of mala-fides must be specifically dealt with.
6. If any orders, circulars or memos are referred to in the para-war remarks, copies of those circulars etc. should be furnished along with the para-war remarks.
7. The para-war remarks should be typed in double line space on one side of the thick paper.

2. The para-war remarks should be furnished to the Board's Counsel as expeditiously as possible in order to enable him to prepare the counter affidavits/written statements. The draft of the counter/written statements thus prepared by Board's Counsel should be routed to the Legal Cell in all cases for scrutiny before filing in courts.

Sam Hendry Thomas,
Legal Adviser.

Chairman's Circular No.006042/R2 (1)/Administrative Branch/83-1 dated 16.1.84.

Sub: Labour - TNEB - Unions of employees - Filing of W.Ps. - Civil Suits, claims Petitions - Initiating Conciliation Proceedings - Instructions - Issued.

Individual employees or Unions/Associations may raise disputes or question the decision taken by authorities of the Board through Writ Petitions, Civil Suits, Claims Petitions, etc. before various judicial or quasi-judicial forums such as the High Court, District Courts, Labour Courts, Industrial Tribunals, Labour Department, etc. The disputes raised may relate either to an act of a subordinate officer done in his own discretion or done by him with reference to instructions issued by the Board. It may also happen that such disputes relate directly to the general instructions issued by the Board or policy followed by the Board.

2. In the following types of cases, the subordinate officers concerned shall bring the dispute to the notice of the Chairman by D.O.at the earliest possible opportunity along with draft para-war remarks on the plaint, affidavit or petition.

i) where the dispute relates to instructions issued by the Board in a particular case.

ii) where the dispute relates to general instructions issued by the Board or Policy followed by the Board.

iii) where the dispute even if it does not relate to the instructions issued by the Board or policy followed by the Board, may have repercussions beyond the circumstances of the particular case.

The counter-affidavits, written statements or counter statement if any to be filed in such disputes should be got prepared by the local Board's Counsel as usual and the same should be sent to the Legal Cell for scrutiny before filing the same in the respective Courts. This is absolutely necessary to ensure that the cases are properly defended.

B. Vijayaraghavan,
Chairman.

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Memo No.073010/(S5)/84-3, (Administrative Branch) dated 21.9.1984.

Sub: Court Cases - Institution/defending of appeals, suits etc., - Instructions issued.

It has come to the notice of the Board that in respect of a suit filed in a lower court claiming accident compensation of Rs.25,000/- the Superintending Engineer had defended the suit and had also gone in appeal to the District Court and to the High Court incurring an expenditure of Rs.7,809/- without prior knowledge and approval of Chief Engineer/Board.

2. In this connection the attention of the Superintending Engineer is invited to the orders issued in B.P.Ms.No.1938, dated 17.9.70, wherein the Superintending Engineers/Chief Engineers were delegated with the powers for institution/defending of suits, the monetary value of which does not exceed Rs.1,000/- and 10,000/- respectively.

3. Their attention is also invited to B.P.Ms.No.63 (Administrative Branch) dated 28.6.'84, wherein they have been delegated with the powers to incur legal fees and other expenses upto a limit of Rs.300/- (Rupees three hundred only).

4. The Superintending Engineer are also further informed that the procedure to be followed in respect of civil cases has been laid down in para 1(2) of the instructions issued in Board' Memo No.20841-LC/77-1, dated 17.5.'77 (Copy enclosed) and they are requested to adhere to the instructions strictly.

5. In respect of criminal cases, the diffences are cognizable in nature and the state is the prosecutor of such offences. The Bublic Prosecutor/Assistant Public Prosecutor appears on behalf of the State. A decision on the question of appeal is taken by the Police based on the feasibility report of Public Prosecutor/ Assistant public prosecutor, who conducted the case in lower court. However in respect of theft of energy cases, where the accused is acquitted or where the prosecution delays filing an appeal, the Legal Cell of the Board advises to file Criminal revision Petitions in the High court.

6. The Superintending Engineers are therefore informed that wherever filing of appeal becomes necessary in Civil/Criminal cases, based on the opinion of the Legal Adviser of the Board/Board's Counsel, who conducted the case in the lower court, they should obtain prior approval of Chief Engineer/Board as the case may be. However, in case where sufficient time is not available to file the appeal after getting prior approval of Chief Engineer/Board, then the Superintending Engineers may take a decision in the matter based on the Legal opinion and the proposals for ratification by Chief Engineer/Board as the case may be, may be sent immediately.

7. It is once again stressed that the orders issued is B.P.Ms.No.1938, dated, 17.9.'70 and B.P.Ms.No.63 (Administrative Branch) dated 28.6.'84 in regard to filing/defending of suits, appeals etc., and incurring of expenditure towards Legal fees and other charges should be strictly followed and any lapse:will be seriously viewed and persons concerned will be held responsible for the lapses.

8. Receipt of this memo. should be acknowledged.

B. Vijayaraghavan,
Chairman.

* * *

Circular Memo No.47472/O&M Cell/86-1 dated 21.7.86.

Sub: Court cases - Follow up action - Strict adhering of guidelines prescribed - Instructions issued.

Ref: Chairman's D.O.Lr.No.15754/LC2/83-1, dated 28.2.83.
BP.Ms.(Ch)No.5, dated.4.1.86.

- - -

It is necessary that all orders issued by the High Court or Supreme Court on W.Ps, W.M.Ps and W.Ps are made known to Chairman immediately, Officers in the Board Office are informed that immediate on receipt of any order of the High Court or Supreme Court it should be submitted to the Chairman for perusal at the Tapal Stage itself. Similarly, in the case of orders issued by the sub-ordinate courts also if the matter raised is very important, the orders should be brought to the notice of the Chairman at the tapal stage itself. If the Chairman is out of headquarters and immediate action is called for sub action should be taken on the orders and a xerox copy of the order submitted to Chairman for perusal on his return to headquarters.

B. Vijayaraghavan,
Chairman.

/True Copy/

Copy of:

Memo No.134218/2075/S5(2)/86-2 dated 23.3.87.

Sub: Appeal - Appeal against Judgement in C.C.No.29/83 on the file of the Sub - divisional Judicial Magistrate, Hosur - Delay in filing appeals - General instructions - Regarding.

Ref: 1. Deputy Secretary to Government, Public Work Dept. Lr.No.143390/V2/86-1 dated 16.9.86.
2. Deputy Secretary to Government, Public Works Department Lr.No.139959/V2/86-5 dated 24.12.86.

The Superintending Engineer/Dharmapuri Electricity System is informed that it has been brought to the notice of the Board by the Government that with reference to a proposal for filing an appeal against the judgement of Sub-divisional Judicial Magistrate Court, Hosur in C.R.No.29/83 acquitting the accused, in a Criminal case, the Public Prosecutor is the opinion that no appeal can be filed, as the High Court, Madras will not condone the delay. The Government have also pointed out that the Collector has stated, despite the lapse of 3 years, the prosecution side had not produced the witnesses and the trial magistrate has acquitted the accused on the ground that the prosecution has not proved the guilty beyond doubt.

2. The case was instituted by the Police based on the complainted lodged by the Board for unauthorised utilisation of energy for irrigation. If the Superintending Engineer had taken prompt and effextive action to produce the witnesses in the Court the case would not have been lost.

3. The Superintending Engineer/Dharmapuri Electricity System is therefore requested to pursue closely all the cases filed for unauthorised utilisation of energy, theft of energy etc. in various courts and no case should be lost on account of failure to produce witnesses. In case it is considered that the Judgement of the trial court can be questioned in an appeal the Superintending Engineer should take immediate action for filing the appeal and he should also ensure that the appeal is filed within the prescribed time.

D. Krishnamoorthy,
Chief Engineer (Personnel).

* * *

Copy of:

Circular Memo No.CE/Administrative Branch/C5-3/645/87-4, dated 22.10.87.

Sub: Estt.-Case filed before Labour Court - Depositing the awarded amount in the High Court in Appeal by the Board - Regarding.

Hitherto the Superintending Engineer concerned are requesting orders of this Branch for depositing the amount awarded by the Labour Courts for payment of Gratuity etc. while going for appeal by the Board in the High Court. Accordingly orders have been issued authorising the Superintending Engineer for making deposits in the High Court. In respect of cases where amounts have been deposited with certain authorities based on the directions of the High Court staying awards passed by Labour Courts, it does not seen necessary to move the full Board to ratify such deposits.

The Superintending Engineers are therefore requested to obtain the legal opinion from the Legal Cell as per the instructions already issued in B.P.Ms. (Ch) No.5, SB, dated 4.1.86, in respect of the cases

where amounts have to be deposited in the courts before preferring the appeal against the award and action taken by them for depositing the amount since they are the sanctioning authority for terminal benefits.

They are requested to acknowledge the receipt of this Memo.

(By Order of the Chairman)

P. Eswaramurthi,
Secretary.

/True Copy/

* * *

Copy of

Chairman Circular No.62743/O&M Cell/87-1 dated 25.10.87.

Sub: Courts - W.Ps. - Processing of cases - Reg.

Ref : B.P.Ms.(CH)No.5, Secretariat Branch, dated 4.1.86.

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In partial modification of the instructions issued in the above B.P., it is hereby ordered that in all cases of W.Ps or other proceeding in the High Court/Supreme Court in which any officer of the Board is impleaded as respondent, the case shall be remitted to the concerned officer in the Head Office of the Board who shall process the case in consultation with the Legal Cell. The counter in all such cases should be got approved by the Chairman irrespective of whether or not the Chairman is a respondent. All matters relating to such cases should be handled in the Head Office of the Board.

B. Vijayaraghavan,
Chairman.

/True Copy/

* * *

Memorandum No. 23169/O&M Cell/89-1 (Secretariat Branch) Dated 23.6.86.

Sub: Courts - Processing of cases - Approval of affidavits, Counter affidavits, Written statements etc - Revised Orders issued.

Ref : Circular No.62743/ O&M Cell/87-1 dated 25.10.87.

- - -

In supersession of the orders issued in the reference cited, it is hereby ordered that the draft affidavits, Counter affidavits or Written statements etc. to be filed on behalf of Tamil Nadu Electricity Board in all Courts, Tribunals and other authorities including the High Court and Supreme Court in respect of all cases (whether the Chairman is impleaded as a party to such cases or not) shall be approved by the officers as indicated in column (3) of the table below. Only such cases of importance where the authority

mentioned in column (3) of the Table below feels it necessary to circulate them to the higher authority for approval shall be sent to such higher authority mentioned in column (4) of the table below:

Sl. No.	Cases pertaining to	Authority competent to approve the affidavits or Counter affidavits or Written statement etc.	
		Normal Cases	Important cases
(1)	(2)	(3)	(4)
1.	Secretariat Branch	Secretary	Chairman
2.	Administrative Branch	Chief Engineer/ Personnel	Chairman
3.	Accounts Branch	Chief Financial Controller	Thro' Accounts Member to Chairman
4.	Audit Branch	Accounts Member	Chairman
5.	Technical Branch	Chief Engineer/ concerned & Member in the case of those under his direct control	Thro' Member concerned to Chairman
6.	Field Offices	Chief Engineer concerned	Thro' Member concerned to Chairman

(By Order of the Chairman)

K.N. Rathinavelu,
Secretary.

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Memo. No. 124778-OS/86-8 (Administrative Branch), dated 22.3.1989.

Sub: Courts - Writ Petitions - Processing of cases - Regarding.
Ref: Chairman's Circular Memo. No.62743/O&M Cell/87-1, dated 25.10.1987.

The attention of the Superintending Engineers, Distribution Circles, is invited to the reference cited. They are informed that since the proceedings relating to accident compensation are defended or contested, as the case may be, mainly on the ground that the amount awarded by the trial court of the amount claimed by the party in the petition is on the high side and that the accident was not due to Board's negligence, the question of exempting the proceedings in High Court relating to accident compensation, from the purview of the orders in the reference cited has been examined carefully in consultation with Legal Cell.

2. In as such as question of any substantial law or legal issues is not raised in the above types of proceedings requiring critical examination of the matter and approval of the counter by the Chairman, exemption is hereby granted to the proceedings relating to accident compensation from the purview of the orders issued in the reference cited. However in such cases the draft affidavits or counter to be filed in the High Court shall be referred to Legal Cell and its prior approval obtained before actually filing it and any

lapse in this regard will be viewed sericusly. The Superintending Engineers are informed that the affidavit or counter as approved by Legal Cell may be signed by any one of the officers, who have been impleaded as Respondents or who have proposed to file the appeal.

(By Order of the Chairman)

M. Chinnakkannu,
Chief Engineer (Personnel).

* * *

Copy of:

Memo No. 69394/O&M Cell (4)/89-4, (Secretariat Branch), dated 15.2.90.

Sub: Courts - Processing ; of cases - Approval of Affidavits, Counter Affidavits and Written statements etc. - Revised orders - Issued.
Ref: Memo No.23169/O&M Cell/89-1, dated 23.6.89.

The following amendments are issued to the reference cited:-

AMENDMENT

(i) For the existing second sentence commencing from 'only such cases' and ending with 'table below' the following shall be substituted:--

"Only cases which involve policy of the Board alone marked to the Chairman either by the Accounts Member or Member (Generation) or Member (Distribution) or Secretary or Chief Engineer (Personnel) shall be submitted to Chairman".

(ii) Column 4 of the statement shall be deleted.

(By Order of the Chairman)

K.N. Rathinavelu,
Secretary.

* * *

Circular Memo. No. 41552 - LC1/94-1, (Secretariat Branch), dated the 23rd June 1994.

Sub: Court cases - Follow up action - Need to take expeditious steps - Reiterated.
Ref: 1. Board's Circular Memo. No.30526 - LC1/84-1, dated 23.4.84.
2. B.P. Ms.(Ch) No.5, (Secretariat Branch), dated 4.1.86.

In the Board's Circular first cited, detailed instructions have been issued regarding the preparation of parawar remarks for filing affidavits, counter etc. As per paragraph 4 of the said Circular, the administrative sections concerned with the case will have to prepare parawar remarks meeting each and every allegations in the affidavit para by para and sentence by sentence and allegations of **mala fides** should be specifically dealt with. As per paragraph 5 of the said circular the parawar remarks should be furnished to the Board's Counsels **as expeditiously as possible in order to enable the Board's Counsels to prepare the counters, affidavits and written statements.**

2. In the B.P. Second cited, instructions were issued in regard to the follow up action to be taken in all court cases filed by or against the Board. These instructions are more or less reproducted in paragraph 12.15 of the Tamil Nadu Electricity Board Office Mannual 1991 edition. The following guide-lines as set out in the above Office Mannual are very important.

a) According to sub-para (1) of the said para 12.15 the sections concerned should bring to the notice of the head of the office promptly about the filing of such cases as well as any order, interim or final passed by the Courts;

b) Sub paragraph (2) (i) of the said para 12.15 relates to the separate Suit Registers which have to be maintained in the administrative sections of the Board.

c) According to sub paragraph (4) of the said paragraph 12.15 if any notice, summons, interim or final orders etc. are received by the officers in any office directing any superior officers of the Board to appear before the Court, Xerox copy of the same should be taken and sent to the officers concerned as well as to the counsels to the Board for initiating appropriate action.

d) As per paragraph (8) of the said para 12.15 **the Officer concerned shall personally follow up the Court cases filed by or against the Board at all stages with due consultation with the Legal Adviser to the Board** and see that cases are defended properly. As per the said sub paragraph the reference to the Legal Adviser should be made directly for seeking approval of the Counters, affidavits, written statements etc.

e) As per sub-paragraph (9) of the said paragraph 12.15 where any stay orders, injunctions have been granted by the Court the action taken to vacate such stay orders shall be furnished to the Chairman once in three months.

3. Inspite of the detailed instructions issued in the reference cited, it is seen that there is an inordinate delay in furnishing the parawar remarks to the Board's Counsels by the administrative sections of the Board's Offices. Whenever the cases are filed and notices of such cases are received in the administrative sections, the Board's Counsels will be able to be in touch with such cases only at the stage of filing the Vakalath in the Courts. Further it may be stated that the Board's Counsels will have to prepare and file the counters in time so that they may be avoid the situation of the Courts granting stay or injunctions or making it absolute. If the counters are not filed in time then there is every likelihood for the courts to grant the stay or interim injunction as asked for by the parties, presuming that there is a **prima facie** case for the petitioner. So neither the Board's Counsel nor the Legal Adviser can effectively monitor the court cases unless the counter affidavits or written statements are filed in time.

4. Recently, in O.O. No.1579 dated 3rd June 1994 it has been ordered that the Legal Section attached to Board's Standing Counsel functioning at High Court be placed under the Administrative control of the Legal Adviser with immediate effect. In paragraph 3 of the said order, it has also been ordered that the Legal Adviser is instructed to re-organise the Legal Section stationed in the High Court, if necessay so that prompt action is taken on all important and sensitive cases and officers concerned are alerted when such cases are taken up by the High Court etc. at short notice. In order to enable the Legal Adviser to take prompt action in all important and sensitive cases, the following guid-lines should be scrupulously adhered to by all Board's authorities.

a) Besides taking xerox copies of the notices, summons, etc. as instructed in paragraph 12.15 (4) of the Board Office Manual, one additional set of xerox copies of the notice, summons etc. alongwith the affidavits, plaints etc. enclosed with such notices, summons, counter affidavits and written statement etc. should be taken and sent to Legal Adviser well in advance before the due dates of hearing as set out in such court notices, summons etc.

b) In all sensitive and important cases, the parawar remarks should be prepared and furnished to the Board's Counsels well in advance before the due dates of hearing as mentioned in such court notices, summons etc. If necessary, the concerned officers may personally approach the Legal Adviser for preparing the parawar remarks well in advance before the due dates. In important cases such as vacation of stay in regard to import of coal, vacation of stay in Ennore Security Guards case, vacation of stay in W.M.P. No. 12701 of 1994 in regard to purchase of distribution transformers etc., the Counters were prepared by Legal Adviser himself and expeditious action had been taken for vacating such stay.

c) The Legal Sections attached to Board's Counsels should promptly bring to the notice of Legal Adviser or Assistant Legal Adviser or Legal Officer in the Legal Cell about the dates of hearing as mentioned in the cause lists of High Court in regard to important and sensitive cases.

The above instructions should be scrupulously followed by all Board's authorities.

(By Order of the Chairman)

S. Chockalingam,
Legal Adviser.

Copy of:

Delegation of Powers - Law charges - Payment of fees and incidental expenses by Superintending Engineers - Enhancement of Powers - Orders - Issued.

B.P. Ms. (FB) No. 63 (Administrative Branch) Dated: 28.6.1984.
Aani 14, Rakthatchi,
Thiruvalluvar Aandu 2015.

Read:

B.P. Ms. No.1938, dated 17.9.1970.

Proceedings:

In the B.P. read above, the Superintending Engineers have been empowered to sanction costs of suits upto Rs.150/- (Rupees one hundred and fifty only) inclusive of pleader's fees, court fees, stamps and other inevitable incidental expenses where costs are recoverable from the other party.

2. The Board's Standing Counsels and Government Pleaders who are attending to Board's cases at System level have expressed that inordinate delay is being caused for the payment of their fees for the work done by them on the file of different courts because the Superintending Engineers are empowered to sanction costs of suits only upto Rs.150/- inclusive of pleader's fees and other incidential expenses which are recoverable from the other party. Almost in all the cases, the fee and cost payable for each suit works out to more than Rs.150/- and therefore the Superintending Engineers could not sanction the fees to the counsels. In turn they have to forward each proposal to the Regional Chief Engineer concerned for sanction which results in delay in the payment of fees. As a matter of fact the Superintending Engineers could not sanction the fees even in a single case in furtherance of delegation granted in the B.P. dated 17.9.70. The delay in the settlement of fees to the Counsels causes discontentment among them who insist on quicker payment.

3. The matter has been carefully considered by the Board. It is felt that if the powers of the Superintending Engineers to sanction the fees and cost of the suit is enhanced they will be in a position to sanction such fee and cost and the delay in their settlement will be minimised. The Tamil Nadu Electricity Board hereby empowers the Superintending Engineers of System/Circles in modification of the orders in the B.P. cited to sanction fees upto a monetary limit to Rs.300/- (Rupees Three hundred only) to the Board's Standing Counsels/Government Pleaders besides actual expenses for filing or defending of suits/cases/ writs whether costs are recoverable from the other party or not.

4. The delegation of powers to sanction Pleader's fees by the Superintending Engineers will be applicable only in respect of regulation fees and in cases involved excess payment over and above regulation fee, the Board's orders should be obtained.

(By Order of the Board)

B. Vijayaraghavan,
Chairman.

Copy of:

Memo. No. 073010-S5/84-7, dated 20.12.1984.

Sub: Court cases - Institution/defending of appeals, suits, etc., - Instructions - Issued.
Ref: Administrative Branch Memo. No. 073010-S5/84-3, dt. 21/28.9.84.

The attention of the Superintending Engineers is invited to paras 2 and 3 of the reference cited. They are informed that the monetary limit for filing/defending of suits, appeals etc., fixed in B.P. Ms. No.1938, dated 17.9.1970 was subsequently enhanced from Rs.10,000/- to Rs.50,000/- in the case of Chief Engineers and from Rs.1,000/- to Rs.10,000/- in the case of Superintending Engineers vide B.P. Ms. No. 1297, dated 30.7.1979. A copy of B.P. Ms. No. 1297, dated 30.7.1979 is enclosed for ready reference.

2. The Superintending Engineers are also informed that the orders issued in B.P. Ms. (FB) No.63 (Administrative Branch), dated 28.6.1984 enhancing the powers of the Superintending Engineers to incur expenses towards payment of fees to the Advocates, Government Pleaders engaged by the Board from Rs.150/- to Rs.300/- is exclusive of actual expenses for filing/defending of suits.

Encl.:

B. Vijayaraghavan,
Chairman.

Copy of:

Delegation of powers - Powers to Chief Engineers and Superintending Engineers to file/defend suits - Enhancement of powers - Order - Issued.

B.P. Ms. No. 1297, Dated 30.7.1979,

Read:

B.P. Ms. No. 1938, dated 19.7.1970.

B.P. Ms. No. 114, dated 22.1.1979.

From Chief Engineer (General) Lr. No.994-C3/71-51, dt. 17.4.1979.

Proceedings:

The Tamil Nadu Electricity Board directs that the monetary limit of the Chief Engineers and Superintending Engineers to file/defend suits fixed in Board Proceedings Ms. No. 1938, dt. 19.7.70 be enhanced as follows:

1. Chief Engineers	From Rs.10,000/- to Rs.50,000/- (Rupees Fifty thousand only)
2. Superintending Engineers	From Rs.1,000/- to Rs.10,000/- (Rupees ten thousand only)

(By Order of the Board)

T.K.A. Dewan Mohamed,
Secretary.

Copy of:

Memo. No. 143058-S5/86-7, (Administrative Branch), dated 24.11.1987.

Sub: Suits - Filing of Civil Suits - Payment of advance fees and expenses - Instructions - Issued.

In connection with filing of civil suits for recovery of cost of damages to Board's properties etc. and for filing of appeals in the High Court against the judgement and decree of lower courts awarding compensation etc. the Government Pleaders and the Board's Counsels are claiming expenses and advance legal fees based on the value of the suit to be instituted/defended.

2. As per existing orders Government Pleaders may be paid 1/4th of the schedule fees and the Board's Counsels may be paid 1/3rd fees in advance after obtaining the sanction of competent authority. Regarding expenses the Superintending Engineers have been delegated with the powers in B.P. Ms. (FB) No.63 (Administrative Branch), dated 28.6.84 to incur the expenditure towards filing expenses.

3. Where the value of the suit is heavy, the Government Pleaders and Board's Counsels are claiming huge amount towards advance fees and filing expenses. In such cases, it is considered that before sanctioning the advance fees and expenses as claimed by the Government Pleaders and Board's Counsels, the veracity of the claim is checked so that excess payment may be avoided.

4. The Superintending Engineers are therefore informed that in respect of cases where payment of heavy amount is involved towards filing expenses and advance legal fees to the Government Pleaders/ Board's Counsels, they should refer the matter to the Legal Adviser with a copy of plaint, demand for fees and expenses from the Board's Advocate etc.

5. The instructions issued herein may be brought to the notice of all the subordinate officers upto the level of Junior Engineers II Grade.

6. Receipt of this Memo. shall be acknowledged.

(By Order of the Chairman)

D. Krishnamoorthy,
Chief Engineer (Personnel).

Copy of:

Memo. No. 116708 - S5/87-2, (Administrative Branch), dated 17.12.1987.

Sub: Suits - Fees for filing Caveat petitions and for filing petitions in Motor Accidents Claims Tribunal - Regarding.
Ref: Regional Chief Engineer (Distribution), Trichy Lr. No. Accounts/ 30788/87, dt. 25.8.87.

The Regional Chief Engineer (Distribution), Trichy has reported that in large No. of theft of energy cases it has become necessary to file Caveat petition in order to prevent the consumers from obtaining the orders of stay of various courts against the levy of current consumption charges proposed to be demanded from the consumers. The Regional Chief Engineer (Distribution), Trichy has also stated that the petitions

have to be filed in Motor Accidents Claims Tribunals for realising the amounts deposited with the Tribunal due to the Board on account of damages caused to Board's properties. He has stated that payment of fees for filing these petitions to the Advocates are not covered by L.P.F.R. 1973 or by any orders issued by the Board and requested for issue of orders of Board regarding the fees payabale in these cases.

2. The matter was examined carefully in consultation with Legal Cell. There are no specific rule or provision in the Standing Order for payment of fees for filing Caveat petition under Section 148A of the C.P.C. In case of petition to be filed in Motor Accidents Claims Tribunal, under the S.Os issued in G.O. Ms. No. 4054 (Home), dt. 18.11.61, the fees payable would be in accordance with the volume of work done and the time taken for the disposal of such cases, subject to a maximum of Rs.65/- and a minimum of Rs.35/- for the whole case.

3. However, the Board hereby permits the payment of a sum of Rs.50/- (Rupees Fifty only) towards fees for filing caveat petitions and Rs.100/- (Rupees One hundred only) for filing petition before the Motor Accidents Claims Tribunal.

(By Order of the Chairman)

D. Krishnamoorthy,
Chief Engineer (Personnel).

Copy of:

Circular Memo. (Per.) No. 48897 - LC2/88-1, (Secretariat Branch), dated 10.8.88.

Sub: Electricity - Payment of fees and incidential charges - Avoidence of unnecessary references to the Chairman in cases where the Chief Engineers/Superintending Engineers have got sufficient powers - Certain Instructions.

Ref: 1. B.P. Ms. No.49, (Secretariat Branch), dt. 14.8.79.

2. B.P. Ms. (FB) No. 63, (Administrative Branch), dt. 28.6.84.

The Chief Engineers are empowered to sanction legal fees and incidental charges upto a monetary limit of Rs.1,000/- (Rupees One thousand only) as ordered in the Board's Proceedings first cited, where costs are not recoverable from other parties in respect of W.M.Ps., C.M.Ps. arising out of writ petitions and other cases. Similarly in the Board's Proceedings second cited, the Superintending Engineers are empowered to sanction legal fees upto a monetary limit of Rs.300/- (Rupees three hundred only) to Board's Standing Counsels/Government Pleaders, besides actual expenses for filing or defending of suits/cases/writs whether costs are recoverable from the other party or not.

2. Inspite of the orders above, proposals for the sanction of legal fees, which fall within the powers of the Chief Engineer/Superintending Engineer are being un necessarily referred to the Chairman for approval. The Board therefore directs that the Chief Engineers/Superintending Engineers should themselves exercise their powers in the matter of sanction of legal fees delegated to them in the Board's proceedings cited and that they should submit such proposals for approval of the Chairman only where the claims exceed the powers of Chief Engineer/Superintending Engineer.

3. The receipt of this memo. should be acknowledged.

P. Easwaramurthi,
Secretary.

PAYMENT OF AMOUNT TO DECREE HOLDERS:

COPY OF:

Memo. No. 94485 - S5/84-5, (Administrative Branch), dt. 23.5.85.

Sub: Court cases - Payment of amount due to decree holders - Avoidance of delay - Instructions issued - Regarding.

It has come to the notice of the Board that in respect of a judgement, in an accident compensation case, delivered on 20.7.84, the Superintending Engineer has sent a proposal, after obtaining Legal Cell opinion in regard to preferring an appeal or otherwise, to the Regional Chief Engineer (Distribution) for obtaining Board's approval for sanctioning compensation and other charges as awarded by the Court, on 24.11.84. Orders of Board sanctioning compensation etc. were issued on 22.1.85, on receipt of proposal from the Regional Chief Engineer (Distribution). In the meanwhile the decree holders have filed execution petition in the Court for recovery of the amount as awarded by the Court, from the Tamil Nadu Electricity Board. This has caused avoidable inconvenience and embarrassment to Board besides incurring further expenditure towards payment of cost of execution petition filed by the decree holders.

In this connection the Superintending Engineers are informed that whenever question of payment of money, as per orders of court, to the parties is involved they should obtain legal opinion regarding filing of appeal or otherwise from the Legal Adviser witnin a fortnight from the date of receipt of the judgement and decree and if the legal opinion is not in favour of filing an appeal they should seek sanction for the relief awarded, expeditiously, so that filing of execution petition by the decree holders may be avoided.

(By Order of the Chairman)

C.K. Raghunath,
Chief Engineer/Personnel.

COPY OF:

D.O. Lr. No. 15754 - LC2/83-2, dated the 11th March 1983, from Thiru B. Vijayaraghavan, I.A.S., Chairman, Tamil Nadu Electricity Board.

Sub: Proceedings in Courts - Stay Orders.

Ref: My D.O. Lr. No. 15754 - LC2/83-1, dt. 28.2.83.

Please send immediately in the proforma enclosed a list of cases where stay orders have been passed by the Courts (Supreme Court/High Court/Subordinate Courts.)

2. This statement should be updated every fortnight and report sent to me so as to reach me on the 3rd and 18th of every month.

(True Copy)

ANNEXURE

Statement showing the details of cases pending in respect of ..... System/Circle where stay orders have been by Supreme Court/High Court/Subordinate Courts.

Sl.No.	Name & details of the petitioner	Brief details of the case	Name of the court which has passed the Stay order.	Brief details of the Stay order.	date of Stay order	Action taken for vacation of stay	Present stage.
1.	2.	3.	4.	5.	6.	7.	8.

Chairman's D.O.Lr.No.17771-LC4/84-1 dated 22nd March 1984.

Sub: Proceedings in courts stay orders/injunctions issued by various courts against the Board - Monthly returns instead of Fortnightly returns - Called for

Ref: My D.O.Lr.No.15754-LC2/83-2, dated 11-3-83.

In the D.O.letter cited wherein you had been requested to furnish a fortnightly return of cases where stay orders/injunctions had been granted by Courts and the action taken by you to vacate such stay orders. It has not been decided that the return may be converted into a monthly return. Accordingly, the list of cases where stay has been granted by courts may be updated once in a month and the return relating to a month may be sent to me so as to reach me by the 5th of the succeeding month.

2. The conversion of the fortnightly return into a monthly once does not in any way diminish the importance of the return and your action to vacate the stay orders should on no account be slackened on this score. I would like to impress upon you that no stone should be left unturned to get the vacation of the stay orders.

B. Vijayaraghavan,
Chairman.

Copy of:

Memo (Per) No.71404/O&M Cell/86-1, (Secretariat Branch), dated.27.10.86.

Sub: Court Cases - Monthly return of stay orders/injunctions - Modified as quarterly returns - Orders - Issued.

Ref: B.P.Ms. (Ch). No.5, (Secretariat Branch), dated 4.1.86.

In Partial modification of the orders issued in para (H) of the B.P. cited, the returns of cases where stay orders/injunctions had been granted by the courts, the action taken to vacate such stay orders shall be furnished quarterly to the Chairman. The return for the 1st,2nd,3rd, and 4th quarter of a year should reach the Chairman on 5th of April, July, October, and January respectively.

2. The return for the quarter October-December, 1986 should reach the Chairman on or before 5.1.87.

(By Order of the Chairman)

C. Arunachalam,
Secretary.

/True copy/

Copy of:

Circular Memo No. 155714-B1-1/Adm.Br./86-1 dated 17.11.86.

Sub: Court cases - Follow up action - Strict adhering of guidelines prescribed - Instructions - Issued.

Ref: Chairman Circular Memo No.47472/O&M/86-1 dated 21.7.86.

- - -

A case has been noticed by the undersigned wherein a court summon received on 11.11.86 in the Board Office, Administrative Branch was sent to Tapal Section again and the current was received in the section concerned, finally on 13.11.86. This practice of delaying tossing the current is viewed seriously in all matters, especially in court issues.

The attention of all Personnel Officer/Personal Assistants of Board Office Administrative Branch is invited in this connection to the circular memo referred to above. It is hereby instructed that any order issued by the High Court or other Subordinate Courts, if the matter raised therein is important in nature, the section dealing with court matters, shall bring it to the notice of the under signed in the tapal stage itself. It is further ordered that no court paper received from other offices should be sent to Tapal Section in future, but the paper should be handed over on the receipt stage itself to the officer/section dealing with the issue on proper acknowledgement. The section dealing will then obtain current number on them in person. If any violation from the above instructions is noticed in future, the matter will be viewed very seriously and disciplinary proceedings initiated against the erring staff

A. Kuppusamy
Chief Engineer (Personnel).

* * *

Memo No 10108 /O&M Cell/87-1, (Secretariat Branch) dated 24.2.87.

Sub: Court cases - Monthly return of cases pending in the courts - Modification into quarterly return orders - Issued.

Ref: B.P.Ms. (Ch) No.5, (Secretariat Branch) dt.4.1.86.

- - -

In partial modification of the orders issued in para A (iv) of the Board's Proceedings cited, the returns of cases pending in the courts shall be furnished quarterly to the Chairman. The return for the 1st, 2nd, 3rd and 4th quarter of a year should reach the Chairman on 10th April, July, October and January respectively.

2. The return for the quarter January - March, 1987 should reach the Chairman on or before 10.4.87.

(By Order of the Chairman)

C. Arunachalam,
Secretary.

/True Copy/

Copy of:

Memorandum No.83350 - O&M Cell (4) /90 - 1 (Secretariat Branch) dated 11.12.90.

Sub: Court Cases - Follow up action - Furnishing of Returns - Modification - Orders - Issued.

Ref: 1. B.P.Ms. (Chairman) No.5 (SB) dated 4.1.86.
2. Board's Memo.(Per) No.71409/O&M Cell/86-1 dated 27.10.86.
3. Board's Memo.No.10108/O&M Cell/87-1 dated 24.2.87.
4. Board's Memo No.25097/O&M Cell (4) /90-1 dated 7.4.90.
5. Board's Lr.No.30045-LC4/90-3 dated 16.10.90.

In the reference fourth cited, orders were issued streamlining the procedure to be adopted in submission of returns relating to court cases as indicated in Annexure-I to IV therein. In the reference fifth cited, it was suggested by Legal Cell to furnish the result of each case whether judgement was delivered in favour of the Board or against the Board. Besides, it is now felt that it is necessary to indicate the actual amount involved in each suit/case as well as the fees paid/payable to the Board's Counsel/Government Pleaders in the finally contested/disposed cases.

2. Therefore Annexure-IV to the Memo.No.25097/O&M Cell (4) /90-1 dated 7.4.90 is modified to that effect. The modified form of Annexure-IV is appended herewith. All Chief Engineers/Superintending Engineers are informed that in future returns relating to Court cases should be furnished as per the revised form of Annexre IV appended to this memorandum. In regard to the details of cases finally argued and judgement delivered it should be indicated in column (3) whether the case relates to theft of energy, unauthorised load or belated payment surcharge etc., as the case may be and not the case number.

3. Receipt of this Memorandum may be acknowledged..

K.N. Rathinavelu,
Secretary.

Copy of:

Circular Memo No.2014-Legal Cell (4) /91-1 (Secretariat Branch) dated 29.1.91.

Sub: Court cases - Follow up action - Furnishing of returns - Defending of Board's cases - Instructions - Issued.

Ref: 1. Memo No.25097/O&M Cell (4) /90-1 dated 7.4.90
2. Memo No.83350/O&M Cell (4)/90-1 dated 11.12.90.

During the review of the subjects relating to Court matters on 31.12.90, the Chairman has stated that it will be the responsibility of the Officers concerned to ensure that the Court cases are faught effectively with the assistance of the Legal Cell. He wanted that month-wise review of the various cases indicating the number of cases won or lost by the Board and the reasons for the failure in courts be furnished. Attenting in this connection is invited to the references cited wherein guidelines have been issued for furnishing the list of cases that have been actually disposed and judgement rendered, whether won or lost, name of the Board's Counsel/Government Pleader who defended the case the amount involved in the suit case resulting in gain or loss to the Board may be furnished along with the details reasons/for the failure in Courts. The return may be furnished as indicated in Annexure IV as required in the modified format as appended to memo. second cited. The particulars required in Annexune II may be sent once in 6 months to reach the Legal Cell before 5th January and 5th July every year.

K.N. Rathinavelu,
Secretary.

Copy of:

Letter (Ms) No.5, dated 4.1.1994 from the Secretary to Government of Tamil Nadu, Personnel and Administrative Reforms (Per-A) Department, Secretariat, Madras - 600 009 to the Secretary, Tamil Nadu Electricity Board, Madras - 600 002.

Sub: Office - Procedure - Cases filed in Courts and Tribunals - Directions to respondent Government officers - Bringing to the notice of Officers - instructions issued.

* * *

Instances have come to notice, in which directions of Courts and Tribunals to specific officials to perform specific duties like passing of orders within a stipulated time are not brought to the notice of the officers to whom (whether by designation or name) the orders are addressed. Instead, the cases are handled at the lower levels and the Officers who may later have to appear before the Court to answer contempt petitions,etc., are in the dark about the import and the urgency of the matter at the relevant time. Had the subordinate officers brought the directions of the court to the notice of the respondent officer, he would have ensured the implementation of the orders of the Court/Tribunal without any delay and avoided facing contempt proceedings before the Court/Tribunal and if that was not possible, obtained extension of time from the Court/ Tribunal.

2. In order to avoid such a situation, the following procedures should be adopted whenever an order including interim order or direction of a Court/Tribunal is received in the office concerned:-

(i) All orders including interim orders of Court/Tribunals, etc., in which the respondent officers are directed to perform specific duties (whether within specific time or not) should immediately be submitted to the respondent officers concerned who have been impleaded by name or designation in the case;

(ii) If it is considered necessary to file an appeal against the order of the Court/Tribunal, immediate action should be taken to file the appeal with a petition for grant of stay within the time limit prescribed for filing of such appeal or before the time limit stipulated in the order for performance, whichever is earlier.

However, it may be noted that if the Court's/Tribunal's order is based on a compromise or on the basis of a commitment given by the respondent officer. there would be no scope for appeal by the respondent.

(iii) If there are any specific directions to the respondent officer to implement the Court's/Tribunal's directions within a stipulated time and if there is no case for filing an appeal, the respondent officer has to personally ensure that the orders of the Court/Tribunal are duly implemented within the stipulated time.

While interpreting time limits, distinction between weeks and months should be clearly noted. For example, '4 weeks' can not be interpreted to mean 'one month', but only as 28 days.

Also, the distinction between date of order and date of receipt of order should be clearly noted. Some orders will have to be implemented with reference to the date of passing of the order and others with reference to the date of receipt (which means the earliest date on which a copy of the order was received, irrespective of the source). The wording used in the order in this regard will have to be carefully noted. As the Counsel for the respondent would have been present as his representative while the Court/Tribunal passed the order, the respondent can not plead ignorance even if the time limit is fixed with reference to the date of the order.

In cases where no time limit is prescribed, only the minimum time required to satisfy administrative procedure should be taken, as nureasonable delay can also be exploited by affected parties to file contempt applications.

(iv) If it is anticipated that the order could not be implemented within the stipulated time limit due to the fact that there are specific procedures to be followed like issue of notices, etc., requiring extra time over what is stipulated in the order, an application should be filed in the Court/Tribunal before the expiry of the

time limit originally allowed and extension of time should be obtained from the Court/Tribunal. However, no extension of time would be warranted merely to cover routine delays.

(v) The respondent officers should personally ensure taking of appropriate action on orders of Courts/ Tribunals and avoid any scope for contempt of Court.

(vi) All dealing hands and officers at all levels should deal with orders of Courts/Tribunals with promptness and expedition so that the time limits are not violated at any cost.

3. I am to request you to issue suitable instructions to all your subordinates in the above matter.

4. Necessary amendments to the Secretariat Office Manual/Tamil Nadu Government Office Manual in the regard will be issued separately.

5. The receipt of this letter may be acknowledged.

/True Copy/

Endorsement No. 4066/O&M Cell - II (3)/94-1, (Secretariat Branch), dt. 18.3.1994.

Copy communicated for information and strict adherence.

M. Subramanian,
Secretary.

* * *

Circular Memo. No. 21570/LC2/96-1, (Secretariat Branch), dated 25.4.96.

Sub: Court cases - Delay in seeking opinion for preferring Appeal - Avoidance of - Instruction - Issued.

It is noticed that on several occassions the officers of the Board have referred the Court cases to the Legal Cell seeking opinion for filing of appeal against the judgement and decree passed in the lower courts after the limitation period is over and in certain cases even after a lapse of more than a year. Further such requests are made without the opinion of Board's Standing Counsel, Government Pleaders or Advocate who had dealt the case in the Court.

In this connection it is worthwhile to inform the officers of the Board that the Appellate Court will not generally admit the Appeal if it was filed after the expiry of the limitation period is over. Hon'ble Judges have refused to condone the delay of even a single day unless it is substantiated by convincing reasons for the delay in filing for each day.

Hence, Chief Engineers/Superintending Engineers are requested to issue necessary instructions to the field staff to closely watch the Court cases and obtain jundgement copy on the day when it is ready for despatch and refer the same to the Legal Cell along with the opinion of the Advocate immediately for opinion from the Legal Cell.

L. Jayasankaran,
Legal Adviser.

* * *

D.O. Letter No. 46701/Special Cell/96-1, (Secretariat Branch), dated 19.7.1996.

Sub: Contempt of Court Applications - Avoidance of - Instructions Issued.
Ref: 1. Letter No. 03298/LA/LC/96-1, dated 12.1.96.
2. Letter No. 03717/LC1/96-1, dt. 19.1.96.
3. Letter No. 5553/LC1/96-1, dt. 31.1.96.
4. Letter No. 13121/LC2/96-2, dt. 6.3.96.
5. Letter No. 21570/LC2/96-1, dt. 25.4.96.
6. Circular No. 26698/LA/96, dt. 3.5.96.

Please refer to my letters and circular cited.

2. Inspite of such clear guide lines, it is noticed that of late a number of contempt applications are being filed in the High Court and other Courts. It is mainly due to non-implementation of Court Orders. It may

be noted that if it is felt that an appeal has to be filed against the orders of the Court it has to be done immediately before the time stipulated in the orders of the Court and stay obtained. Failing which "Court Orders" will have to be scrupulously implemented withyin time. Otherwise, it will result in contempt of Court. This necessitates the compulsory presence of top officials of the Board before the High Court and other Courts. The Chairman views it with displeasure.

3. To avoid this sort of things, all the Chief Engineers and Superintending Engineers are requested to monitor **daily the** situation, both in their offices and in their sub-ordinates offices. They should immediately prescribe a register to note down, "immediately on receipt of the Court order" and watch their due compliance in time.

4. This equally applies to interim orders as well as final orders.

5. Chairman expects that there shall not be even a single case of contempt of Court applications. Personal responsibility will have to be fixed on the offices concerned in regard to any failure.

6. It is proposed to monitor this at Board level also. In this regard, you are requested to immediately collect particulars regarding pending cases in which the Courts have passed orders and the orders are yet to be implemented and forward them to the Chairman, Special Cell, functioning in Legal Cell of Electricity Board on or before 31.7.96. I request all the Chief Engineers and Superintending Engineers to furnish a certificate every Monday that no case is pending with them, without complying with the orders of the Court within the time stipulated.

7. This letter may please be immediately acknowledged and the required particulars may please be sent before 31.7.96.

L. Jayasankaran.
Legal Adviser.

* * *

Letter No. 48594/LC2/96-1, (Secretariat Branch), dated 27.7.96.

Sub: T.N.E.B. - Reference to Legal Cell - Instructions - Regarding.
Ref: Circular Memo. No.66111/LC2/84-1, dt. 7.10.84

Instructions were issued in Circular Memo. No. 66111/LC2/84-1, dated 7.10.84 by the Chairman, Tamil Nadu Electricity Board directing that the subordinate offices should address their references only to the concerned branch of the Board namely Secretariat Branch, Administrative Branch, Technical Branch, Account Branch or Audit Branch as the case may be. It was also clearly mentioned therein that the sub-ordinate offices should not directly address any reference to the Legal Cell;nor the Legal Cell will furnish its opinion directly to the subordinate offices. Inspite of the said Circular, of late, it is noticed that some of the subordinate offices are directly addressing the Legal Cell for opinion etc. Such direct references are against the above Circular. They cannot be attended to by the Legal Cell. It is therefore once again reiterated that all the subordinate offices must strictly follow the instructions issued by the Chairman.

2. Further any direct correspondence with the Legal Cell on the issues referred to in sub paragraph 2 of the Circular shall be done only by the officer not below the rank of Executive Engineer as stated in the said Circular.

3. All the Chief Engineers/Superintending Engineers are requested to note the Circular and instruct their subordinate officers for strict compliance of the Circular.

4. A copy of the Circular is enclosed for ready reference.

L. Jayasankaran.
Legal Adviser.

Copy of:

Circular Memo. No.66111-LC2/84-1, dt. 7.10.1984.

Sub: Tamil Nadu Electricity Board - Reference to Legal Cell - Revised Instructions - Issued.

Ref: 1. B.P. Ms. No.157, dated 10.2.1977.
2. Circular Memo. No. 30526-LC1/84-1, dt. 23.4.1984.

On the formation of the Legal Cell in the Tamil Nadu Electricity Board in the year 1977, instructions were issued in the B.P. first cited regarding the mode of communication with the Legal Cell and the manner in which the opinion of the Legal Cell should be obtained. The above instructions were amplified and re-issued in the Circular second cited. According to the above instructions, all the officers of the Board not below the rank of Divisional Engineer/Executive Engineer were authorised to enter into correspondence directly with the Legal Cell to obtain its opinion on any legal issue. This has resulted in certain complications. The following revised instructions are, therefore, issued in the matter in cancellation of the earlier instructions;

2. The subordinate offices should address their references only to the concerned branch of the Board viz. Secretariat Branch, Administrative Branch, Technical Branch, Accounts Branch or Audit Branch as the case may be. It is for the branch concerned to examine the issue with reference to the rules and regulations and the previous papers, if any, and if there is any point on which the advice of the Legal is required, the branch should obtain the orders of the officer incharge and then refer the matter to the Legal Cell. The Legal Cell will furnish its opinion to the branch concerned for further action and the branch will communicate the instructions to the subordinate office concerned. In other words, the subordinate officers should not directly address any reference to the Legal Cell; nor will the Legal Cell directly give any clarification or opinion to the subordinate offices.

The above instructions will not apply to the following cases and in those cases directly correspondence can be had with the Legal Cell.

(i) References seeking approval of counter-affidavits, written statements etc. to be filed in the Courts etc.
(ii) References seeking orders for filing of appeals etc. against the orders of lower Courts.
(iii) References seeking permission to engage advocates on behalf of the Board.

B. Vijayaraghavan,
Chairman.

Letter No.53180/L.C.1./96-1 (Secretariat Branch) dated 8.8.96

Sub: Central Excise - Excise cases of the Board - Appearance before the Excise authorities - Payment of fees to Counsels - Further orders issued.

Ref: 1. Lr.No.31757/LC1/92-1 dated 21.5.92.
2. Lr.No.84413/LC1/95-1 dated 20.12.95.

In the reference first cited, orders were issued prescribing the quantum of fee payable to the Board's Counsels who enter appearance before various authorities under the Central Excise and Salt Act, 1944 on behalf of the Board.

2. It has been noticed that in many cases the appeals filed by the Board are tried together by the appellate authorities under the said Act, and disposed of by a common order as the nature of claim of refund of excise duty is similar in almost all cases.

3. As such, some of the superintending Engineers have sought clarification whether the Board's counsel may be allowed the fee as prescribed in the reference first cited even in cases where number of appeals are tried together and common order has been passed by the Excise authorities.

4. After careful examination, it is hereby orderd that in partial modification of the orders issued in the reference cited, in cases where batch of appeals are tried together and common order has been passed by the authorities, the Board's Counsel shall be allowed only a single fee, treating all the batch appeals as one case.

5. In all Excise Duty cases filing is done by Board's officials before the authorities. Therefore the Board's counsel is not entitled for any filing expenses in such cases.

L. Jayasankaran,
Legal Adviser.

* * *

Memo.No.08859/IEMC/D1/AEE/C.3183/D. 1086/96 (Technical Branch) dated 1.10.96.

Sub: Electricity - Violations of Terms and conditions of Supply of Electricity - Theft of energy - Delay in follow up of cases in courts - Avoidance of delay - Instructions - Issued.

It is noticed that some field Officers request Legal Adviser's opinion very belatedly for appeal against the Judgements delivered by courts against levy of compensation charges/penal charges consequent to violation of Terms and Conditions of Supply/Theft of energy. In certain instances, the delay is more than two years resulting in exceeding the limitation period for filing appeal in higher courts.

As a result of such inordinate delays, the efforts taken by Antt Power Theft Squad during its inspections and others' during mass raid, surprise inspection etc., and in failure. Eventually Board has to forego collection of compensation/penal charges also.

In view of the above, the field Officers may be instructed to take prompt action to obtain judgement copies, legal opinion etc., and also file appeal, if fit, in time.

The receipt of the memo may be acknowledged to the Superintending Engineer/Industrial Energy Management Cell.

A. Chinthamani,
Member (Distribution).

* * *

Circular Memo No. 70164/L.C.2./96-1 (Secretariat Branch) dated 22.10.96.

Sub: Engagement of Private Counsel for important cases - Instructions - Issued.

Ref : 1. Memo.No.41222/CTS IV/74-1 Home Dept.dt.17.4.74 addressed to all Collectors.
2. Board's Memo No.53106/LC2/77-1 dated.28.11.77.
3. B.P.Ms.(Ch)No.5 (Secretariat Branch) dated 4.1.86.

In the Government Memo first cited Government have requested all the Collectors to issue necessary instructions to the Government Pleaders to enter appearance and defend the cases on behalf of the

Tamil Nadu Electricity Board. In the reference second cited the Board had directed all the Superintending Engineers to engage reputed Private Counsels to enter appearance on behalf of the Board in all civil cases where the issues are of complicated nature and where the Superintending Engineer is of the opinion that the Government Pleader may not bestow as much attention as required. In the Board's Proceedings third cited it was also further instructed that in cases where Board's interests are affected, and if the officer concerned considers that the assistance of the Senior Advocate is necessary he shall immediately write to the Chairman officially giving the name and details of the Advocate who is to be engaged as well as the importance of the case for such engagement. It was also instructed that in such cases the fee payable should be decided in advance. (-see B.P.Ms.(Ch)No.5 (SB) dated 4.1.86-at pp.4-5 January 1986 TNEB Gazette).

Of late, it has come to the notice of the Legal Cell that inspite of these instructions, the officers simply engage Government Pleaders even in sensitive cases, where the interests of the Board are adversely affected and hence cases end against the Board.

Hence, all the Chief Engineers/Superintending Engineers are requested to follow the instructions issued in the references cited and to follow them strictly in future. They are requested to engage private lawyers when absolute necessary and in most important cases in order to expedite the realisation of revenue arrears from the consumers.

Receipt of the Circular may be acknowledged.

L.Jayasankaran,
Legal Adviser.

Copy of :

Memorandum No.53106/LC2/77-1, dated. 28.11.1977.

Sub: Engagement of private counsel for important cases - Instructions - Issued.

Ref : Board's Memo No.36414-LC2/77-1, dated 19.9.1977.

Attention of all the Superintending Engineers is invited to the Board's memo cited wherein the Superintending Engineers were authorised to engage reputed private counsels to appear on behalf of the Board in all Civil cases relating to theft of energy where the Superintending Engineers are of opinion that the issues are of a complicated nature and the Government Pleader is not able to bestow as much attention as he should. Several Superintending Engineers have represented that the interests of the Board will be better served, if private counsels are engaged to enter appearance on behalf of the Board in important civil cases.

2. After careful consideration, the Board hereby directs that the Superintending Engineers may engage reputed private counsels to enter appearance on behalf of the Board in all civil cases where the issues are of complicated nature and where the Superintending Engineers are of the opinion that the Government Pleader may not bestow as much attention as he should. In such cases, the Superintending Engineers may record the reasons for engaging the private counsels and the fees payable to the private counsels should be settled in advance with the approval of the Board.

P. Jayasinghpeter,
Legal Adviser.

B.B. - 9 (Oct.'96)

Copy of :

Memorandum No.41222/CTS.IV/74-1, Home Department, dated 17.4.1974 addressed to All Collectors.

Sub: Law Officers - Tamil Nadu Electricity Board - Defence of cases by Government Pleaders - Necessary instruction - Issued.

Ref : Correspondence resting with

i) Kanyakumari District Collector's letter No B1/22997/73, dated 23.9.1973 addressed to the Superintending Engineer, Tirunelveli Electricity System.

ii) Superintending Engineer's letter No.APSI/BP.4/OS/378/72 dated October1973 to the Chief Engineer Distribution.

iii) Tamil Nadu Electricity Board Secretary's letter No.81619/J2/73-1, dated 26.12.1973 addressed to Public Works Department Secretary.

iv) Board of Revenue (L.R.) L.Dis.Q.3807/73-1, dated 30.8.1973 addressed to Public Works Department.

All Collectors are requested to issue necessary instructions to the Government Pleaders to enter appearance and defend the cases on behalf of the Tamil Nadu Electricity Board. The payment of fees etc. will be governed by the provisions under the precis of Standing Orders issued in G.O.MsNo.4054, Home dated 18.11.1961 and as amended subsequently from time to time and will be paid by the Tamil Nadu Electricity Board.

Sd/. . . .
Deputy Secretary to Govt.

* * *

Delegation - Sanctioning authorities for Pension and Death-cum-Retirement-Gratuity, General Provident Fund final, Part-final withdrawal/temporary advance - Family Benefit Fund and Subsidiary Scheme Special Provident Fund-cum-Gratuity Scheme - Modification in the existing powers - Orders - Issued.

(Permanent) B.P. (FB) No.69 (Secretariat Branch) Dated the 25th October 1996, Iyppasi 9, Thathu, Thiruvalluvar Aandu 2027.

Read:

i. (Per.) B.P. (FB) No. 35 (Secretariat Branch), dt. 28.3.89.

ii. Memo. (Per.) No. 28358-N1/89-2, dt. 22.8.89.

Proceedings:

The employees of the Board are eligible for certain terminal benefits and a few welfare schemes. In the references cited orders were issued specifying the authorities competent to sanction payments under the above schemes. As certain anomalies have been brought to the notice of the Board, it has been decided to amend the Board's orders read above.

2. Accordingly the Tamil Nadu Electricity Board directs that the Amendments annexed to this order be incorporated in the Annexure to the orders in (Per.) B.P. (FB) No.35, (Secretariat Branch) dt. 28.3.89, as amended in the (Per.) Memo. No. 28358/N1/89-2, dt. 22.8.89.

(By Order of the Board)

Encl.: P.A. Khaja Kaleel Rahman, Secretary.

Encl.: **ANNEXURE**

Pension and Death-cum-Retirement Gratuity:

Categories of Employees	Existing	Revised
All Class II Officers, III and IV Employees in respect of Administrative Branch	Deputy Chief Engineer	Senior Personnel Officer (General)

Family Benefit Fund and Family Benefit Subsidiary Scheme:

Category of Employees	Existing		Revised	
	Suicide/ Murder	Other cases	Suicide/ Murder	Other cases
Class II Officers in respect of Board Office, Secretariat Branch	Secretary	Secretary	No change	Deputy Secretary
Class I Officers other than Superintending Engineers and equal cadres in the Administrative Branch	Secretary	Deputy Chief Engineer	No change	Senior Personnel Officer (General)
Class II Officers (Administrative Branch)	Chief Engineer/ Personnel	Deputy Chief Engineer	No change	Senior Personnel Officer (General)
Class III & IV (Administrative Branch)	Deputy Chief Engineer	Deputy Chief Engineer	Senior Personnel Officer (General)	Senior Personnel Officer (General)

Special Provident Fund-cum-Gratuity Scheme:

Categories of Employees	Existing	Revised
Class II Officers in respect of Board Office Secretariat Branch	Secretary	Deputy Secretary
Class III & IV Employees of Administrative Branch	Deputy Chief Engineer	Senior Personnel Officer (General)

General Provident Fund Final Withdrawal:

Categories of Employees	Existing	Revised
Class II Officers in respect of Board Office Secretariat Branch	Secretary	Deputy Secretary
Class I Officers other than Superintending Engineers and equal cadres and Class II to IV Service employees of Administrative Branch	Deputy Chief Engineer	Senior Personnel Officer (General)

General Provident Fund Part Final With drawal/Conversion:

Categories of Employees	Existing	Revised
Class I Officers other than Superintending Engineers and equal cadres, Class II Officers and All Class III and IV employees of Administrative Branch	Deputy Chief Engineer	Senior Personnel Officer (General)

General Provident Fund/Temporary Advance:

Categories of Employees	Existing	Revised
Class I Officers other than Superintending Engineers and equal cadres and Class II Officers in Administrative Branch	Deputy Chief Engineer	Senior Personnel Officer (General)

* * *

Memorandum No. 70926/A1/96-1, (Secretariat Branch), Dated the 25th October 1996.

Sub: Establishment - Class I Service - Retired from service of Board on 30.06.96 A.N. - Notification - Issued.

The following Notification is issued:-

NOTIFICATION

The following Officers have retired from the service of Board on 30.06.96 A.N.

Thiruvalargal

1. K. Duraisamy, (Jr.) Chief Engineer/Materials Management/Madras.
2. S. Mani, Chief Engineer/Distribution/Madurai Region.
3. V. Kannan, Superintending Engineer/Villupuram Ramasamy Padayatchiar EDC.
4. M. Dhandapani, Superintending Engineer/Coimbatore EDC/South.
5. A.S. Nanjappan, Superintending Engineer/Hydro Projects/Masinagudi.
6. N.R. Shanmugam, Superintending Engineer/N.C.E.S./Coimbatore.
7. C.D. Chockalingam, Superintending Engineer/Karur EDC.
8. K. Rajendran, Vigilance Officer/Madurai.
9. P. Madakkan, Executive Engineer/O&M/Perambalur.
10. S.V. Madhavan, Deputy Secretary/Administration.
11. C.L. Subramaniam, Deputy Financial Controller/Tender/O/o. CFC/Madras.
12. T. Shanmugasundaram, Deputy Financial Controller/T.T.P.P.
13. K. Sethuraman, Deputy Financial Controller, Other Duty to Thirumayam Rural Electric Co-operative Society Limited.
14. S. Ganapathy, Executive Engineer/Basin Bridge Gas Turbine Project Scheme.
15. D. Sankaran, Deputy Financial Controller/E.T.P.S./Ennore.
16. P. Ragnunatnan, Deputy Chief Internal Audit Officer/Madras.

S. Ramasamy,
Deputy Secretary/Personnel.

* * *

Memorandum No. 70927/A1/96-1, (Secretariat Branch), Dated the 25th October 1996.

Sub: Establishment - Class I Service - Retired from service of Board on 31.07.96 A.N. - Notification - Issued.

The following Notification is issued:-

NOTIFICATION

The following Officers have retired from the service of Board on 31.07.96 A.N.

Thiruvalargal

1. P. Thenrajan, Chief Engineer/Distribution/Madurai Region.
2. C.V. Shanmugam, Superintending Engineer/Materials Management-II/Madras.
3. N. Premchandran, Superintending Engineer/Kamarajar EDC/Virudhunagar.

4. C.A. Narayanan, Superintending Engineer/Kanyakumari EDC.
5. K. Narayanan, Executive Engineer/Civil/Stage III/Division IV/TTPS.
6. K. Rajagopalan, Executive Engineer/Civil/Thermal/Madras.
7. A. Duraisamy, Executive Engineer/Mechanical/Boiler/E.T.P.S.
8. N. Pakirisamy, Deputy Chief Internal Audit Officer/Madurai.
9. K. Chidambaram, Deputy Financial Controller/Coimbatore EDC/South.
10. S. Shankar Rao, Personnel Officer/Inspection-II/Madras.
11. M.R. Gulam Mohammed, Personnel Officer/Inspection (B)/Madras.
12. N. Venkataraman, Deputy Financial Controller/Madras EDC/North.
13. K.S. Sundaramoorthy, Deputy Financial Controller/Madras EDC/ South.

S. Ramasamy,
Deputy Secretary/Personnel.

* * *

Memorandum No. 70928/A1/96-1, (Secretariat Branch), Dated the 25th October 1996.

Sub: Establishment - Class I Service - Retired from service of Board on 31.08.96 A.N. - Notification - Issued.

The following Notification is issued:-

NOTIFICATION

The following Officers have retired from the service of Board on 31.08.96 A.N.

Thiruvalargal

1. V.V. Radhakrishnan, Superintending Engineer/Ramnad EDC
2. T.J. Oliver, Deputy Secretary/Vigilance.
3. M. Mugugappan, Executive Engineer/O&M/Coonoor.
4. E. Sankaralingam, Deputy Chief Internal Audit Officer/Madras.
5. G. Venugopalakrishnan, Deputy Financial Controller/NMTPP/Ennore.
6. B. Kandasamy, Deputy Chief Internal Audit Officer/Trichy.

S. Ramasamy,
Deputy Secretary/Personnel.

* * *

Establishment - Tamil Nadu Electricity Board - Redesignation of the post of Chief Engineer/Thermal Design at Chief Engineer/Electrical/Projects - Orders - Issued.

(Permanent) B.P. (Ch.) No. 274 (Secretariat Branch) Dated the 28th October 1996, Iyppasi 12, Thadhu, Thiruvalluvar Aandu 2027.

Read:

Minutes of the staff meeting before Chairman held on 9.10.96.

Proceedings:

It is hereby ordered that the post of Chief Engineer/Thermal Design shall be redesignated as Chief Engineer/Electrical/Projects with immediate effect.

(By Order of the Chairman)

P.A. Khaja Kaleel Rahman,
Secretary.

Memorandum (Permanent) No. 49336/O&M-1 (1)/96-1, (Secretariat Branch), dt. 29.10.1996.

Sub: Delegation - Delegation of certain powers to Secretary/Chief Engineer (Personnel)/Chief Engineers - Orders Issued - Ratified.

The orders issued in (Per.) B.P. (Ch.) No. 231 (SB), dt. 16.8.96 and in Administrative Branch Circular Memo. No. 79089-E1/A3/96-2, dt. 27.7.96 are hereby ratified.

(By Order of the Board)

P.A. Khaja Kaleel Rahman,
Secretary.

Circular Memo. No.79089/E1/AE/96-2, (Administrative Branch), dated 27.7.96.

Sub: Transfers and postings of the Officers in the rank of AEEs/ - Instructions - Issued.

Ref: i) Chairman's Circular Memo. No. 14050-A1/92-1, dt. 4.3.92.
ii) Secretary Memo. No. 33541/A1/93-5, dt. 20.1.94.
iii) Board Office Secretariat Branch Memo. No. 64666/A1/94-1, dt. 14.9.94.
iv) Administrative Branch Memo. No. 69140/IRI(3)/96-1, dt. 11.6.96.

In continuation of the reference (iv) cited, the Chief Engineers are informed that in Chairman's Circular first cited they have been informed that they should not make transfers in respect of Assistant Executive Engineers and above and the same has been ratified by the Board in the reference (ii) cited.

2. The above orders have been reiterated again in Board Office Secretariat Branch memo in the reference (iii) cited.

3. Hence, the Chief Engineers are informed that they should not make any request Administrative Transfer in respect of Assistant Executive Engineers as originaly ordered. If any cases of request administrative transfers are to be effected, the same may be referred to this office for issue.

4. They are requested to acknowledge the receipt of this reference.

(By Order of the Chiarman)

C. Paramasivam,
Chief Engineer (Personnel).

* * *

(Per.) Memorandum No.68827/Spl.Cell-I/96-1,(Secretariat Branch), dated.30.10.1996.

Sub: Avoidance of delay in filing counter affidavit in Writ Petitions - Prescription of time limit - Instructions - Issued.

Board has noticed, that counter affidavits in Writ Petitions are not filed within the stipulated time limit of 3 months of Service of rule nisi as required under Rule 3A of the Rule framed by the High Court under Article 226 of the Constitution of India. This sort of delay causes much inconvenience in realising current consumption arrears from the consumers and also creates vacuum unnecessary and avoidable inconvenience in dealing with employees in respect of service matters.

2. All Officers are therefore requested to respond to the notices received from the court immediately and to file the counter affidavit within the stipulated time of three months. They are also requested to advise their subordinate officers suitably in this regard.

3. It has been decided to follow a time bound procedure to avoid delays in filing the counter affidavit within the prescribed period of three months. The Board after careful consideration has decided to prescribe the following "time limit", from the stage of receipt of rule nisi with a copy of affidavit, up to the stage of filing of counter affidavit in writ petitions/writ appeals.

	Time Limit
1. On receipt of rule nisi with a copy of affidavit, the Respondent/Officer concerned shall send the parawise remarks to the Board's Standing Counsel.	Maximum of 2 weeks from the date of receipt of the affidavit copy.
2. On receipt of the parawise remarks the Board's Standing Counsel concerned shall prepare the draft counter affidavit and send the same to the Respondent/ Officer incharge.	Maximum of 4 weeks from the date of receipt of the parawise remarks.
3. On receipt of the Draft Counter affidavit, the Respondent/Officer incharge shall get it approved by the higher authorities and then send it to Legal Cell through the officer not below the rank of Executive Engineer for clearance and after that get it fair typed, execute it and send it to the Legal section in the office of the Standing Counsel with required number of fair copies.	Maximum of 4 weeks from the date of receipt of the draft counter affidavit.
4. On receipt of the fair counter affidavit, the office of the Standing Counsel (Legal Section) shall file it in to Court.	Maximum 7 days from the date of receipt of fair counter affidavit.

4. All the Chief Engineers, Superintending Engineers and officers including Standing Counsel are requested to adhere to the above time limit in future. In important and sensitive cases action must be taken immediately and direction if any by the court regarding the date of submission of Counter Affidavit, it has to be followed. The time limit prescribed should be strictly followed. It will be the responsibility of the Officer who is to file the Counter Affidavit in the Court to see that it is filed in time.

L. Jayasankaran,
Legal Adviser.

PART—III

Finance

Endt. No. X/CFC/Rev/E. Tax/D 23-1/96, (Accts. Br.) Dt. 4--10- 96

Copy communicated to all Superintending Engineers of Distribution Circles for information and necessary action.

S. Thangarathnam,
Chief Financial Controller/Revenue.

GOVERNMENT OF TAMIL NADU

Abstract

Copy :

ELECTRICITY—*Tamil Nadu Electricity (Taxation on Consumption) Act, 1962 - Exemption of Self* Generated Electrical Energy by Paper, Textile, Chemical and Sugar Industries and the Energy generated through Non-Conventional Energy sources like Sun, Wind etc. from the levy of tax—Orders —Issued

G.O. (Ms.) No. 126 Energy (B1) Department Dated the 23rd September 1996

Read :

1. G.O. Ms. No. 850, Public Works Department dt. 20—5—88.
2. G.O. Ms. No. 851, Public Works Department dt. 20—5—88.
3. G.O. Ms. No. 852, Public Works Department dt. 20—5—88.
4. G.O. Ms. No. 1246, Public Works Department dt. 1—8—88.
5. G.O. Ms. No. 177, Public Works Department dt. 24—1—90.
6. G.O. Ms. No. 1134, Public Works Department dt. 30—7—93.
7. G.O. Ms. No. 19, Energy Department dt. 8—10—93.
8. G.O. Ms. No. 135, Energy Department dt. 31—10—94.
9. G.O. Ms. No. 11, Energy Department dt. 30—1—96.

Read also :

10. From the SIPCOT Industries Association, Ranipet, Lr. SIAR/444/96, dt. 19—6—96.
11. From the Chief Electrical Inspector to Government Lr. No. 44352/93-I 4 dt. 31—7—96.

Order :

In the Government Orders first to fourth read above, orders were issued for exempting the units of Paper, Textiles, Chemical and Sugar Industries which generated energy using their captive self generating sets from the levy of electricity tax on the consumption of electricity under the Tamil Nadu Electricity (Taxation on Consumption) Act 1962, irrespective of the fuel they used for a period of five years from 1—4—88. In the Government Order fifth read above, amendment was issued to the Government Order first to fourth read above to the effect that the concession ordered would take effect from 1—8—88 instead of 1—4—88 Subsequently, this concession was extended year after year and it was last continued in the Government Order ninth read above for the period upto 31—7—96.

2. While examining the question of extending the above concession beyond, 31—7—93 it was decided to constitute a Committee to undertake a detailed study on certain aspects pertaining to the exemption of electricity tax on industries which generated power using their captive generating sets. Accordingly a Committee was constituted in the Government Order seventh read above, Subsequently in G O. Ms. No. 148, Energy Department, dt. 12--12—94, the Committee was enlarged by adding two other members viz., Member (Accounts) Tamil Nadu Electricity Board, Member (Generation) Tamil Nadu Electricity Board.

3. Since the concession extended in the Government Order ninth read above expired on 31—7—96, the SIPCOT Industries Association in their letter tenth read above have requested the Government to extend the above concession to the above four Industries permanently. In the meantime, the Chief Electrical Inspector to Government in his letter eleventh read above has forwarded the report of the Committee mentioned in para 2 above.

4. The Government have examined the report of the Committee thoroughly and they accordingly, have decided to extend the concession granted in the Government Order ninth read above, as a permanent measure. They have also decided to allow the above tax concession to the Industries units which generate energy through non-conventional energy sources like sun, wind etc. The Government have further decided to continue status quo for others.

5. The following Notification will be published in an extra-ordinary Gazette of Tamil Nadu dt. 23-9—96.

Notification

In exercise of the powers conferred by sub-section (1) of Section 13 of the Tamil Nadu Electricity (Taxation on Consumption) Act 1962 (Tamil Nadu Act 4 of 1962), the Governor of Tamil Nadu hereby direct that the consumption of self-generated electrical energy from captive generators by the Paper, Textile, Chemical and Sugar Industries irrespective of the fuel they use be exempted permanently from the electricity tax payable under the said Act. The Government also direct that the consumption of energy generated through Non-Conventional Energy sources like Sun, Wind etc., be exempted from the Electricity Tax payable under the above Act.

(By Order of the Governor)

Susan Mathew,
Secretary to Government.

(True Copy)

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U.O. No. X/CAC/28425/96, (Accts. Br.) dt. 10-10-96 on D. F. C./RESOURCES U. O.

Sub : Short term loan—Tamil Nadu Small Industries Development Corporation Limited Chennai—16—Allotment of account code numbers for Loan—Repayment of principal and payment of interest—Reg.

Ref : U. O. No. DFC/Resources/U. O. Note No. 49492/W2/96-2, dated 30—9—96 of DFC/Resources.

Referring to the above U. O. cited the following Account Code Numbers has been allotted for the loan—payment of interest and repayment of principal to Tamil Nadu Small Industries Development Corporation Limited/Chennai—16.

Sl. No.	Account Code No.	Details
1.	53·735	Loan from Tamil Nadu Small Industries Development Corporation Ltd./Chennai-16.
2.	51·136	Repayment due on the above Loan from Tamil Nadu Small Industries Development Corporation Ltd., Chennai-16.
3.	78·237	Interest and other finance charges on the loan from Tamil Nadu Small Industries Development Corporation Ltd., Chennai-16.

The receipt of the communication may be acknowledged.

do
Chief Financial Controller.

Circular No 2390 -1/X/Tender/A1/96 (Accounts Branch) dt. 16—10—96.

Sub : Tamil Nadu Electricity Board—Payment of Earnest Money Deposit—Acceptance of Bankers Cheques and Pay slips—Instructions—Issued.

Ref : A. M. Circular No. 2390/X/Tender/A1/88, dt. 9—11—88.

As per the circular under reference cited, the E.M.D. is payable by the tenderers either in the form of cash or Demand Draft or Pay Order.

The Bankers have since confirmed that the Bankers Cheques and pay slips are as good as D.D. and that the same are prepaid instruments.

In view of the above position, the Indenting Officers are informed that Bankers' cheques and pay slips may also be accepted towards payment of Earnest Money Deposit.

T. G. Srinivasan,
Accounts Member.

●●●

TENDERS : State Public Sector undertakings/Boards—Prior approval of Government for tenders in respect of Purchase/Works contracts exceeding Rs. 1 Crore Cancellation—Amendment No. 19 to clause 3.3 (i) and 3.3 (ii) to Tender Regulations 1991 issued.

Permanent B.P. (FB) No. 25 (Accounts Branch) Dated 25—10—1996
Ayppasi 9, Thadhu,
Thiruvalluvar Aandu 2027.

Read :

1. Per. B.P. (FB) No. 3 (Accounts Branch) dt. 20—2—92
2. Per B.P. (FB) No 2 (Accounts Branch) dt. 18—1—94
3. G. O. Ms. No. 420 Finance (BPE) Dept. dt. 8—7—96
4. Minutes of the 756th Meeting of the Board held on 11—10—96 (item 38)

Proceedings :

In view of the orders issued by the Government vide G. O. Ms 420 Finance (BPE) Department, dt. 8—7—96 it is hereby ordered that (1) the amendments already incorporated in clause 3·3 (i) and 3·3 (ii) of T.N.E.B. Tender Regulations be with drawn and (ii) the delegation of powers to the original limit to Board Level Tender Committee under open Tender in Table-I-purchase of material; and Table-VI-works contract; be restored as follows :

Deleted

Clause 3·3 (i) : Prior approval of the Government of Tamil Nadu shall be obtained in respect of all Tenders for works and purchase contracts, whether by open tender or any limited tender enquiries etc. where the value of contract purchase on each supplier/contractor excluding freight, Insurance charges, excise duty, sales tax etc. exceeds Rs. 1 Crore. All such tender proposals may be routed through the Tender Committee for seeking Board's approval.

Clause 3·3 (ii) : In view of the above, wherever delegation of full powers is made to various authorities, value of the contract/purchase in such cases shall not exceed Rs. 1 Crore.

Clause Incorporated :

TABLE—I

Authority	Purchase of material–Open Tender	Value of contract
Board Level Tender Committee	—	Not exceeding Rs. 6 Crores

TABLE—VI

Authority	Works Contract Open Tender	Value of contract
Board Level Tender Committee	—	Not exceeding Rs. 10 Crores with 30% excess over technically sanctioned estimated.

2. The above orders will take effect from the date of issue of this B.P.

(By Order of the Board)

T. G. Srinivasan,
Accounts Member.

●●●

Interim Relief—Grant of Interim relief from 1—4—95 to the families of the deceased Contributory Provident Fund/Non—Pensionable establishment beneficiaries—Orders—Issued.

(Permanent) B. P. (Ch) No. 275 (Secretariat Branch) Dated 29—10—1996.
Ayppasi 13, Thadhu.
Thiruvalluvar Aandu 2027.

Read :

(i) G.O. Ms. No. 1392 Finance (Pension) Department dated 31—12—90.
(ii) (Per.) B.P. (CH.) No. 151, (SB) dated, 3—7—93.
(iii) G.O. Ms. No. 509, Finance (Pension) Department dated 16-8—96.

Proceedings :—

Based on the orders issued by Government in the G.O. first cited, orders have been issued in the B.P. second cited sanctioning ex-gratia payment of Rs. 150/- p.m. with effect from 31—12—90 to the widow/widowers and dependent children of the deceased Contributory Provident Fund/Non-pensionable establishment beneficiaries of employees of the Board who retired from service prior to 1—7—86 and who are not covered by the Tamil Nadu Electricity Board Family pension on Rules, 1964 and B.P. Ms. No. 262, dated 29—4—80.

2. In the G.O. first cited , the Government have now sanctioned payment of Interim Relief at a flat rate of Rs. 50/- per mensem, and in addition, 10% of ex-gratia subject to a minimum of Rs. 50/-per mensem with effect from 1—4—95 to the widows/widowers and the dependant children of the deceased C.P.F./Non-pensionable establishment beneficiaries. Thus, a beneficiary is entitled to an interim relief of Rs. 100/- per mensem with effect from 1—4—95.

3. Following the orders of the Government mentioned in para 2 above, the Tamil Nadu Electricity Board directs that Interim Relief at a flat rate of Rs. 50/- per mensem and in addition 10% of ex-gratia amount subject to a minimum of Rs. 50/- per mensem be paid to the widows/widowers and the dependent children of the deceased contributory provident fund/Non-pensionable establishment beneficiaries of the Board who retired from service prior to 1-7-96 and who are in receipt of ex-gratia amount Rs. 150/- per month as per the orders in the B.P. second cited. Accordingly, they are entitled to an interim relief of Rs. 100/- per mensem with effect from 1-4—95.

4. If the recipient of ex-gratia amount is employed or re-employed in the Board or under the Central or State Government or a Corporation/Company/Body/Bank under them in India or abroad including permanent absorption in the said corporate bodies, he/she shall not be eligible to draw Interim Relief on ex-gratia amount during the period of such employment/re-employment.

5. Interim Relief shall be shown as a separate element. No Dearness Allowance on the Interim Relief will be admissible. Interim Relief involving a fraction of a rupee shall be rounded off to the next higher rupee.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

PENSION—Dearness Allowance to pensioners and family pensioners—Revised rates from 1st July '96—Orders—Issued.

Permanent B.P. (CH) No. 279 (Secretariat Branch) Dated : 31st October 1996

Iyppasi 15, Thadhu,

Thiruvalluvar Aandu 2027.

Read :

1. (Per.) B. P. (CH) No. 148, Dated : 27—5—96.
2. From Government Finance (Pension) Department G. O. Ms. No. 653, dated 14—10—96.

Proceedings :

The Government of Tamil Nadu have revised the rates of Dearness Allowance payable to their pensioners/family pensioners with effect from 1st July '96. The Tamil Nadu Electricity Board has decided to adopt the Government Orders to the pensioners/family pensioners of the Tamil Nadu Electricity Board.

2. Accordingly, the Tamil Nadu Electricity Board directs that the pensioners/family pensioners of the Tamil Nadu Electricity Board shall be paid Dearness Allowance with effect from 1st July '96 at the following rates :—

Period	Pension/Family Pension per month	Rate of Revised Dearness Allowance per month
(1)	(2)	(3)
From 1st July '96	(i) Not exceeding Rs. 1750/-	159 per cent of pension/family pension.
	(ii) Exceeding Rs. 1,750 but not exceeding Rs. 3000/-	119 per cent of pension/family pension subject to a minimum of Rs. 2,783/-
	(iii) Exceeding Rs. 3000/-	103 per cent of pension subject to a minimum of Rs. 3,570/-

3. The difference between the Dearness Allowance drawn from July '96 and the revised Dearness Allowance now ordered shall be drawn as arrears for the pensioners/family pensioners and families of deceased Contributory Provident Fund/Non-pensionable establishment beneficiaries who are in receipt of Ex-gratia payment of Rs. 150/- per month with reference to (Permanent) B.P. (CH) No. 151 (Secretariat Branch) dated 3—7—1993 of the Board.

4. The details of admissibility of Dearness Allowance with effect from 1st July 1996 are indicated in the Annexure, to these proceedings. The amount of Dearness Allowance shall be rounded off to the next higher rupee.

5. These orders will apply to the present and future family pensioners. In the case of divisible family pensions, the Dearness Allowance shall be divided proportionately.

(By Order of the Chairman)

P. A. Khaja Kaleel Rahman,
Secretary.

TECHNICAL

PART – IV

Technical

Memo. No 08859/IEMC/E1/ EE/C. 3183/D. 1086/96 (Technical Branch) dt. 1–10–96.

Sub: Electricity—Violations of Terms and Conditions of Supply of Electricity—Theft of energy - Delay in follow up of cases in courts—Advoidance of delay—Instructions Issued.

It is noticed that some field Officers request Legal Adviser's opinion very belatedly for appeal against the Judgements delivered by courts against levy of compensation charges/penal charges consequent to violation of Terms and Conditions of Supply/Theft of energy. in certain instances, the delay is more than two years resulting in exceeding the limitation period for filing appeal in higher courts.

As a result of such inordinate delays, the efforts taken by Anti Power Theft Squad during its inspections and others' during mass raid, surprise inspection etc., and in failure. Eventually Board has to forego collection of compensation/penal charges also.

In view of the above, the field Officers may be instructed to take prompt action to obtain judgement copies, legal opinion etc., and also file appeal, if fit, in time.

The receipt of the memo may be acknowledged to the Superintending Engineer/Industrial Energy Management Cell.

A. Chinthamani,
Member (Distripution).

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Memo. No. 05700/IEMC/E1/ EE/C. 2 21/D. 1091/96 (Technical Branch) dated 1–10—96.

Sub: Electricity—Violation in L.T. Temporary services—Procedure to work out compensation charges - Reg.

Ref: 1. Chairman's Memo. No. IEMC/E1/AEE/D. 571/96 dated 30—4—96.

2. SE/Madras EDC/North's Lr. No. SE/MEDC/N/GL/AE/DM/F.ECC. 77/95–96 D/R 582/96 dated 2—7–96.

The procedure to work out the compensation charges for the violations in temporary services enumerated in the reference (1) is not applicable to the cases where violations were detected prior to 30—4—96.

The receipt of this memo may be acknowledge to the Superintending Engineer/Industrial Energy Management Cell.

A. Chinthamani,
Member (Distribution).

Circular memo. No.SE/IEMC/EE3/AEE2/F.Acceptance of Consumer meters/D.400/96 (Technical Branch) dated 7—10—96.

Sub: Electricity—Extension of supply–Acceptance of Single Phase meters - Approval–Reg.

Ref: 1. Circular memo. No. SE/IEMC/EE3/AEE2/F. Acceptance of Consumer meters, D 141/95 dated, 16—5—95.

2. Memo. No. SE/IEMC/EE3/AEE2/D. 307/94 dated 15—9—94.

Further to the circular dated 16—5—95 cited under reference (1) the Superintending Engineer/ Electricity Distribution Circles are requested to accept new Single Phase meters from the prospective consumers till 31—12—96, subject to the condition that they should ensure before acceptance of new meters from consumers that there is no stock of single phase meters at stores in the respective circles.

Further the Superintending Engineers are also informed that the refund of cost of meters supplied by the prospective consumers may be made as per circular memo dt. 15—9—94 cited under reference (2). The procedure now in vogue may be followed for acceptance and refund of cost for the meters supplied by the consumers.

A. Chinthamani,
Member (Distribution).

● ● ●

Electricity—Establishment of Colachel GTPP of 500 MW Capacity and Cuddalore Stage-II Naptha/LNG based power project of 1500 MW capacity under Independent Power Project concept—Board's approval—Communicated.

Per. B. P. (FB) No. 222 (Techl. Branch) Dated the 7th October, 1996.
Puratttasi 21, Thadhu,
Thiruvalluvar Aandu 2027.

Read: Per. B. P. (FB) No. 300 (Technical Branch) dt. 22—8—95.

Proceedings:

In order to meet the forecasted power demand of 16,235 MW in the State at the end of 10th plan period (2006—07) an installed capacity of 23 220 MW is required. In this context, 16 projects with 10,650 MW capacity have already been entrusted to private sector. Out of these 16 projects, slippages in the establishment of certain projects is anticipated. Hence, it has been decided to develop the following 2 projects under IPP concept through competitive bidding.

(i) Cuddalore Thermal Power Project Stage-II (1500 MW)

(ii) Colachel Gas Turbine Power Project (500 MW)

2. In this connection TNEB have accorded approval for the following :

(i) To cancel the approval already accorded by the Board, vide Per. B. P. (FB) No. 300, (Technical Branch) dt. 22—8—95, for establishment, of the coal based Cuddalore thermal power project stage-II of 1500 MW capacity, under joint venture with M/s. NTPC.

(ii) To address GOTN to record the earlier proposal of the Board to execute the above project i e. item (i) under joint sector with M/s. NTPC.

(iii) To establish Cuddalore stage-II TPP of 1500 MW capacity with LNG/Naptha as base fuel instead of coal in Kayalpattu, Thiruchuvapuram and Andarmullipallam Villages in Cuddalore taluk of South Arcot Vallalar District so as to minimise the environmental impact.

(iv) To establish Colachel GTPP of 500 MW capacity in Kadiapatinam and Neendakarai B Village in Kalkulam and Agastheeswaram Taluks of Kanyakumari District.

(v) To establish the above two projects (items iii & iv) under IPP concept through competitive bidding after firming up all the tie-ups for the projects.

(vi) To address GOTN to obtain approval and permission under section 22 of E(S) Act, 1948 to conduct detailed investigation at the respective sites proposed for the above projects.

(vii) To conduct detailed investigation at the respective sites at a cost of Rs. 20 lakhs for the Cuddalore Project and Rs. 10 lakhs for the Colachel project by Chief Engineer/Civil Design, after getting approval from GOTN.

3. Board have directed to examine the feasibility of increasing the capacity of Colachel liquid fuel based plant and to appoint consultant for preparation of bid documents and evaluation of both the projects viz Cuddalore and Colachel.

4. Board have also directed to identify suitable site around Satellite Port at Ennore, for locating a 1000 MW plant, so that the establishment of LNG terminal near Satellite Port is viable.

(By Order of the Board)

S. R. Krishnamurthy,
Chief Engineer/Independent Power Projects.

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Electricity—Establishment of 200 MW Diesel Engine Power Project at Mettupalayam (Coimbatore) — Deferment of Proposal—Board's approval—Communicated.

Per. B. P. (FB) No. 223 (Technical Branch) Dated 7th October 1996.
Purattasi 21, Thadhu,
Thiruvalluvar Aandu 2027.

Read :

Per. B.P. (F.B.) No. 176, Technical Branch, dt. 2—8—96.

Proceedings :

Board in the Per. B.P. (F.B.) No. 176, Technical Branch, dt. 2—8—96 has accorded, "*inprinciple*" *approval* for the establishment of 200 MW Diesel Engine Power Project at Thekkampatti Village in Mettupalayam Taluk of Coimbatore District. The above proposal has since been recommended to Govt. of Tamil Nadu for approval.

Meanwhile, M/s. TIDCO, under the direction of Govt. of Tamil Nadu, propose to establish multifuel short gestation period thermal power plants at 20 locations in the State, under private sector. Mettupalayam is one among those 20 locations.

Considering that the parallel development of the power project at the same Mettupalayam location, by the Board, will be duplicating at this juncture, Board has accorded approval as follows :

(i) The Board's proposal to establish a 200 MW DEPP at Mettupalayam, vide Per. B.P. (FB) No. 176, Technical Branch, dt. 2—8—96 is deferred in view of M/s TIDCO's proposal of developing multifuel short gestation period power projects at 20 different locations of the state, iucluding Mettupalayam.

(ii) Govt. of Tamil Nadu may be addressed accordingly, with a request to record the Board's earlier proposal on Mettupalayam Diesel Engine Power Project.

(By Order of the Board)

S.R. Krishnamurthy,
Chief Engineer/Independent Power Projects.

Electricity—Execution of Perungulam and Kovilkalappal Gas Turbine Power Projects under state Sector—Board's approval—Communicated.

(Per.) B. P. (F.B.) No. 224 (Technical Branch) Dated the 7th October 1996. Purattasi 21, Thadhu, Thiruvalluvar Aandu 2027.

Proceedings :

In view of the large amount of funding required to be invested by the Board for strengthening the grid and evacuation of power from the Independent Power Plants, development of which already entrusted to private promoters, it was reviewed whether to execute the Perungulam and Kovilkalappal Gas Turbine Power Projects under State Sector as originally decided (or) to entrust the above two projects under Joint Sector by M/s TIDCO (or) to execute the above two projects as IPPs on competitive bidding basis, TNEB.

After careful consideration, the Board have accorded approval to execute "Kovilkalappal and Perungulam Gas Turbine Projects" in State Sector on turnkey basis.

In this connection, Board also directs to examine the feasibility of availing loan from Power Finance Corporation for these projects.

(By Order of the Board)

S. R. Krishnamurthy,
Chief Engineer/Independent Power Project.

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Electricity—Bids for putting up of 30—100 MW power plants at 15 locations—Recording of offers—Returning of the Bank Guarantee and Cash deposit of Rs. 5 lakhs remitted by the Tenderers—Approval—Communicated.

Per. B. P. (F.B.) No. 226 (Technical Branch) Dated the 9th October 1996. Purattasi 23, Thadhu, Tiruvalluvar Aandu 2027.

Read : Minutes of the 755th Special Meeting of the Board held on 30—9—96.

Proceedings :

The Tamil Nadu Electricity Board after careful consideration of the issue of selection of promoters for 30—100 MW capacity short term gestation liquid fuel based power plants for which bids were called for through advertisement in papers orders as below :

1. Not to consider the offer of M/s. Coimbatore Power Company and M/s. Sree Rayalaseema Hi Strength Hypo Ltd., Kurnool eventhough they satisfy the various conditions stipulated by Board since the tariff quoted by these firms are very much on the higher side.

2. Not to consider the other 18 Nos. offers that have been received from 11 Companies for putting up power plants in various locations against the press advertisement as these offers do not satisfy the conditions stipulated by Board.

3. To drop proposal to put up short term power plants to meet the immediate needs of the Board since M/s. TIDCO has been entrusted with task of selection of promoters for short gestation plants in 20 locations.

4. To return the Bank Guarantee and refund the cash deposit made by the tenderers.

(By Order of the Board)

S. R. Krishnamurthy,
Chief Engineer/Independent Power Project

Electricity—Tuticorin Thermal Power Project Stage IV (1 x 500 MW) Entrusted to M/s. SPIC Electric Power Corporation Limited—Procedure adopted for finalisation of EPC Contract—Approved.

Per. B.P. (FB) No. 227 (Technical Branch) Dated the 9th October 1996
Purattasi 23, Thadhu,
Thiruvalluvar Aandu 2027.

Read : Item No. 6 of 755th Board Meeting held on 30—9—96.

Proceedings :

3. The Tuticorin Thermal Power Project Stage IV (1 x 500 MW) has been entrusted to M/s. SPIC Electric Power Corporation Limited (M/s. SEPC) for Development The procedures to be followed by the Independent Power Promoters for selection of EPC contractor for their Projects through competitive bidding route have been communicated to obtain least cost for the project.

2. M/s. SEPC have initiated action for selection of EPC contractor for TTPP Stage IV even before the issue of guidelines. They have adopted selective competitive bidding instead of floating advertisement in the Global news papers They have also not obtained the approval of TNEB for the short listed firms and the detailed specifications of the bid documents. They have issued bid documents to the short listed firms and received offers. They have requested the Board for approval of the procedure adopted.

3. Considering that the company have commenced their activities prior to the issue of guidelines by TNEB and have spent more than ten months in the selection process and considering the need for early fruition of the project the Board approves and ratifies the action of the company for having shortlisted the firms and issued the detailed specification of bid documents without getting Board's approval.

4. The Board also directs that the company may be asked to submit the evaluation of the offers received from the shortlisted firms for Board's approval for selection of the EPC contractor.

(By Order of the Board)

S. A. Krishnamurthy,
Chief Engineer/Independent Power Project.

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கடித எண். 8710 தொமிஒமே/செ. பொ 1/உ.செ.பொ./கி. 3171/டி. 1094/96 நாள் 11—10—1996.

பொருள் : மின்சாரம்—உயர் அழுத்த மின் நுகர்வோர் இடங்களில் தற்காலிக மின் இணைப்பு—மின் அளவிகளின் திறன், அழுத்த நிலை—அறிவுரை வழங்கல்—தொடர்பாக.

பார்வை : 1. Permanent B.P. (Ch.) No. 131 (Techl. Branch) dated 18—7—1989.

2. உறுப்பினர் வினியோகம் அவர்களின் குறிப்பாணை எண் SE (EMC/E1/AEE/D. 528/96 Dated 19—4—96.

தற்காலிக மின் இணைப்புகளில் நிறுவப்படும் மின் அளவிகளின் திறன், அழுத்த நிலை ஆகியவை கீழ்க்கண்டவாறு இருத்தல் வேண்டும்.

1. 11/22 கி. வோ. 200 கே. வி. ஏ. வரை — குறைந்த அழுத்த நிலையில் மின் அளவி

2. 11/22 கி. வோ. 200 கே. வி. ஏ. க்கு மேல் உள்ள பளுவுக்கு — உயர் அழுத்த மின் அளவித் தொகுப்பு (H.T. metering set)

இக்குறிப்பாணையைப் பெற்றுக் கொண்டதற்கான ஒப்புகையை மேற்பார்வைப் பொறியாளர்/தொழில் மின் ஒழுங்கமைப்பு மேலாண்மை, முதல் மாடி (மேற்குப் பகுதி), 800, அண்ணா சாலை, சென்னை-600002 அவர்களுக்கு அனுப்பவும்.

எஸ். பி. நள்ளியண்ணன்,
மேற்பார்வைபொறியாளர்/
தொழில் மின் ஒழுங்கமைப்பு மேலாண்மை.

Training—Training on "Engineering Matters for Non-Engineering Personnel" — Proposals—Approved.

(Routine) B.P. (Ch) No. 218 (Technical Branch) Dated 16—10—1996
Purattasi 30, Thadhu,
Thiruvalluvar Aandu 2027

Read : (1) (Per) B.P. (Ch) No. 163 (Tech. Branch) dt. 27—8—92.

(2) (Per) B.P. (Ch) No. 1 (Tech. Branch) dt 4—1—94.

Proceedings :

In B.Ps. cited first and second read above, approval was accorded for conducting training programme of 6 days duration on "Engineering Matters for Non-Engineering Personnel". Accordingly, 2 programmes were conducted as per B.P. first cited and 6 programmes as per B.P. second cited were conducted. In the above programmes, personnel from Accounts, Audit, Administration and Secretariat Branches in rank of Accounts Supervisor/Administrative Supervisor and above were participated. Chief Internal Audit Officer has requested to conduct the above programme for Audit personnel also. Hence, a proposal has been evolved for Audit and Accounts personnel initially. Similar proposal for Administrative and Secretariat Branches will be evolved separately. Now, this proposal has been evolved for 6 days programme for the personnel in Audit and Accounts Branch in the cadre of Assistant Administrative Officer and Assistant Audit Officer and above only. It is understood that having completed entry level programme for Junior Auditors, the Audit Branch is working on a separate proposal for organising Refresher Courses.

2. After careful consideration, approval is hereby accorded to conduct the programme on "Engineering matters for Non-Engineering Personnel in 6 batches at Staff Training College/Chennai-10 and to incur an expenditure of Rs. 21,000/- (Rupees Twenty one thousand only) as shown below :—

(a)	Honorarium for 18 (Eighteen) Guest lecturers at the rate of Rs. 180/- per session of 1 hr. (18 sessions x Rs. 180/-)	3,240.00
(b)	Lunch, snacks, Tea/coffee for 25 participants & 5 faculty (30 Nos. x Rs. 50/- x 6 days)	9,000.00
(c)	Preparation of course materials for 25 participants (Rs. 50/- x 25 participants)	1,250.00
(d)	Stationery items :— Folders, Writting Pads & Ball point pens etc. for 25 participants (Rs. 30/- x 25 participants)	750.00
(e)	Hall rent at Rs. 1,000/- per day for 6 days (Rs. 1,000/- x 6 days)	6,000.00
	Contingency	760.00
		21,000.00

(Rupees Twenty one thousand only)

3. The number of participants per batch will be 25. The course content for the above programme will be as per the Annexure enclosed.

4. Personal Assistant/Unit-II/Tech. Branch is authorised to open a temporary advance in the name of an Officer to be nominated by Deputy Director/Staff Training College/Chennai.

5. The expenditure sanctioned above is debitable to "TNEB Funds—Revenue expenses-76. Administration and General expenses-76-154. Training expenses-Training Programme for Board's Personnel".

(By Order of the Chairman)

V. R. Kothandaraman,
Chief Engineer/Research and Development.

Encl. :

Encl :

ANNEXURE

	Course content		No. of sessions
1.	Objectives and Functioning of TNEB	:	1
2.	Thermal Generation	:	1
3.	Hydro Generation	:	1
4.	Non-Conventional Energy Sources	:	1
5.	Transmission Lines Construction	:	1
6.	Functioning of Grid & Load Despatch	:	1
7.	Sub-station and equipments	:	1
8.	Distribution Network, Overhead and cable systems	:	2
9.	Meter and Metering Sets	:	2
10.	Computer Application in TNEB and H.T. billing	:	2
11.	Interpersonal Relations	:	2
12.	Project Planning and Implementation	:	1
13.	Work Ethics in Organisations	:	2
14.	Visit to MLDC/BBGTP/Korattur 230 KV SS	:	4
15.	Inaguration feed back and Validation	:	2
	Total	:	24

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Circular Memo. No. SE/IEMC/EE. 3/AEE. 1/F. Instructions/D. 560/96 (T.B.) dated 17—10—1996.

Sub : Electricity—Instructions issued not to accord approval above the Powers of Sanction of Chief Engineers and Superintending Engineers—Regarding.

Of late it is seen some of the Superintending Engineers/Electricity Distribution Circles and Chief Engineers/Distribution/Regions are granting approval eventhough the same is not within their Powers of sanction and afterwards seek approval and ratification. This kind of practice shall be curbed in toto in future.

It is therefore informed that Superintending Engineers/all Electricity Distribution Circles and Chief Engineers/Distribution all Regions not to assume the Powers of Members, Chairman and Boards and later seek approval and ratification.

Receipt of this memo may be acknowledged.

Om Kumar,
Chairman.

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T.N.E.B.—Calling for Open Tenders—Orders of the Government of Tamil Nadu—Relaxation—Regarding.

(Permanent) B.P. (FB) No. 230 (Technical Branch) Dated 17—10—96.
Iyppasi 1, Thadhu,
Thiruvalluvar Aandu 2026.

READ :

1. B.P. (Ch) No. 141 (Sectt. Br.) dt. 21—5—96.
2. Minutes of the 752nd meeting of the Board held on 8—8—1996.
3. Secretary to Government, Energy Department
   Lr. Ms. No. 134, dt. 14—10—96.

Proceedings :

The Tamil Nadu Electricity Board accords approval for the following :

(i) In respect of proprietory materials, emergent requirement of materials or emergent nature of works, Single Tender System may be adopted. The list of proprietory items will be approved by Board Level Tender Committee.

(ii) The orders for the proprietory items as per list to be approved by Tender Committee, materials required on an emergent basis and contract for emergent nature of works can be issued by Chief Engineers/Superintending Engineers as per monetary Power delegated in Tamil Nadu Electricity Board Tender Regulations 1991.

(iii) Limited Tender System may be adopted for procurement of materials of value upto Rs. 2 Lakhs per material per annum and execution of works contracts of value upto Rs. 2 Lakhs per item of works by issuing enquiries to all the registered suppliers/contractors.

(iv) A list of items to be procured by Superintending Engineers may be approved by Board Level Tender Committee.

(v) The copies of Order/Works contracts, issued under Single Tender System/Limited Tender System should be marked to Chief Engineer/Materials Management and sent immediately by name cover and Chief Engineer/Materials Management will put up the list of orders/works contracts to Tender Committee/Board for review.

(vi) The Chief Engineers will make necessary arrangements for registration of suppliers/ contractors by inviting proposals through leading newspapers.

(vii) The emergency purchase should be made only for Generation or Transmission with prior approval of the concerned Board Member. The Chief Engineer/Materials Management should monitor such purchases.

(By Order of the Board)

A Ramakrishnan,
Chief Engineer/Materials Management.

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Memo. No. 2623/DTS/A5/96—1, (Technical Branch) Dt. 18—10—96.

Sub : Training - Hydro Training Institute/Kuthiraikalmedu—Training programme on "Governing Systems" for AEEs & AEs working in Hydro Stations -Expenditure towards hall rent—sanction—Accorded.

1. (Rt) B.P. (Ch) No. 158 (TB) dt. 17—7—96.
2. DD/HTI/K.K. medu Lr. No. D. 1303/96 dt 18—9—96.

In continuation of the B.P. under reference first cited, sanction is hereby accorded for payment of hall rent of Rs. 1000/- per day for 3 days per batch.

The other terms and conditions of the above B.P. is unaltered.

(By Order of the Chairman)

V.R. Kothandaraman,
Chief Engineer / Research & Development.

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Memo. No. CFC/Rev/F20/D. 1107/96 (Accounts Branch) Dated 19—10—96.

Sub : Electricity—Payment of Low Tension CC charges for 10/96 for Karur—Karur Acquisition division area—Reg.

Ref : SE/Karur Letter No. Accts/File/C 1614/96 dt. 14—10—96.

The due date for payment of L.T. CC charges for the assessment made during 9/96 is 15—10—96. Due to the counting of local body election votes on 14—10—96 and 15—10—96 in Karur Municipal buildings (cash collection counter is located inside the Karur Municipal buildings) the Karur Acquistion consumers are not able to make payment on 14th and 15th October '96. Therefore the Low Tension consumers are permitted to pay their CC charges upto and inclusive of 16—10—96 without levying interest on delayed payment The disconnection for non-payment of CC charges of 9/96 assessment shall be effected on 17—10—96.

The receipt of this memorandum may be acknowledged to Chief Financial Controller/Revenue.

(By Order of the Chairman)

L. Ramachandran,
Chief Financial Controller/Revenue.

Chairman's Circular No CE/CHO/70153/96-1, dt. 21—10—'96

Sub : Negotiations with Tenderers for supply of materials/execution of works - Guidelines—Issued.

The annual expenditure on procurement of materials and execution of works is of a very large magnitude. It is therefore essential that we should obtain good value for money. Competitive bidding and transparent rules are still the best ways to obtain the best prices with the terms. However, there are many occasions when due to technological, historical or other considerations, the number of vendors is limited to a few or in some cases to one. In such cases, resorting to negotiations would be the better option to obtain the best terms.

2. The Guidelines for negotiations are furnished below :—

i) **Negotiations Defined :**

a) Negotiation is concerned with resolving a conflict between two or more parties, usually by exchange of concessions.

b) it is potentially beneficial activity for both the parties involving 'Give' and 'Take'.

c) Trust is a pre-requisite for negotiation.

ii) **A Skilled Negotiator :**

a) Skilled negotiators make better deals.

b) Negotiating skills can be acquired.

c) Good Negotiators should have —

Single-mindedness
Persistence
Preparation
Ambition
Flexibility within limits
Authority
Self-Confidence

iii) **Negotiation — A Necessity :**

a) People are afraid to negotiate because of fear of —

Personal Rejection
Being disliked
Making a fuss
Being considered bad mannered
Failure

b) Don't be afraid to negotiate.

c) The first offer you receive is rarely the best.

d) If you fail to negotiate, the other party will get away with a much better deal than what he deserves.

iv) **Axioms :**

a) Better deal is possible only if you ask for it.

b) The party conceding first will be less successful.

c) The party with high aspirations will gain more.

v) **Some Ground Rules :**

a) Prepare thoroughly.

b) All members to speak in one language, complement to each other.

c) Proposals advance negotiations.
Specific proposals help to focus the discussion; otherwise the discussions become general and tangential.

d) Proposals help to seize the initiative.
A realistic and timely proposal always helps to direct the discussion on the proposal.

e) Unrealistic proposals can be damaging.

f) The whole deal should be kept in mind.
All the aspects of a deal i.e , technical, financial etc., should be considered in their totality, as all aspects are inter-related.

g) Accept or give concessions, reluctantly.
While accepting or giving concessions, one should first show one's reluctance and then agree.

h) Save the hardest issues for last.
Classify all issues from simplest to hardest.
Discuss simple issues and give your acceptance and take the harder issues at the end.

vi) **Preparation :**

a) Preparation and planning must precede actual negotiations.

b) Preparation involves finding answers to —
Why are we entering into a negotiation, and
What will it really be about ?
With whom we will be negotiating ?
It is always better to know the background of the other party with whom we are negotiating.
What will be the style and range of objectives of the other party ?

What are our objectives/how are they to be valued, and in what order of importance are they to be ranked ?

It will be appropriate if adequate home-work is done for the objectives to be achieved and the methodology to achieve them.

When should be hold the negotiations and when we should not ?

How should we negotiate ?

The methodology to negotiate should be clear and simple.

What should be our choice of style ?

What is the market situation ?

Seller's or buyer's market ?

How high should we pitch our initial demand ?

One must be clear about initial demands and what variations are acceptable.

To what degree should we be prepared to modify these demands each time we are faced with counter - offers ?

What variables in our position are we prepared to exchange as concessions in return for any counter - offers and what are we not prepared to exchange ?

What order should we set for offering our concessions, and what else might we be prepared to include ?

Who do we need to include in our team, and what will their respective roles be?

Should our team include persons from technical, financial, and management backgrounds and have a predefined role for each of them.

Where do we want the negotiations to take place?

Do we want to meet on our grounds, or theirs, or on a neutral territory?

How much time will we need to reserve?

What assumptions have we made in our planning and how can we check their validity?

What will be our fallback position?

vii) **Do's in Negotiations :**

a) Establish an atmosphere of trust and respect.

b) Identify the decision maker on the otherside.

c) Identify problems early.

d) Be positive.

e) Make specific proposals.

f) Look for variables for trade – off.

g) Stay cool and calm.

h) Controlled anger is permitted to make a point.

i) Demand justification, break up from the other party.

j) Think clearly and talk clearly.

k) Be agile to catch the slightest movement on the other side.

l) Make little of your demands and vice - versa.
We should make it appear as if we are asking for small concessions and that the demands of the other party are large.

m) Summarise periodically to ensure proper understanding and to gain time, when needed

viii) **Don'ts in Negotiations :**

a) Don't provoke.

b) Don't interrupt, but listen.

c) Don't talk too much, to prevent inadvertent slips.

d) Don't show your hand completely; release concessions in stages obtaining equal concessions from the other side.

e) Don't be defensive.

f) Don't sound legalistic.

g) Don't fall for tangential issues.

h) Don't be trapped by emotional blackmail.
Withdraw, listen and suggest focus on non-emotional issues.

3. The above guidelines should be followed by all the Officers dealing with tenders.

4. This Circular should be acknowledged to the Chief Engineer/Chairman's Office.

Om Kumar,
Chairman.

Letter No. 40320—SS1/96—3 (S. 3) Dated 24—10—96.

Sub : Tamil Nadu Electricity Board—Deployment of Armed guards to vital instalations certain instructions issued by Director General of Police/Madras Copy communicated.

A copy of the instructions issued to all Superintendent of Polices by Director General of Police/ Madras in Circular Memo. No, 195499/FSSCR/3/92 dt. 9—10—96 in connection with deployment of Armed guards to the vital installaions of the Board is communicated for information.

K. Natarajan,
Inspector General of Police/Vigilance.

Encl :

Copy of G. No. 195499/FSSCR. 3/92 Dated 9—10—96 of Office of the Director General of 'Admiralty House' Govt. Estate, Madras—2.

CIRCULAR MEMORANDUM

Sub : Tamil Nadu Electricity Board—Vigilance Cell—Deployment of Armed guards to the vital installations—certain instructions issued—Reg.

Based on the Government orders, Armed Reserve guards are deployed to the Tamil Nadu Electricity Board to guard the vital installations. The cost of the guards are borne by the Electricity Board.

2. Instances have come to notice that the full compliment of the sanctioned strength of Armed guards are not provided to the vital installations of Tamil Nadu Electricity Board. It is noticed that the police personnel deployed for guard duty are not handing over their passports to the officers in-charge of security, are not wearing uniform always on duty and are not having rifles while on duty. Further they are not Fund in place allotted to them.

3. It is also reported that even though strength for the guard are not deputed in full as sanctioned by the Government, claims are preferred for full strength. The Electricity Board is reluctant to admit the claims whereas the guards are not provided in full sanctioned strength.

4. In the circumstances stated above, all Supdts. of Police are instructed to adhere the following instructions scrupulously so as to bring credit to the Police Department and to avoid unnecessary delay in settlement of guard charges.

5. To depute the full sanctioned strength for all guards for which claims are preferred.

(ii) To direct the guards concerned to hand over the passport to security co-ordinator who is a Dy. Supdt of Police of Tamil Nadu Special Police on deputation to the Tamil Nadu Electricity Board.

(iii) To sign the attendence Register kept by the security co-ordinator.

(iv) To be in uniform while on duty.

(v) To have their rifle with them while on duty.

(vi) To be in the posts allotted to them for duty.

Dy. Supdt. of Police, Armed Reserve, Inspector Armed Reserve and Sub Inspector Armed Reserve of Districts may be instructed to conduct surprise checks of all the guards provided at various points and submit their reports to the Supdts. of Police periodically.

5. Superintendents of Police are also requested to pay surprise visits to the places where cover the guards are provided for. They are requested not to give room for any complaint in this regards. Complaints received in this regard will be viewed seriously and disciplinary action will be taken against those erring officials.

6. Please acknowledge the receipt of this memorandum.

S. Ganapathy,
Addl. Director General of Police.
(Administration)

B. B. 12 (Oct. 96)

Circular Memo. No. SE/IEMC/EE3/AEE1/F. Instruction/D. 575/96 (Technical Branch) dt. 24—10—96.

Sub : Electricity—To prevent recurrence of non functioning of Section Office such as Athirampattinam in Thanjavur Electricity Distribution Circle reg.

Ref : Agenda No. 7 of T.N.E.B. Apex Level Joint Committee 35th Meeting held on 31—8—96.

It is reported that due to failure in power supply, the public had attacked the Assistant Engineer and Staff of the Section Office at Athiramapattinam. For the above reason, the section office at Athiramapattinam was not functioning for some days.

It is therefore Chairman has instructed that in such cases of unusal and untoward incidents occuring in Distribution side, the same shall be intimated through Fax to Member (Distribution). In the case of Generation, such incidents shall be brought to the notice of Member (Generation) through Fax.

The receipt of the circular memo may be acknowledged.

A. Chinthamani,
Member (Distribution).

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Vehicles—Departmental Vehicles—Amendment to the Rates for the use of Departmental Vehicles by the Officers for the trips from the place of residence to office and back—Orders of Government—Adoption by Board—Orders—Issued.

(Per.) B.P. (FB) No. 238 (Technical Branch) Dt. 24—10—96
Iyppasi 8, Thadhu,
Thiruvalluvar Aandu 2027.

Read :

1. B.P. Ms. No. 18 (Technical) Dated 23—8—79 and subsequent amendment issued in T.M. & CE/General's Memo. No. SE/RE & LL/ TO/F. 115/1/80, dt. 11—6—80.
2. B.P. Ms. (FB) No. 576 (Tech. Branch) dt. 8—11—86.
3. G.O. Ms. No. 1067 Home (Transport IV) Department dt. 13—7—93.
4. (Per) B.P. Ms. (FB) No. 272 (Tech. Br.) dt. 24—11—93.
5. Minutes of the 756th meeting of the TNEB held on 11—10—1996.

Proceedings :

1. Government of Tamilnadu in G.O. Ms. No. 896 Home (TR. IV) Department dt. 28—6—96 have issued orders for the amendment for the fixed charges for the use of departmental vehicles by the officers for the trips from the place of residence to office and back, for more than 16 Kms.

2. The Tamil Nadu Electricity Board has already issued orders vide permanent B.P. Ms. (FB) No. 272 (Technical Branch) dt. 24—11—93 regarding fixed charges for the use of officers of office vehicles between their places of residence and office to be collected at the following rates subject to the conditions mentioned below in (a) to (k).

I. In Chennai City :

Sl. No.	Distance between the place of residence and office	Monthly charges	Monthly fuel ceiling for each vehicle allowed both for private and official purposes
1.	Upto 8 Kms.	Rs. 125/-	100 litres
2.	Over 8 Kms. upto 12 Kms.	Rs. 150/-	125 litres
3.	Over 12 Kms. upto 16 Kms.	Rs. 175/-	150 litres

II. In the Moffussil Station :

Sl. No.	Distance between the place of residence and office	Monthly charges	Monthly fuel ceiling for each vehicle allowed both for private and official purposes
1.	Upto 4 Kms.	Rs. 60/-	50 litres
2.	Over 4 Kms. Upto 8 Kms.	Rs. 125/-	100 litres
3.	Over 8 Kms. Upto 12 Kms.	Rs. 150/-	125 litres
4.	Above 12 Kms. and Upto 16 Kms.	Rs. 175/-	150 litres

3. (a) Use of office vehicles for travel between the place of residence and office should not be made when the distance is more than 16 Kms.

(b) The deduction of fixed charges at the approved rates to be made from the monthly salary bills of the officers.

(c) Use of Board vehicles for these trips shall be permitted for whole month only and even if the vehicles are used for part of the month, recovery of charges at stipulated rates should be made for whole month only. However, in the event of the officer going on leave/tour, proportionate refund of the fixed charges can be allowed, provided the period of leave/tour is for five days (or) more (holidays excluded) in a month. Such refunds may be made on specific claims preferred by the officer concerned by means of short recovery in a succeeding month's salary of the concerned officer.

Proportionate refund of fixed charges shall also be allowed when the driver is on leave and the vehicle is not used for five days (or) more in a month (or) when the vehicle is at workshop for repairs for five days (or) more in a month as specific claims being preferred by the officer concerned.

(d) Apart from the purposes of trips from residence to office and back on payment of the charges at the approved rates and the purposes mentioned below, the use of vehicles for any other purpose should not be allowed.

(i) Trips for conference meetings, seminars etc. held in places other than their office premises and return to their places of residence out of office hours.

(ii) Trips to from Railway Station/Airport/Bus terminals from/to their places of residence (or) offices, while going on (or) returning from tours.

(iii) Trips to attend officials dinners/parties, functions for which the officers are invited by virtue of their official position.

(iv) Trips direct from place of residence to work sites and return trips from work sites, undertaken out of office hours.

(e) Any officer who is willing to pay the rates approved and make use of the office vehicles for trips from his residence to office and back must intimate to the concerned Head of Office, his option in writing, in advance that he desires to make such use of the vehicle. Similarly officers who wish to opt out of arrangement, should send advance intimation to the Head of office concerned. Head of offices will record their options to use office vehicles for such trips and add them to the concerned by books.

(f) Use of Board's vehicles (Car/Jeep/Van) for private purposes by officers and their family members can be permitted subject to the collection of hire charges at the rate of Rs. 3/- per KM. from the officer concerned.

(g) In certain remote areas where Hydro Power Houses and projects etc are situated, public conveyance may not be available. Hence in case of emergency and unavoidable necessity, use of Board's light vehicles (Car/Jeep/Van) by all employees of the Board and their family members, for the purposes that are not related to official duties, in special circumstances (i.e.) non-availability of public conveyances, Taxies etc., can be permitted subject to availability and levy of hire charges at Rs. 3/- per K.M. In extra ordinary circumstances where the above said light vehicles (Car/Jeep/Van)

are not available (or) under repairs, Board's heavy vehicles such as (Lorry/Tipper) School Bus etc can be permitted, in emergency conditions for non-duty trips by employees and their family members in camp areas of Hydro Generation circles as these are located in isolated places as a special case subject to availability and levy of hire charges at Rs. 3/- per K.M. in order to avoid hardship to the employees and family members in camp area of Hydro Generation Circles.

(h) The SE's concerned shall be personally responsible for allotment of the Board's vehicles for the purpose of non-duty journeys of the employees of the Board and their family members.

(i) The amount of levy of hire charges payable to the Board for the journeys performed (non-duty journeys) by the Board's employee's (or) by their family members, shall be remitted within three days from the date of utilisation of Board's vehicles. If the amount of hire charges is not remitted within the stipulated period, the concerned official will be liable for suitable D.P. and the amount of hire charges will be recovered from his next salary in lumpsum.

(j) The SE's concerned will be responsible for collection of hire charges for the use of Board's vehicles for private purposes by the employees of the Board and their family members.

4. In the G.O. Ms. No. 896 Home (TR iv) Department dated 28—6—96 the following are stated :

Due to acute congestion in city for securing accommodation etc., the Government has liberalised the House building advance rules and encouraged the officers to build houses in the outskirts of Madras city and other major cities in the state even exceeding 10 Kms, without prescribing any limit. Consequent on this, unmindful of these restrictions on use of official vehicles, many officers are living in the outskirts of city limits and on this account rejecting a privilege entitled to a heads of department may not be based on strong grounds.

5. The Govt. have the refore examined the proposal in detail as a general question in consultation with the Director, Motor vehicle Maintenance department and accordingly direct the following rates of fixed charges be collected from the officers for using the Govt. vehicles who are entitled to avail such concessions.

6. **In the City of Chennai** :

	Distance between the place of residence and office	Monthly charges	Monthly fuel ceiling for each vehicles (both for private and official purposes)
1.	Upto 8 Kms.	Rs. 125/-	100 litres
2.	Over 8 Kms. upto 12 Kms.	Rs. 150/-	125 litres
3.	Over 12 Kms. upto 16 Kms.	Rs. 175/-	150 litres
4.	Over 16 Kms. and upto 20 Kms.	Rs. 225/-	160 litres
5.	Over 20 Kms. and upto 25 Kms.	Rs. 300/-	170 litres

7. The above order shall be effected from the date of issue of B.P.

(By Order of the Board)

A. Ramakrishnan,
Chief Engineer/Materials Management.

Electricity—Collection of Uniform Infrastructure Facility Charges from Private Wind Mill Devalopers—Revised.

Per. B. P. (FB) No. 251 (Technical Branch) Dated the 28—10—96
Ippasi, 12, Thadhu.
Thiruvalluvar Aandu 2027.

Read :

1. (Permanent) B.P. (FB) No. 236 dt. 11—8—94.
2. The minutes of the 756th Board Meeting held on 11—10—96.

Proceedings :

1. In the reference cited 1st above Board has ordered that an uniform charge of Rs. 10 lakhs (Rupees ten lakhs) per MW might be collected from the private wind mill developers proportional to their installed capacity of wind electric generators towards provision of infrastructure facilities like transmission lines and sub-stations

2. It has been decided in the 756th Board meeting held on 11—10—96 that a sum of Rs. 15 lakhs (Rupees fifteen lakhs) per MW instead of Rs. 10 lakhs (Rupees ten lakhs) should be collected from the private wind mill developers towards the provision of infrastructure facilities.

3. In the light of the above, a sum of Rs. 15 lakhs (Rupees fifteen lakhs) per MW may be collected from the private wind mill developers, proportionate to their installed capacity of wind electric generators towards provision of infrastructure facilities, nearest to thousands.

(By Order of the Board)

V.R. Kothandaraman,
Chief Engineer/Research & Development.

●●●

Acquisition of Land for the Establishment of Wind Farm Substations—Direct Purchase of Land through Privatie Negotiations—Delegation of Pewers - Approved.

(Permanent) B. P. (Ch.) No. 315 (Technical Branch) Dated 31—10—96
Ippasi, 15, Thadhu.
Thiruvalluvar Aandu 2027.

Read :

(1) Permanant B.P. (F.B.) No. 90 (Technical Branch) dt. 23—3—96.

1.0 Tamil Nadu Electricity Board in the above cited B. P. have delegated Powers to Chief Engineer/Transmission, Chennai to sanction the amount Rs. 20 lakhs towards the purchese of land for the substations coming under T & D Programme through Private negotiations on recommendations of regional level committee.

2.0 Similarly, for establishing the wind farm substations, Chairman, T.N.E.B, has approved to purchase the land through private negotiations by the concernec Chief Engineer who is incharge of Non cenventional Energy Sources (Presently Chief Engineer/R&D. Chennai) and delegated powers to sanction upto Rs. 20 lakhs on recommendations from Field Officers under the following conditions.

(a) Cost of the land is below the assessed value by Revenue Officers and guideline value of Registrar of that area.

(b) Cost of the land is below Rs. 20 lakhs exclusive of other charges like legal fees, registration charges etc.

(c) The land proposed for purchase is used exclusively for Wind farm substations, quarters for operating staff and office building for maintenance AES/JES for the substations.

3·0 If the land value exceeds beyond Rs. 20 lakhs, the matter may be placed before the Board for sanction.

(By Order of the Chairman)

V. R. Kothandaraman,
Chief Engineer/R & D

Chairman's Circular No:CE/CHO/72134/96-1 dated 31—10—'96.

Sub : Complaints from consumers on failure of supply—prompt action to be taken Regarding.

Complaints from consumers on the failure of power supply and delay in restoration of supply are on the increase. All the officers upto the level of Assistant Engineer/Junior Engineer should take concerted efforts to minimise the number of failures and also reduce the duration of the power supply failures by taking prompt action to restore the suppy. The grievances of the consumers may be heard during the periodical **'Grievance Day Meetings'**, held by Executive Engineers and Superintending Engineers and effective steps are to be taken for redressal of grievances and also to avoid recurrence of grievances. The consumers should be informed about holding of **'Grievance Day Meetings'**, on specified days, by giving wide publicity through local news papers.

All the Assistant Executive Engineers, Assistant Engineers and Junior Engineers incharge of Distribution should be advised to be more responsive to the complaints of the consumers and take remedial measures then and there to boost the image of the Board.

Om Kumar,
Chairman.

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