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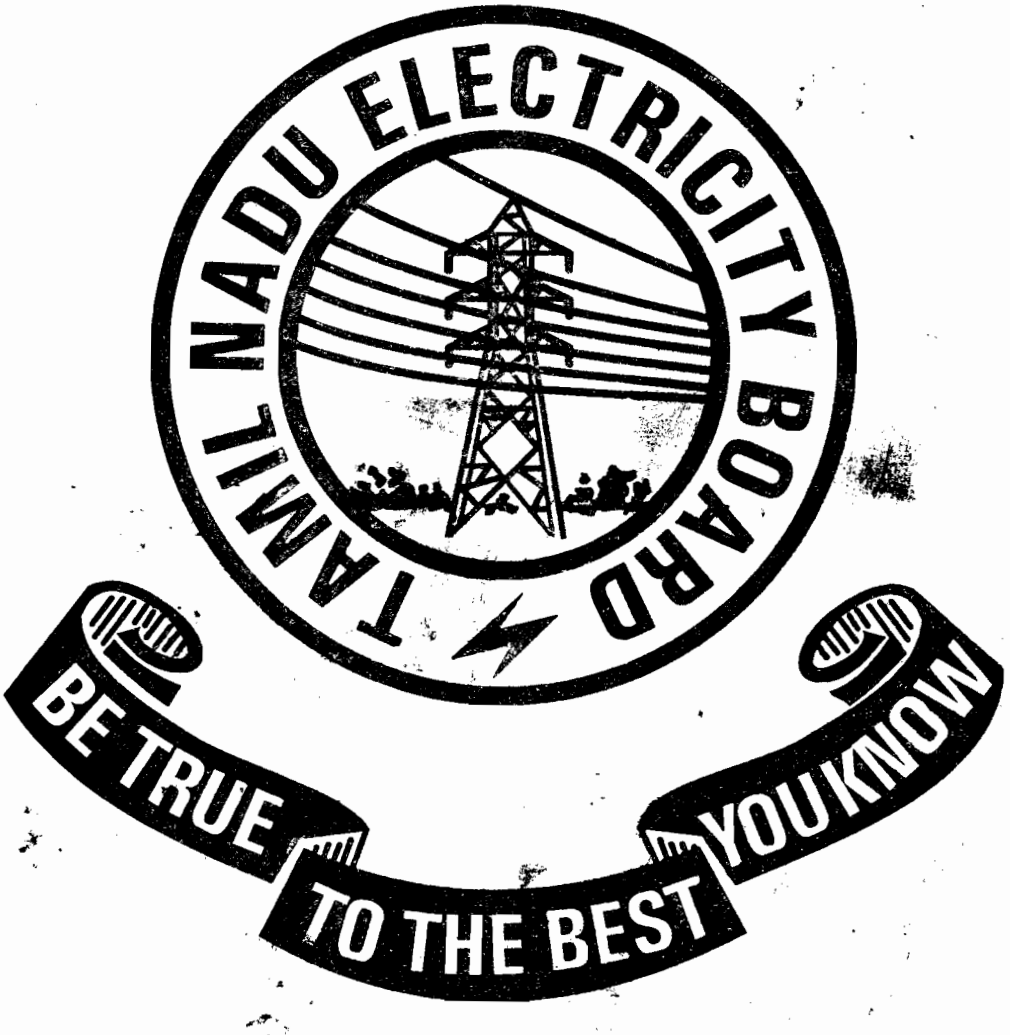
TAMIL NADU ELECTRICITY BOARD BULLETIN

Vol. XXIII *JANUARY 2004* *No. 1*



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TAMIL NADU ELECTRICITY BOARD

BULLETIN

JANUARY, 2004

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NEWS & NOTES

PART – I

I. Generation Particulars:

The Generation/relief figures for January, 2004 were as follows:

Sl.No.	Particulars	January, 2004 (in Million Units)
I.	**TNEB GENERATION (Gross)**	
	i) Hydro	156.760
	ii) Thermal	1737.933
	iii) Gas	160.481
	iv) Wind & Solar	0.756
	TNEB TOTAL	**2055.930**
II	Net Import from CGS & other regions (Excluding Pondy & Kerala Export)	**1630.507**
III	**PURCHASES**	
	i) IPP	409.616
	ii) Windmill Private	88.779
	iii) Cogeneration (Provisional)	41.000
	iv) Others (TCPL, HITECH, MRL)	47.755
	TOTAL	**587.150**
IV	**TOTAL** (Gross generation + Net import + Purchases)	4273.587
V	Less energy used for Kadamparai pump	57.416
		4216.171
VI	**AVERAGE PER DAY**	**137.858**
VII	**DETAILS OF NET PURCHASES FROM CGS:**	
	1) Neyveli TS-I	354.241
	2) Neyveli TS-I Expansion	161.053
	3) Neyveli TS-II	679.809
	4) MAPS	102.317
	5) NTPC)	
	6) KAIGA)	
	7) Eastern Region)	817.828
	8) Kayankulam)	
	9) Less Export to Kerala & Pondy	538.741
	10) Export to Neyveli TS II Mines	0.000
	TOTAL NET PURCHASES	**1630.507**
VIII	**DETAILS OF PURCHASES FROM IPPs**	
	1) GMR	82.593
	2) SPCL	40.788
	3) MPCL	42.158
	4) PPN	124.440
	5) ST-CMS	119.637
	TOTAL	**409.616**

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IX **DETAILS OF OTHER PURCHASES**

1)	Wind Mill Private	88.779
2)	Co generation	41.000
3)	HITECH	2.663
4)	TCPL	43.343
5)	MRL	1.749
	TOTAL	**177.534**

X Maximum Grid demand (excluding of wind mill and Co-generation) and consumption during January 2004 were 6884 MW at 49.36 Hz on 30.01.2004 & 140.886 MU on 30.01.2004.

II. Storage Position:

The Storage position in various reservoirs as on 01.02.2004 when compared to the storage as on 01.02.2004 was as follows:-

Sl. No.	Name of the Group	As on 01.02.2004	As on 01.02.2003	Difference
1.	Nilgiris	516.650	508.690	7.96
2.	P.A.P	36.780	68.970	(-) 32.190
3.	Periyar	9.420	9.420	0.000
4.	Papanasam & Servalar	8.330	14.610	(-) 6.280
5.	Suriliyar	27.560	23.410	4.150
6.	Kodayar	83.840	69.900	13.940
7.	**Total Excluding Mettur**	**682.580**	**695.000**	**(-) 12.420**
8.	For Mettur	3.680	1.780	1.900

III. Performance of Thermal Stations:

i) Tuticorin (5 x 210 MW):

The details of generation at Tuticorin T.P.S. during January, 2004 were as follows:

	Unit	Availability Factor (%)	Generation (in MU)	Plant Load Factor (%)
I	(210 MW)	----	----	- ---
II	(210 MW)	97.10	156.60	100.20
III	(210 MW)	98.20	157.27	100.70
IV	(210 MW)	98.60	156.73	100.30
V	(210 MW)	99.50	160.66	102.80
	STATION	98.35	631.31	101.00

ii) Mettur (4 x 210 MW):

The details of generation at Mettur T.P.S. during January, 2004 were as follows:

	Unit	Availability Factor (%)	Generation (in MU)	Plant Load Factor (%)
I	(210 MW)	96.64	151.194	97.77
II	(210 MW)	100.00	158.017	101.14
III	(210 MW)	94.74	150.104	96.07
IV	(210 MW)	82.37	129.641	82.98
	STATION	93.44	588.956	94.24

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iii) North Chennai (3 x 210 MW):

The details of generation at North Chennai T.P.S. during January, 2004 were as follows:

	Unit	Availability Factor (%)	Generation (in MU)	Plant Load Factor (%)
I	(210 MW)	90.60	131.975	84.47
II	(210 MW)	99.05	148.870	95.28
III	(210 MW)	100.00	149.885	95.93
	STATION	96.55	430.730	91.89

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

The details of generation at Ennore T.P.S. during January, 2004 were as follows:

	Unit	Availability Factor (%)	Generation (in MU)	Plant Load Factor (%)
I	(60 MW)	94.00	27.902	62.50
II	(60 MW)	--	--	--
III	(110 MW)	36.90	19.023	23.20
IV	(110 MW)	--	--	--
V	(110 MW)	70.20	40.012	48.90
	STATION	38.70	86.937	41.7

IV. Coal Particulars for January, 2004:

Sl.No.	Particulars	Tuticorin TPS	Mettur TPS	North Chennai TPS	Ennore TPS
1.	Coal Linkage (in lakh tonnes)	4.30	4.30	3.20	1.60
2.	Coal Receipt (in lakh tonnes)	4.99	3.27	3.47	0.51
3.	Coal Consumption (-do-)	3.96	4.16	3.25	0.85
4.	Coal stock as on 01.02.2004(in lakh tonnes)	2.73	1.61	1.99	0.62
5.	Specific Coal consumption Kg./ug.)	0.628	0.706	0.755	0.979

V. Auxiliary consumption and oil consumption during January, 2004:

Details	Name of the Thermal Power Station			
	Tuticorin TPS	Mettur TPS	North Chennai TPS	Ennore TPS
Specific Oil consumption (ml/ug)	0.770	0.499	3.990	11.000
Auxillary consumption %	7.700	7.550	8.610	14.900

S. Mookandi,
Executive Engineer/Chairman's Office.

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The following are the details of posts Created, Abolished, Upgraded and Downgraded during the month of January, 2004.

P. Ponnambalam,
Chief Engineer/Personnel.

POSTS CREATED

Sl. No.	Reference in which the posts were created	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.(Ch.) No.4, (S.B.), dt.07.01.2004.	NCTPS} TTPS } ETPS }	Security Officers	3	From Retired Military Officers on contract basis.	For a period of one year from the date of utilisation.
2.	(Per.) B.P.(Ch.) No.9, (S.B.) dt. dt. 08.01.2004.	CE/N.C.E.S.	A.E.E./ El.	1	As ordered by the Chairman	For a period up to 28.2.2005.
3.	(Per.) B.P.(Ch.) No.4, (Adm.Br.), dt.09.01.2004.	Cuddalore EDC	AE/JE (El) I Gr. J.E. (E) II Gr. Line Inspector Helper Total	1 4 4 1 10	Posts sanctioned in various categories to the 110/ 22 KV (Non-Grid) Sub-station at Nallathur in Cuddalore EDC.	For a period of one year from the date of utilisation of the posts.
4.	(Per.) B.P.(Ch.) No.7, (Adm. Br.), dt.19.01.2004.	Chennai EDC/ North.	Switch Board Operator/Line Inspector Helper Total	4 4 8	Creation of these posts are for utilisation in 33/11 KV SS at Thiruvellavoyal.	For a period of one year from the date of utilisation of the posts.
5.	(Per.) B.P.(Ch.) No.12, (S.B.) dt.21.01.2004.	B.O.S.B./ Chennai	Section Officer	1	As ordered by the Chairman.	For a period up to 31.1.2004.
6.	(Per.) B.P.(Ch.) No.21, (Adm.Br.), dt. 28.01.2004.	W.E.D.C./ Thirunelveli	AE/JE/El. I Gr. JE/El. II Gr. L.I. Helper Total	1 4 4 1 10	Posts sanctioned in various categories to the 110/22 KV (Non-Grid) Sub-Station at Thungavi in WEDC/Tirunelveli.	For a period of one year from the date of utilisation of the posts.
7.	(Per.) B.P.(Ch.) No.14, (S.B.), dt. 29.01.2001	B.O.Audit Br.	Internal Audit Officer Asst. Audit Officer Auditor Total	1 1 1 3	Exclusively to the pension area so as to attend the work of pension cases.	For a period up to 28.02.2005.
8.	(Per.) B.P.(Ch.) No.23, (Adm.Br.), dt. 29.01.2004.	P & C/ Coimbatore	Heavy Vehicle Driver	1	Consequent on abolition of one post of Senior Driver and two posts of Lorry Driver.	For a period up to 28.02.2005 from the date of utilisation of the posts.

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POSTS ABOLISHED

Sl. No.	Reference in which the posts were abolished	Name of the Circle	Name of the Post	No. of Posts	Purpose for which the posts were abolished	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	(Per.) B.P.(Ch.) No.2, (S.B.), dt. 05.01.2004.	Kadamparai Gen. Circle (Navamalai Civil Dn.)	E.E./Civil Draughtsman Typist Jr. Asst. Total	1 1 1 1 4	As Ordered by the Chairman.	With immediate effect.
2.	(Per.) B.P.(Ch.) No.8, (S.B.), dt. 08.01.2004.	I.M.C.S. (N.C.E.S.)	E.E./El. A.E.E./El. Accts. Officer S.O./BOSB Typist/BOSB O.H./BOSB Total	2 1 1 1 1 1 7	As ordered by the Chairman.	With immediate effect.
3.	(Per.) B.P.(Ch.) No.3, (Adm.Br.), dt.09.01.2004.	CE/Information Technology (Computer Centre)	Typist	2	Consequent on the upgradation of one post of Typist as Assistant and also abolishing one post of Typist additionally.	
4.	(Per.) B.P.(Ch.) No.11 (S.B.) dt.21.01.2004.	Vigilance Unit/Chennai	Police Constable	5	Consequent on the upgradation of five posts of Head Constables.	From the date of utilisation of upgradation of posts.
5.	(Per.) B.P.(Ch.) No.14, (S.B.), dt. 29.01.2004.	Concurrent Audit Party/ Masinagudy	Internal Audit Officer Asst. Audit Officer Auditor Total	1 1 1 3	Consequent on the creation of three posts in Masinagudy.	With immediate effect.
6.	(Per.) B.P.(Ch.) No.23, (Adm.Br.), dt. 29.01.2004.	P & C/ Coimbatore	Sr. Driver Lorry Driver Total	1 2 3	Consequent on the creation of one post of Heavy Vehicle Driver	Shall be abolished on the date of utilisation of one post of Heavy Vehicle Driver.

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POSTS UPGRADED

Sl. No.	Reference in which the posts were upgraded	Name of the Circle	Name of the Post	No. of Posts	Purpose for which the posts were upgraded	Remarks
1.	(Per.) B.P.(Ch.) No.3, (Adm. Br.), dt. 09.01.2004.	CE/Information Technology (Computer Centre)	Assistant	1	Consequent on the abolition of two posts of Typist.	–
2.	(Per.) B.P.(Ch.) No.11, (S.B.), dt. 21.01.2004.	Vigilance Unit/ Chennai	Head Constables	5	Consequent on the abolition of five posts of Police Constables.	For a period up to 28.02.2005 from the date of utilisation of posts.

POSTS DOWNGRADED

–NIL–

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GENERAL ADMN. & SERVICES

PART – II

Memo No.07743/DTD/N21/N212/2003, (Technical Branch), dated 24.12.2003.

Sub: Training - Apprenticeship Training under apprentices (Amendment) Act 1973 - Engagement of Engg. Graduate & Technicians (Diploma Holders) as Apprentices in TNEB for the year 2003-04 - Allotment of Candidates to GCC wing, P & C Circle & LD & GO Circle - Approval Accorded - Reg.

Ref: (Per) BP (Ch)No.370 (Tech.Br), Dt. 19.11.2003.

In partial modification to the B.P cited, the following amendment is issued.

AMENDMENT

In Para VIII of the B.P cited, the following may be included.

VIII(i).The selected apprentices in the field of a) Electronics & Communication & b) Instrumentation may be allotted to the respective P & C Circles. In addition, 3 (Three) candidates of Diploma in Electrical & Electronics Engg may be allotted from each Distribution Region to the respective P & C circle.

VIII(iv).The selected apprentices in the field of Electrical & Electronics Engg may be allotted to the Load Despatch & Grid Operation Circle @ Four candidates from each region instead of 2 (Two) candidates each from Chennai/Distribution/North & South and 1 (One) candidate of Diploma in EEE may be allotted from Madurai & Erode regions to the Sub-load Despatch Centres/Madurai & Erode respectively.

VIII(v).The selected apprentices in the field of Electrical & Electronics Engg may be allotted to the General Construction Circle as furnished below

Sl.No.	Distribution Region	Genl.Constn.Circle	No.of Apprentices
1.	Chennai	Chennai	06
2.	Erode	Salem	04
3.	Coimbatore	Coimbatore	06
4.	Trichy	Trichy	04
5.	Villupuram	Trichy	02
6.	Madurai	Madurai	04
7.	Tirunelveli	Madurai	03
8.	Vellore	Salem	03

All other terms & conditions of the B.P remain unaltered.

(By Order of the Member (Generation))

P. Ponnambalam,
Chief Engineer/Personnel.

* * *

Establishment - Tamil Nadu Electricity Board - Abolition of Intelligence Wing - Abolition - Orders - Issued.

(Per.) B.P. (Ch.) No.272 (Secretariat Branch) Dated: 24.12.2003.
Margazhi 9, Subhanu,
Thiruvalluvar Aandu 2034.

Read:

i. (Per.) B.P. (Ch) No.307 (S.B) dt. 19.12.2001.
ii. From the A.D.G.P./Vig. U.O.Note No.45086/B10/B102/03-2, dt. 15.12.2003.

Proceedings:-

The Tamil Nadu Electricity Board hereby, directs that the Intelligence Wing formed in the Boards Proceedings cited be abolished with effect from 31.12.2003 A.N. Consequent on abolition of intelligence wing,

one post of Assistant Engineer/Electrical and one post of Inspector of Police shall also be abolished with effect from 31.12.2003 A.N.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-Charge).

* * *

Electricity - House Rent - Rates of rent for the Board's rental quarters at Mettur Dam - Recovery of rent at the old rate existed prior to 1.4.98 - Consideration - Orders - Issued.

(Per) B.P. (Ch.) No.1 (Secretariat Branch) Dated 5th January, 2004, Marghazhi 21, Subhanu, Thiruvalluvar Aandu - 2034.

Read:

1) G.O. Ms. No. 162, Finance (Pay Cell) Department, dated 13.4.98.
2) (Per) B.P. (FB) No.48 (SB) dt. 9.7.2001.
3) Bd's Memo No.124616/A3/A32/2001-8, dt. 8.11.02.
4) From Chief Engineer/Transmission/Chennai-2 O.O.No.5060/CE/TR/APO/S/A5/F.R.Q/2003-1, dated 5.7.03.
5) From Superintending Engineer/Mettur Elecy.Distn.Circle/Mettur D.O.Lr.No.176/Adm.4(4)/2003, dt.19.11.03 addressed to Chief Engineer/Distn./Erode and copy marked to Secretary/Chennai-2.
6) From Chief Engineer/Distn. /Erode Region Lr.No.01540/661/E3/2003-7, dated 18.12.03.

Proceedings:-

In the G.O. first cited, the Government of Tamil Nadu have revised the rates of rent recoverable from the Government employees who occupied the Government rental accommodation consequent on the implementation of the revised scale of pay with effect from 1.1.96. In the said orders among other things, it was also ordered that the revised rates of rent shall be effective from 1.4.98 onwards. The recovery of rent already made at old rate with effect from 1.1.96 to 31.3.98 needs no revision after fixation of pay in the revised scales of pay.

2. Consequent on the issue of orders for revision of scale of pay to the employees of the Board with effect from 1.12.96, the Board also revised the percentage of rent recoverable from the employees of the Board who occupied the Board's rental quarters by adopting the Government orders referred in para-1 above with effect from 1.4.98.

3. While implementing the orders mentioned in para-2 above, representations were received from the unions on behalf of the employees who occupied the Board's Quarters at Mettur Dam to continue to recover the rent at the old rate prescribed prior to 1.4.98 in view of the following reasons:-

1. The Board's quarters were constructed at Mettur during 1927-32 for which the life period was already over.
2. No special repairs were undertaken on the Mangalore Tiled houses except minor maintenance.
3. The quarters are not having the facilities for the present day situation and not safe for living condition.

4. After obtaining remarks from the Chief Engineer/Distribution/Erode and Chief Engineer/Civil Designs, Chennai on the representation mentioned above, the request was examined in detail and the following instructions were issued and Chief Engineer/Distn./Erode Region in the reference 3rd cited.

1. Recovery of Rent from the employees who occupied the Board's quarters on rental basis should be made only in accordance with (Per) B.P. (FB) No.48 (SB) dated 9.7.2001.

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2. The representation made by the occupants of the quarters that it is not appropriate to collect two different rate of rent from the occupants of the quarters situated in one and the same place is not acceptable.

3. Necessary action be taken to repair the 249 old quarters and to vacate the occupants from the quarters which are not safe for occupation.

5. Subsequently, representations from the various unions on behalf of the employees of Mettur Workshop Circle who occupied the rented quarters at Mettur Dam were received to reconsider the instructions mentioned in para-4 above. The Superintending Engineer/Mettur Workshop Circle in Lr.No.271/தபஅ/ Asst.1/F.R.Qrs/2003, dated 28.2.2002 furnished the following additional information for reconsideration:-

1) The quarters at Mettur Workshop Circle are not in good condition and due to paucity of funds, it is not being maintained properly and the employees staying at the quarters are living with many difficulties.

2) If the rent is refixed the employees now occupied the quarters may vacate the same which is now in a dilapidated condition, due to this the Board will lose the revenue towards rent collected from employees. Apart from this the Board will have to incur additional expenses towards payment of House Rent Allowance.

The above proposal was recommended by the Chief Engineer/Transmission & Member (Distribution). After approval by the Chairman on the above recommendations the Chief Engineer/Transmission in his Office Order fourth cited has issued orders permitting the Superintending Engineer/Mettur Workshop Circle to continue to collect the existing rate of rent from the employees employed in Mettur Workshop Circle who occupied the Board's rental quarters at Mettur and also ratified the action of the Superintending Engineer/ Mettur Workshop Circle in having continued the recovery of the rent at the existing rate prior to 1.4.98.

6. After the issue of orders mentioned in para-4 above, further representations were received from the unions on behalf of the employees of Mettur Electricity Distribution Circle who occupied the rental old quarters at Mettur and requested to continue to recover the old rate of rent existing prior to 1.4.98 in their cases also as is being done in the case of Mettur Workshop Circle employees.

7. The above request was examined as the reason for collecting the existing rate of rent mentioned in para-5 above from the employees of Mettur Workshop Circle will also hold good in the case of Mettur Electricity Distribution Circle since they are also residing in the same locality. If the requests are not considered, it will lead to discrimination in collecting two different rate of rent in one and the same area.

8. In supersession of the orders issued earlier in Board's Memo. third cited, the Board hereby permits the Superintending Engineer/Mettur Electricity Distribution Circle also to collect the existing rate of rent (i.e. the rate of rent existing prior to 1.4.98) from the employees who occupied the old rental quarters at Mettur as was done in the case of employees of Mettur Workshop Circle and the action of the Superintending Engineer/Mettur Electricity Distribution Circle in having recovered the old rate continuously is also ratified.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-charge).

* * *

Establishment - Abolition of one Civil Division at Navamalai in Kadamparai Generation Circle - Orders - Issued.

(Per) B.P. (Ch.) No.2. (Secretariat Branch) Dated 5th January, 2004, Maarghazhi 21, Subhanu Varudam, Thiruvalluvar Aandu 2034.

Read:

1. Board Office Administrative Branch. Memorandum (Per).No.133085/G36/G361/ 2002-2, dt.31-5-2003.
2. Board's Lr.No.109434/A23/A231/2003-1, dt. 27-11-03.
3. From Superintending Engineer/Kadamparai Generation Circle, Lr.No.2032/ Adm.I/A2/F.PS/03, dt.9-12-03.

Proceedings:-

The Tamil Nadu Electricity Board hereby directs that one Civil Division at Navamalai in Kadamparai Generation Circle be abolished with immediate effect.

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2. Consequent on the orders issued in para 1 above, the following staff shall be abolished with immediate effect:-

Executive Engineer/Civil	:	1
Draughtsman	:	1
Typist	:	1
Junior Asst.	:	1
Total	:	4

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-Charge).

* * *

Establishment - Thermal Stations - Creation of post of Security Officers from Retired Military Officers on contract basis - Orders - Issued.

(Per.) B.P. (Ch.) No.4, (Secretariat Branch) Dated 7th January, 2004, Maarghazhi 23, Subhanu Varudam, Thiruvalluvar Aandu 2034.

Proceedings:

Sanction is accorded for creation of three post of Security Officers on contract basis for a period of one year from the date of utilisation on lumpsum payment of Rs.10,000/-(Rupees ten thousand only) per month for each post in North Chennai Thermal Power Station, Ennore Thermal Power Station and Tuticorin Thermal Power Station.

2. The orders shall take effect from the date of utilisation of the Post.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-Charge).

* * *

Establishment - Thermal Stations - Creation of post of Security Officers - Appointment from Retired Military Officers on contract basis - Orders - Issued.

(Per.) B.P. (Ch.) No.5, (Secretariat Branch) Dated 7th January, 2004, Maarghazhi 23, Subhanu Varudam, Thiruvalluvar Aandu 2034.

Read:

(Permanent) B.P. (CH)No.4, (SB) dated 7-1-2004.

Proceedings:-

Consequent on the creation of three posts of Security Officers, in the B.P. cited, the Tamil Nadu Electricity Board hereby directs that the following retired Military Officers be appointed as Security Officers on contract basis on lumpsum payment of Rs.10,000/- (Rupees ten thousand only) per month for a period of one year from the date of their appointment in the three Thermal Power Stations noted against each:-

1. IC 27060 Y Lt.Col. P.Balakrishnan House No.38151, No.35, Asad St., GKM Colony, Villivakkam, Chennai-82. — North Chennai Thermal Power Station.

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2.	17995-H, Sqn.Ldr.KBR Kariappa, No.8, Sree Ranganathan Nagar Selaiyur, Chennai-600 073.	Ennore Thermal Power Station.
3.	SL.3699 P Capt.Sankarappan Gengiah Kodangal Village, Kadambur Post, Kovilpatti TK. -Tuticorin -628 714.	Tuticorin Thermal Power Station.

2. The Chief Engineers/Thermal Stations are requested to intimate the date of joining duty of Security Officers to Secretary/Tamil Nadu Electricity Board. The Chief Engineers are also directed to claim the lumpsum monthly salary of Rs.10,000/- (Rupees ten thousand only) p.m. to the above retired Military Officers on their assumption of charge as Security Officers.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-Charge).

* * *

Establishment - Abolition of In-house Management Consultancy Services wing - Orders - Issued.

(Permanent) B.P. (Ch.) No.8, (Secretariat Branch) Dated the 8th January, 2004, Marghazhi 23, Subhanu Varudam, Thiruvalluvar Aandu - 2034.

Proceedings:-

The Tamil Nadu Electricity Board hereby directs that the In-house Management Consultancy Services wing under the control of Chief Engineer/Non Conventional Energy Sources be abolished with immediate effect.

2. Consequent on the abolition of In-house Management Consultancy Services wing in para 1 above, the following posts shall be abolished with immediate effect:-

i)	Executive Engineer/Elecl.	: 2 (two)
ii)	Asst. Exe. Engineer/Elecl.	: 1 (one)
iii)	Accounts Officer	: 1 (one)
iv)	Section Officer/BOSB,	: 1 (one)
v)	Typist/BOSB	: 1 (one)
vi)	Office Helper/BOSB	: 1 (one)
	Total	: 7 (Seven)

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-charge).

* * *

Memorandum No.116517/A18/A181/2003-1, (Secretariat Branch), dated 8.1.2004.

Sub: Establishment - Tamil Nadu Electricity Board - Voluntary Retirement of employees - Accepting Notice for Voluntary Retirement - Fulfilling of conditions stipulated under Regulation 17 (gg) (e) of Tamil Nadu Electricity Board Service Regulations - Instructions reiterated by the Government - Copy communicated.

Ref: i) Memo. (Per.) No.1281/P1/96-1, dated 21.6.1996.
ii) Memo. (Per.) No. 46658/P1/98-1, dated 25.2.1999.
iii) Government P&AR (FR-III) Department Letter No. 50478/FR-III/ 2003-1, dated 14.11.2003.

In continuation of the Board's Memorandum (Per.) first and second cited, a copy of the Government's Letter third cited is communicated to all Officers of the Board for strict adherence while dealing with the cases

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of Board employees giving notice of Voluntary Retirement under Regulation 17 (gg) of Tamil Nadu Electricity Board Service Regulations.

2. The receipt of this memorandum shall be acknowledged.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-Charge).

Encl:

Copy of Letter No.50478/FR-III/2003-1, Dated 14.11.2003 received from Tmt.Lakshmi Pranesh, I.A.S. Chief Secretary to Government, Government of Tamil Nadu, Personnel and Administrative Reforms (F.R-III) Department, Secretariat, Chennai-9. addressed to All Secretaries to Government, Chennai-9, All Departments of Secretariat, Chennai-9, All Heads of Departments, etc.

Sub: Public Service - Voluntary Retirement - Accepting Notice for Voluntary Retirement - Fulfilling of conditions stipulated under FR 56 (3) (e) - Instruction - Issued.

Ref: 1) G.O. Ms.No.350, Personnel and Administrative Reforms (FR.Spl) Department, dated 7.10.1991.
2) G.O. Ms. No.376, Personnel and Administrative Reforms (FR.III) Department, dated 11.12.1993.
3) Government Letter No.77839/FR-III/97-1, Personnel and Administrative Reforms Department, dated 2.6.1998.

As per the provisions under rule 56 (3) (a) of Fundamental Rules, a Government servant, who has attained the age of 50 years or who has completed 20 years of qualifying service, may retire from service voluntarily, by giving a notice not less than three months in writing direct to the appointing authority. The notice for voluntary retirement given by the Government servant shall be accepted by the appointing authority subject to fulfilling of the following conditions stipulated under rule 56 (3) (e) of Fundamental Rules.

i) that no disciplinary proceedings are contemplated or pending against the Government servant.

ii) that no prosecution is contemplated or pending in a court of Law against the Government servant.

iii) that no inquiry is contemplated or pending against the Government servant in the records of DVAC.

iv) that no dues which cannot be recovered from the DCRG are pending to be recovered.

v) There should not be any contractual obligation to serve the Government.

2. It has been brought to the notice of the Government that a Government servant was allowed to retire voluntarily from service when a criminal case and also a proposal for sanction of prosecution were pending against him. Despite the statutory provisions under rule 56 (3) (e) of Fundamental Rules and specific instructions. Government have occasion to come across cases allowing Government servants to retire from service voluntarily which is against the statutory provisions and violative of instructions issued by the Government.

3. The Government have examined the matter in detail. It is considered necessary to reiterate the existing conditions statutorily provided in Fundamental Rule 56 (3) (e) and instructions pertaining to acceptance of notice for voluntary retirement. It is obligatory on the part of the appointing authority that, before accepting the notice and allowing the Government servant to retire from service voluntarily he should ensure whether the Government servant satisfies all the statutory conditions stipulated under Fundamental Rule 56 (3) (e). It is necessary to obtain a report from the DVAC to ensure that no vigilance inquiry is contemplated or pending against the Government servant. Before accepting the notice for voluntary retirement or before allowing a Government servant to retire on superannuation, the appointing authority should also **ensure that no criminal case or prosecution is contemplated or pending against the Government Servants.** He should satisfy himself that the Government servant is free from such course of action by obtaining clearance from the DVAC/Crime Branch CID/SB. CID wherever necessary.

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4. All the Departments of Secretariat and Heads of Departments are requested to follow the above guidelines scrupulously.

Yours faithfully,
Sd/xxx,
for Chief Secretary to Government.

/True Copy/

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Circular Memo No.41305/AAO/BR/A35/A351/2000-21, (Accounts Branch), Dated 8.1.2004.

Sub: Establishment - Payment of monthly salary to Class III & IV Officials of Administrative Branch and Secretariat Branch in Headquarters through Canara Bank Extension Counter in Tamil Nadu Electricity Board Complex - Regarding.

Ref: (Per) B.P. (FB) No.17(AB), dated 05.11.2002.

It was proposed to pay the monthly salary to Class I & II officers of High rise building in Headquarters through Bank based on the suggestion made during the officers meeting held on 03.07.2000. Accordingly the salary of Class-I & II Officers of high rise building in the Headquarters are being disbursed through Global Trust Bank/ATM installed in TNEB complex since May 2001.

2. The Board has ordered vide (Per.) B.P. (FB) No.17(AB), dt.05.11.2002, among other thing to permit Canara bank to open Extension Counter of their bank at High Rise building in TNEB complex. The opening of Extension Counter was originally intended for the purpose of making salary disbursement to Board employees and collecting the CC charges from III HT Consumers who are hilterto remitting it into cash section at 7th Floor in High Rise building of TNEB. The Extension Counter of Canara Bank in TNEB complex has been functioning from 22.08.2003.

3. Hence it has been proposed to permit Canara Bank initially to handle the pay roll accounts of all Class-III and IV employees in Administrative Branch and Secretariat Branch and the same will be extended to other wings gradually. The net salary of Class-III & IV officials who are working in Administrative Branch and Secretariat Branch of High Rise building will be credited to the Canara Bank Extension Counter by means of a single Cheque and the bank in turn will credit the account of the individual employees concerned as per the details furnished to them in a floppy. The employees need not maintain any minimum balance in their account. The employees will also be provided with ATM card and Cheque Book. The employees can have access to draw the salary from the ATM of Canara Bank elsewhere and Extension Counter at TNEB complex. The Chief Engineer/Personnel and Deputy Secretary/Administration, Secretariat Branch are requested to instruct the pay drawing officer in Administrative Branch and Secretariat Branch to submit separate bills for drawing the Salary in respect of Class-III & IV employees and it must be ensured that the white sheet recovery such as credit society/recurring deposit/co-optex have been recovered in the pay bill itself. Net amount payable to bankers should be shown so as to enable to draw cheque in favour of the bank. The amount due to co-op society which are hitherto recovered as white sheet recovery is now being deducted from pay bills. Hence the drawing officer will have to draw a separate bill for remittance of co-optex dues etc., as the case may be. When the pay bill is ready for authorisation for payment at Board Office Accounts Branch i.e. when there is no audit objection, the drawing officer shall arrange to obtain advance acquittance from all the Class-III and IV employees. The advance acquittance shall be attached to the office copy of the respective pay bills as per the existing procedure.

4. This new pattern of system relating to payment of monthly salary to class-III & IV employees through bank will come into force with effect from the pay of January 2004 payable in February 2004 onwards. A team of Canara Bank officials will undertake the job of opening of S.B. Account to employees of Administrative Branch and Secretariat Branch who have not opened the SB Account by getting the formalities completed at their workspot.

5. This Chief Engineer/Personnel and Deputy Secretary/Administration, Secretariat Branch are requested to instruct the pay drawing officers under their control to follow the instructions in para-3 and 4 of the Circular Memorandum for drawing salary in respect of Class-III & IV employees and arrange payment to them through Bank.

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6. Receipt of the Circular Memo. shall be acknowledged to the Financial Controller/General, Board Office Accounts Branch/Chennai-2.

(By Order of the Chairman)

S. Nagalsamy,
Accounts Member.

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Letter No.093407/256/G43/G432/2003-1, (Administrative Branch), dated 9.1.2004.

Sub: Labour - Workers participation in industry in TNEB - Nomination of retired Board employees to represent on Board employees side for ULJC - Clarification - Issued.

Ref: Your Lr.No.02322/Adm.IV/A2/F.ULJC/R.87/2003, dated 28.8.2003.

Referring to your letter cited, I am to inform that the nomination of retired Board employees preferred by the Tamil Nadu Electricity Board Accounts & Executive Staff Union and Central Organisation of Tamilnadu Electricity Employees to represent on "employees side" for the Unit Level Joint Committee referred to in the letter cited, may be accepted.

P. Ponnambalam,
Chief Engineer/Personnel.

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குறிப்பாணை எண்.136480/194/நி.கி/ஜி.50/ஜி.501/2003-01, (நிர்வாகக் கிளை), நாள் 12.01.2004.

பொருள்: ஆய்வு - மின் உற்பத்தி வட்டம், மின் பகிர்மான வட்டம், பொது கட்டுமான வட்டம் மற்றும் இதர அலுவலகங்களில் 2004-ம் ஆண்டிற்குரிய ஆய்வு நிகழ்ச்சி நிரல் - தெரிவிப்பது.

2004-ம் ஆண்டிற்குரிய முதனிலை ஆய்வு, மின் உற்பத்தி வட்டம், மின் பகிர்மான வட்டம், பொது கட்டுமான வட்டம் மற்றும் இதர மேற்பார்வைப் பொறியாளர்களின் வட்ட அலுவலகங்களில் நிர்வாகக் கிளையின் 'அ' மற்றும் 'ஆ' பிரிவு ஆய்வுக் குழுவினரால் இணைக்கப்பட்டுள்ள அட்டவணைகளில் குறிப்பிடப்பட்ட தேதிகளில் மேற்கொள்ளப்பட உள்ளது. மேலும், ஒவ்வொரு வட்ட அலுவலகங்களிலும் நிறைவு ஆய்வு மேற்கொள்ளும் அலுவலர்களின் விவரங்களும் அட்டவணைகளில் குறிப்பிடப்பட்டுள்ளது.

2. ஒவ்வொரு வட்டத்திலும் அட்டவணைகளில் குறிப்பிட்டுள்ள கால வரம்பிற்குள் முறைப்படி ஆய்வுப் பணி துவக்கப்பட்டு முடிக்கப்படும்.

3. சென்ற ஆய்விற்கு உட்படுத்தப்பட்ட காலத்தைத் தொடர்ந்து இரண்டாண்டு காலத்திற்கு அந்தந்த வட்டங்களில் மத்திய அலுவலகம், முறையே ஏதாவது ஒரு கோட்ட அலுவலகம், உபகோட்ட அலுவலகம், ஒன்று அல்லது அதற்கு மேற்பட்ட பிரிவு அலுவலகங்கள், மத்திய பண்டக சாலை, முறையே ஏதாவது ஒரு துணை பண்டக சாலை மற்றும் வருவாய்ப் பிரிவு அலுவலகங்களில் நடைமுறையிலுள்ள ஆவணப் பதிவுகள் மற்றும் கோப்புகள் அனைத்தும் ஆய்வுக்கு உட்படுத்தப்படும்.

4. ஆய்வுக் குழுவினரால் முறையாக நிர்ணயம் செய்யப்பட்ட கால நிலைகளுக்கு ஏற்ப, அந்தந்த மேற்பார்வை பொறியாளர்களின் வட்டங்களுக்குட்பட்ட அலுவலகங்களில் ஆய்வுப்பணி அலுவலர்கள் தொடர்ந்து நடைபெறும் என்றும், இவ்வகை ஆய்வுப் பணியை தள்ளி வைக்க கோரும் கேட்புகளோ அல்லது நிர்ணயிக்கப்பட்ட முதனிலை ஆய்வுக்குரிய காலத்தை மாற்றம் செய்யக் கோரப்படும் மேற்பார்வைப் பொறியாளர்களின் கோரிக்கைகள் ஏற்கப்படமாட்டாது எனவும் இதன்மூலம் அறிவுறுத்தப்படுகிறது. மேலும், இதன் பொருள் தொடர்பாக கடந்த 5.1.1989 நாளிட்ட செயலாளர்/தமிழ்நாடு மின்சார வாரியம் அவர்களது கு.எண்.33448/அ&மு குழு/88-3 (செயலகக் கிளை) இவற்றின் தொகுப்பு வாரிய புல்லட்டின், சனவரித் திங்கள் 1989-ம் ஆண்டிற்குரியதில் பக்கம் 16 மற்றும் 18 முதல் 43 வரை குறிப்பிட்டுள்ள அறிவுரைகளின் மீது மேற்பார்வைப் பொறியாளர்களின் கவனம் ஈர்க்கப்படுவதுடன் அதன்படி, தங்கள் அலுவலகங்களில் உள்ள பணிப்பதிவேடுகள் மற்றும் பதிவுரு ஆவணங்கள் அனைத்தும் தங்கள் அலுவலகத்தை ஆய்வு மேற்கொள்ளப்படும் அன்றைய நிலையில் உள்ள வரையிலும் சீரமைத்து ஆய்வு செய்வதற்கு ஏற்ற வகையில் வழங்கப்பட வேண்டும் எனவும் வலியுறுத்தப்படுகிறது.

5. இதேபோல், மேற்பார்வைப் பொறியாளர்களின் அலுவலகத்தைச் சார்ந்த கள அலுவலகங்கள் ஆய்வுக் குழுவினரால் முதனிலை ஆய்வு செய்யும் தருணத்தில் குறைந்த கால அவகாசத்தில் கள அலுவலக ஆய்வு முடிக்கப்பட வேண்டியுள்ளதால் தாமதத்திற்கு இடங்கொடாமல் கள அலுவலகத்திலுள்ள

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பதிவுரு ஆவணங்கள் அனைத்தும் தயார் நிலையில் வைத்திருக்கும்படி அறிவுறுத்தி, உரிய குறிப்பாணை தாக்கீது கள அலுவலகங்களுக்கு முன்கூட்டியே அனுப்பி வைக்கப்பட வேண்டும் எனவும் இதன் மூலம் கேட்டுக் கொள்ளப்படுகிறது.

6. மேலும், சென்ற ஆய்வு அறிக்கையில் குறிப்பிட்டுள்ள தங்கள் அலுவலகத்தை ஆய்வு செய்ததற்குரிய ஆய்வு குறிப்புரைகளின் மீது தொடர் நடவடிக்கையின் தன்மை, நடவடிக்கை எடுக்கப்படாத நிலுவைகள் குறித்து கூர்ந்து ஆய்வு மேற்கொள்ளப்படும்.

7. இப்பொருள் தொடர்பாக தலைவர்/தமிழ்நாடு மின்சார வாரியம் அவர்களது நேர்முக க.எண்.1980/ஆய்வுக்குழு/80, நாள் 23.9.1980-ன் மீது மேற்பார்வைப் பொறியாளர்கள் மற்றும் இதர அலுவலர்களின் தனிக்கவனம் ஈர்க்கப்படுவதுடன் மேற்படி வாரியத் தலைவரின் உத்தரவிற்கு இணங்க, ஆய்வுப் பணியை சுமூகமாக மேற்கொள்வதற்குத் தேவையான உதவிகள் அனைத்தும், வாகனப் போக்குவரத்துக்களை உள்ளடக்கி ஆய்வுக்குழுவிற்கு வழங்கப்பட வேண்டும் என அறிவுறுத்தப்படுகிறது.

8. இக்குறிப்பாணை பெறப்பட்டமைக்குரிய ஒப்புகை முதற்கண் தலைமைப் பொறியாளர்/ பணியமைப்பு அவர்களுக்கு அளிக்கப்பட வேண்டும்.

(வாரியத் தலைவரின் ஆணைப்படி)

பா. பொன்னம்பலம்,
தலைமைப் பொறியாளர்/பணியமைப்பு

இணைப்பு:
ஆய்வுப் பயண நிகழ்ச்சி நிரல்
(ஆய்வுக் குழு 'அ'
மற்றும் 'ஆ' பிரிவு)

குழுமம்-"அ"

வ. எண்.	வட்டத்தின் பெயர்	முந்தைய ஆய்வின் காலம்	தற்பொழுது ஆய்வு செய்யப்பட வேண்டிய காலம்	அலுவலக வேலை நாட்கள்	நிறைவு ஆய்வு செய்யும் அலுவலர்
(1)	(2)	(3)	(4)	(5)	(6)
1.	மேற்பார்வைப் பொறியாளர்/ மின் உற்பத்தி வட்டம்/ திருநெல்வேலி.	18-1-2002 முதல் 30-1-2002 வரை	20-1-2004 முதல் 31-1-2004 வரை	10	தலைமைப் பொறியாளர்/ தூத்துக்குடி அனல் மின் நிலையம்/ தூத்துக்குடி.
2.	மேற்பார்வைப் பொறியாளர்/ கரூர் மின் பகிர்மான வட்டம்/கரூர்.	14-2-2002 முதல் 28-2-2002 வரை	16-2-2004 முதல் 28-2-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ மதுரை.
3.	மேற்பார்வைப் பொறியாளர்/ சென்னை மேம்பாடு வட்டம்/சென்னை.	1-3-2002 முதல் 13-3-2002 வரை	2-3-2004 முதல் 12-3-2004 வரை	10	தலைமைப் பொறியாளர்/ பகிர்மானம்/ சென்னை/ தெற்கு
4.	மேற்பார்வைப் பொறியாளர்/ நீலகிரி மின் பகிர்மான வட்டம்/ உதகமண்டலம்.	14-3-2002 முதல் 28-3-2002 வரை	15-3-2004 முதல் 27-3-2004 வரை	12	தலைமைப் பொறியாளர்/ பணி அமைப்பு/ சென்னை.

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(1)	(2)	(3)	(4)	(5)	(6)
5.	மேற்பார்வைப் பொறியாளர்/ திருச்சி பெருநகரம் மிய.வ./திருச்சி.	15-4-2002 முதல் 29-4-2002 வரை	15-4-2004 முதல் 28-4-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ விழுப்புரம்.
6.	மேற்பார்வைப் பொறியாளர்/ கன்னியாகுமரி மின் பகிர்மான வட்டம்/ நாகர்கோவில்.	14-5-2002 முதல் 24-5-2002 வரை	12-5-2004 முதல் 22-5-2004 வரை	10	தலைமைப் பொறியாளர்/ பகிர்மானம்/ மதுரை.
7.	மேற்பார்வைப் பொறியாளர்/ விருதுநகர் மின் பகிர்மான வட்டம்/விருதுநகர்	17-6-2002 முதல் 29-6-2002 வரை	14-6-2004 முதல் 26-6-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ திருச்சி.
8.	மேற்பார்வைப் பொறியாளர்/ விழுப்புரம் மின் பகிர்மான வட்டம்/ விழுப்புரம்.	15-7-2002 முதல் 27-7-2002 வரை	12-7-2004 முதல் 24-7-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ சென்னை/ வடக்கு.
9.	மேற்பார்வைப் பொறியாளர்/ திண்டுக்கல் மிய.வ./ திண்டுக்கல்	12-8-2002 முதல் 26-8-2002 வரை	16-8-2004 முதல் 28-8-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ கோவை.
10.	மேற்பார்வைப் பொறியாளர்/ சிவகங்கை மின் பகிர்மான வட்டம்/ சிவகங்கை.	16-9-2002 முதல் 28-9-2002 வரை	2-9-2004 முதல் 17-9-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ ஈரோடு
11.	மேற்பார்வைப் பொறியாளர்/ திருப்பத்தூர் மின் பகிர்மான வட்டம்/ திருப்பத்தூர்.	16-10-2002 முதல் 29-10-2002 வரை	6-10-2004 முதல் 20-10-2004 வரை	12	தலைமைப் பொறியாளர்/ மின் தொடர் அமைப்பு/ சென்னை.
12.	மேற்பார்வைப் பொறியாளர்/ கருவி காத்தலும் தகவல் தொடர்பும்/ கோயம்புத்தூர்.	6-11-2002 முதல் 14-11-2002 வரை	2-11-2004 முதல் 9-11-2004 வரை	7	தலைமைப் பொறியாளர்/ பகிர்மானம்/ கோயம்புத்தூர்.

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(1)	(2)	(3)	(4)	(5)	(6)
13.	மேற்பார்வைப் பொறியாளர்/ சென்னை மின் பகிர்மான வட்டம்/தெற்கு/ சென்னை.	18-11-2002 முதல் 30-11-2002 வரை	16-11-2004 முதல் 29-11-2004 வரை	12	தலைமைப் பொறியாளர்/ கருவி காத்தலும் தகவல் தொடர்பும்/ சென்னை.
14.	மேற்பார்வைப் பொறியாளர்/ தூத்துக்குடி மின் பகிர்மான வட்டம்/தூத்துக்குடி.	2-12-2002 முதல் 17-12-2002 வரை	6-12-2004 முதல் 20-12-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ திருச்சி.
		குழுமம்-"ஆ"			
1.	மேற்பார்வைப் பொறியாளர்/ கோபிச்செட்டி-பாளையம், மின் பகிர்மான வட்டம்/கோபி.	19-1-2002 முதல் 31-1-2002 வரை	19-1-2004 முதல் 30-1-2004 வரை	10	தலைமைப் பொறியாளர்/ பகிர்மானம் திருச்சி.
2.	மேற்பார்வைப் பொறியாளர்/ மின் உற்பத்தி வட்டம்/ஈரோடு.	12-2-2002 முதல் 22-2-2002 வரை	16-2-2004 முதல் 26-2-2004 வரை	10	தலைமைப் பொறியாளர்/ பகிர்மானம்/ கோயம்புத்தூர்.
3.	மேற்பார்வைப் பொறியாளர்/ நாகப்பட்டினம் மின் பகிர்மான வட்டம்/ நாகப்பட்டினம்.	11-3-2002 முதல் 23-3-2002 வரை	15-3-2004 முதல் 27-3-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ வேலூர்.
4.	மேற்பார்வைப் பொறியாளர்/ கோயம்புத்தூர் மின் பகிர்மான வட்டம்/வடக்கு கோயம்புத்தூர்.	16-4-2002 முதல் 30-4-2002 வரை	14-4-2004 முதல் 27-4-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ ஈரோடு.
5.	மேற்பார்வைப் பொறியாளர்/ மதுரை மின் பகிர்மான வட்டம்/மதுரை.	13-5-2002 முதல் 27-5-2002 வரை	10-5-2004 முதல் 22-5-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ திருநெல்வேலி.
6.	மேற்பார்வைப் பொறியாளர்/ புதுக்கோட்டை மின் பகிர்மான வட்டம்/ புதுக்கோட்டை.	17-6-2002 முதல் 29-6-2002 வரை	14-6-2004 முதல் 26-6-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ விழுப்புரம்.

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(1)	(2)	(3)	(4)	(5)	(6)
7.	மேற்பார்வைப் பொறியாளர்/ திருநெல்வேலி மின் பகிர்மான வட்டம்/ திருநெல்வேலி.	15-7-2002 முதல் 27-7-2002 வரை	12-7-2004 முதல் 24-7-2004 வரை	12	தலைமைப் பொறியாளர்/ பகிர்மானம்/ மதுரை.
8.	மேற்பார்வைப் பொறியாளர்/ சென்னை மின் பகிர்மான வட்டம்/வடக்கு/ சென்னை.	12-8-2002 முதல் 26-8-2002 வரை	16-8-2004 முதல் 28-8-2004 வரை	12	தலைமைப் பொறியாளர்/ ஆராய்ச்சியும் மின் தேவை தரப்ப மேலாண்மை/ சென்னை.
	மேற்பார்வைப் பொறியாளர்/ சென்னை மின் பகிர்மான வட்டம்/மையம்/ சென்னை.	2-9-2002 முதல் 17-9-2002 வரை	2-9-2004 முதல் 17-9-2004 வரை	12	தலைமைப் பொறியாளர்/ எண்ணூர் அனல் மின் நிலையம்/ எண்ணூர்.
	மேற்பார்வைப் பொறியாளர்/ குந்தா மின் உற்பத்தி வட்டம்/குந்தா.	18-9-2002 முதல் 28-9-2002 வரை	20-9-2004 முதல் 30-9-2004 வரை	10	தலைமைப் பொறியாளர்/ பணி அமைப்பு/ சென்னை.
11.	மேற்பார்வைப் பொறியாளர்/ சேலம் மின் பகிர்மான வட்டம்/சேலம்.	16-10-2002 முதல் 29-10-2002 வரை	4-10-2004 முதல் 18-10-2004 வரை	12	தலைமைப் பொறியாளர்/ மேட்டூர் அனல் மின் நிலையம்/ மேட்டூர்.
12.	மேற்பார்வைப் பொறியாளர்/ கருவி காத்தலும் தகவல் தொடர்பும்/மதுரை.	6-11-2002 முதல் 14-11-2002 வரை	2-11-2004 முதல் 9-11-2004 வரை	7	தலைமைப் பொறியாளர்/ பகிர்மானம்/ திருச்சி.
13.	மேற்பார்வைப் பொறியாளர்/ வேலூர் மின் பகிர்மான வட்டம்/வேலூர்.	18-11-2002 முதல் 30-11-2002 வரை	16-11-2004 முதல் 29-11-2004 வரை	12	தலைமைப் பொறியாளர்/ வடசென்னை அனல் மின் நிலையம்/ சென்னை.
14.	மேற்பார்வைப் பொறியாளர்/ மேட்டூர் மின் பகிர்மான வட்டம்/மேட்டூர்.	7-12-2002 முதல் 21-12-2002 வரை	6-12-2004 முதல் 20-12-2004 வரை	12	தலைமைப் பொறியாளர்/ நீர்மின் திட்டங்கள்/ ஊராட்சிக் கோட்டை/பவானி

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Memo. No.00635/DTD/N21/N211/2003, (Technical Branch), dt.19.01.2004.

Sub: Training - Annual Training Programme to be carried out at Board's Training Institutes/Centres During the year 2003-04 - Pre-promotional training to the newly promoted AEs/JEs.Gr.I as Assistant Executive Engineers at Staff Training College, Chennai - Amendment - Issued - Reg.

Ref: 1. (Per)B.P.(FB).No.96 (T.B.)dt.12.07.2001.
2. Memo. No.00635/DTD/N21/N211/2003, Dt.28.03.2003.
3. Memo. No.00635/Dtd/N21/N211/2003, dt.07.10.2003.

In partial modification of the (Per)B.P.(No) 96 (Tech. Br) dt.12.07.2001, the following amendment is issued.

AMENDMENT

Under Sl.No.07 of the Annual training Programme for 2003-04 for Staff Training College, Chennai, in Annexure - I of the Memo. No.00635/DTD/N21/N211/2003, dt.28.03.2003 amended to the B.P cited and further amended vide reference 3rd cited, the following is amended.

Name of the Training:- Pre-promotional training on Management Techniques for Senior AEs/JEs.Gr.I(Elec/ Civil/Mech)

	No. of days	No. of Persons/ batch	No. of Programs	Toal No. of Persons	Est.Item	Expenditure/ batch in Rs	Total Expenditure In Rs
EXISTING	5	30	11	330	M(5)	21025	231275
AMENDED	5	30	15	450	M(5)	21025	315375

All other Terms and conditions of the B.P remain unaltered.

(By Order of the Member (Generation))

P. Ponnambalam,
Chief Engineer/Personnel.

* * *

Memorandum (Per.) No.120715/A23/A232/2003-1, (Secretariat Branch), dated 20.1.2004.

Sub: Tamil Nadu Government Servants Conduct Rules 1973 - Prohibition of Government Servants from convening and participating in "Katta Panchayats" - Instructions - Issued.

Ref: From Government, P&AR (A) Department Letter No.53140/A/2003-1, dt.2.12.2003.

A copy of the Government letter cited, may be communicated to Chief Engineers/Superintending Engineers and all Officers of the Board for information.

S. Sundaresan,
Secretary (In-charge).

Encl: As above.

Copy of Letter No.53140/A/2003-1, Dated 2.12.2003 received from Tmt. Lakshmi Pranesh, I.A.S., Chief Secretary to Government, Government of Tamil Nadu, Personnel and Administrative Reforms (A) Department, Secretariat, Chennai-9 addressed to All Secretaries to Government, Chennai-9, All Departments of Secretariat, Chennai-9, All Heads of Departments and others.

Sub: Tamil Nadu Government Servants Conduct Rules 1973 - Prohibition of Government Servants from convening and participating in "Katta Panchayats" - Instructions - Issued.

Rule 20(1) of the Tamil Nadu Government Servants Conduct Rules lays down that "every member of the service shall at all times maintain absolute integrity and devotion to duty and shall do nothing which is

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unbecoming of a member of service".

2. The "Katta Panchayat" has no legal sanctity and the punishments imposed by it are not enforceable under Law. It is really a challenge to the legally established courts. Conducting a Katta Panchayats may some times result in violation of human rights which may result in ill-treatment of people particularly in the lower strata of society. The involvement of Government Servants in such Katta Punchayats may embolden the Katta Panchayats in imposing severe and corporal punishments on the victims. In these circumstances, the involvement of Government Servants in "Katta Panchayats" has to be considered a violation of the above said rule 20 of the Tamil Nadu Government Servants Conduct Rules.

3. The Government have, therefore, decided that the Government servants should neither participate nor heed to the decision of the "Katta Panchayats" and that suitable instructions be issued in this regard.

4. Accordingly, the Government direct that the Government servants should not involve themselves in organising/convening/taking part in the "Katta Panchayats". Any violation of this instruction should be viewed seriously and necessary disciplinary action taken against the persons concerned for such violation. The Government also direct that these instructions should be brought to the notice of all the subordinate offices functioning under the control of the Heads of Department and District Collectors.

5. All the Departments of Secretariat are requested to issue similar instructions to the Public Sector Undertakings/Boards/Corporations and all other aided institutions under their administrative control for its strict adherence.

Yours faithfully,
Sd/...(Ra.Nirmala)
for Chief Secretary to Government.

/True Copy/

* * *

Allowances - Recreation club - Generation Circle/Kadamparai, Minparai - Recurring matching grant for the year 2002-2003 - Sanctioned.

(Routine) B.P. (Ch.) No.3 (Administrative Branch) Dated 23.1.2004.
Thai 9, Subhanu Aandu,
Thiruvalluvar Aandu - 2034.

Read:

1) (Per) B.P. (CH) No.239/Adm.Br/dt.4-7-92.
2) (Routine) B.P. (CH) No.1/Adm.Br/dt.8-1-2003.
3) S.E/Kadamparai Generation Circle, Letter No.SE/KGC/MIN/Adm.3/JA/ F.Min/Rec.Club/C.452 dt.29-11-03.

Proceedings:

Sanction is hereby accorded for drawal and disbursement of recurring matching grant of Rs.6000/- (Rupees Six thousand only) to the recreation club functioning at Kadamparai Generation Circle/ Minparai, Coimbatore District for the year 2002-2003.

2. The above expenditure is debitable to Head of Account No.75-750.

(By Order of the Chairman)

P. Ponnambalam
Chief Engineer/Personnel.

* * *

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Memorandum (Per) No.46129/A18/A181/2003-4, (Secretariat Branch), dated 27.1.2004.

Sub: Leave - TNEB Service Regulations and Leave Regulations - Permission to rejoin duty after unauthorised absence/on leave, exceeding permissible limit - Instructions - Issued.

Ref: (1) Govt. P&AR (FR.III) Dept. Lr.No.53963/FR.III/2000-9, dated 8.5.2003.
(2) (P) B.P. (FB) No.35 (SB) dt.25.11.2003.

In the B.P. cited, orders have been issued amending the Regulation 32 (3) of the Tamil Nadu Electricity Board Service Regulations and deleting the codified punishment of removal for violation of Regulation 32 (1) or (2). The existing Regulation 32(3) of TNEB Service Regulations is as follows:-

"(3) When a Board Employee (Permanent or Approved Probationer) does not resume duty after remaining on leave for a continuous period of six months or one year, as the case may be under sub-regulation (1) or (2), or remains absent from duty after the expiry of his leave otherwise than on foreign service or on account of suspension or on account of leave for employment abroad under regulation 21-A of the Tamil Nadu Electricity Board Leave Regulations for any period which, together with the period of leave granted to him, exceeds the limit, he shall be liable for disciplinary action under the Tamil Nadu Electricity Board Employees Discipline and Appeal Regulations".

2. The Government, in their letter cited, have issued certain instructions in view of the changed circumstances after deletion of condified punishment of removal from Fundamental Rule 18(3). It has been decided to follow the instructions of the Government in respect of the employees of the Board also.

3. Accordingly, the following instructions are issued:-

i) Prompt disciplinary action should be initiated against the Board employees who do not resume duty after long absence or on leave exceeding the permissible limit under Regulation 32(1) and (2) of TNEB Service Regulations or Regulation 21-A of the TNEB Leave Regulations as the case may be, by the disciplinary authorities following the procedure under appropriate rules, and to finalise the disciplinary proceedings with utmost speed;

ii) In cases where the Board employees express willingness to rejoin duty pending finalisation of the disciplinary proceedings they may be permitted to rejoin duty;

iii) The disciplinary authority should initiate disciplinary action against the Board employees who have violated Regulation 32 (1) or (2) of TNEB Service Regulations following the procedure under the appropriate rules and consider that good and sufficient reason exist for imposing any one of the penalities under relevant rules and final orders shall be passed;

iv) All authorities of the Board shall take a periodical review of the absence of Board employees working under their control and expedite to initiate suitable disciplinary action against them for violation of Regulation 32 (1) or (2) of the TNEB Service Regulations or Regulation 21-A of the TNEB Leave Regulations.

4. All officials of the Board shall follow the above instructions scrupulously without any deviation. Appropriate action will be taken against the erring officials who have not followed the above instructions promptly.

5. The receipt of this Memorandum shall be acknowledged.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-charge).

* * *

Memorandum (Per.) No.110202/A22/A221/2000-23, (Secretariat Branch), dated 29.1.2004.

Sub: Standardisation of size of letters and Name Board Colour of Painting etc., - Instructions - Issued.

During the meeting held on 19.9.2000, a suggestion was made to adopt uniform procedure of size, letters and Name Boards. Colour of painting through out the State. In order to get comprehensive proposal,

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opinion of the Chief Engineers/Superintending Engineers of various Region/Circles were requested. It has now been decided to adopt the reports received from them taking into account lesser cost as well as serving for longer years.

2. After careful consideration the Tamil Nadu Electricity Board hereby directs that the following instructions be issued to adopt the uniform size, letters and Name Board colour of painting etc., through out the Officers of the Tamil Nadu Electricity Board:-

1. Articles to be painted in Name Board:-

i. Top 1/3rd of its height : Emblem
ii. Middle 1/3rd of its height : Name of the Office in English
iii. Balance 1/3rd height : Name of the Office in Tamil

2. Size of the Board (Should be in 5:3 ratio;

i. Office of Chief Engineers and Superintending Engineers	: 2.5m x 1.50m
ii. Office of Executive Engineers and Assistant Executive Engineers	: 2.00m x 1.20m
iii. Office of Assistant Engineers and Junior Engineers	: 1.75m x 1.00m
iv. Sub-Stations	: 2.00m x 1.20m
v. Stocking area & Stores	: 1.75m x 1.00m

3. Materials to be used for Board:-

i. Board placed on roof Top over/close to parapet Wall of the Building	: 18SWG (1.21mm) MS Sheet.
ii. Board placed near the fencing (near by Entrance) out side Building.	: 18 SWG (1.21mm thick MM Sheet along with MS angle frames.

4. Colour painting the Board:

i. Back ground of the Board	: Blue
ii. Emblem	: Golden Yellow
iii. Letters @ 3" size	: White
iv. Border of the Board	: 2.5cm in Dark Blue
v. Back side of the Board	: Rust proof in Red

3. The above instructions should be carried out immediately without any delay.

(By Order of the Chairman)

S. Sundaresan,
Secretary (In-charge).

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FINANCE

PART – III

AMENITIES - Running of Canteen at Basin Bridge Gas Turbine Power Station for a period of one year from 1.2.2004 to 31.1.2005 - Administrative approval - Accorded.

(Permanent) B.P. (Ch.) No.1 (Administrative Branch) Dated 7.1.2004,
23, Margazhi, Subanu,
Thiruvalluvar Aandu 2034.

Read:

1. From the Chief Engineer/Projects/Chennai-2 Letter No.CE/Projects/SE/BBGTPS/EE/O/AEE/CM/F.Canteen/D.771/03, dt.6.12.2003.
2. From the Chief Engineer/Projects/Chennai-2 Letter No.CE/Projects/SE/BBGTPS/EE/O/AEE/CM/JE/CM.II/F.Canteen/D.779/03, dt.18.12.2003.

Proceedings:

The Chief Engineer/Projects/Chennai-2 has sent a proposal seeking administrative approval to run the canteen on "Leave on Licence basis" for a period of two years from 1.2.2004 at Basin Bridge Gas Turbine Power Station, Chennai-12.

2) After careful consideration, the proposal of the Chief Engineer/Projects/Chennai-2 to run the canteen in the Basin Bridge Gas Turbine Power Station Complex on "Leave on Licence basis" for a period of one year from 1.2.2004 to 31.1.2005 instead of two years is hereby approved, subject to the following conditions:-

i) The canteen will be run on "Leave on Licence Basis' for one year period from 1.2.2004 to 31.1.2005 calling limited tender and fixing a minimum bid amount of Rs.27,300/- as proposed based on the Licence fee at Rs.2,273/- for 12 months and awarding the contract to the highest bidder.

ii) Water charges will be collected as per the CMWSSB rate of demand for the actual consumption of water meter reading, subject to availability of Metro Water.

iii) Current consumption charges will be collected for actual consumption as per the tariff rate fixed by Tamil Nadu Electricity Board.

iv) While running the canteen, at Basin Bridge Gas Turbine Power Station, the new contractor should not engage the Labourers already working in the same canteen under the old contractor/contract.

(By Order of the Chairman)

P. Ponnambalam,
Chief Engineer/Personnel.

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TECHNICAL

PART – IV

Letter No.FC/DFC/R/AO/R/C1532/2003, (Accounts Branch), dated 2.1.2004.

Sub: Electricity - Payment of Low Tension - Current Consumption charges for the assessment made during December 2003 - Due date for payment - Reg.

The due date for the payment of Current Consumption charges for Low Tension consumers for the assessments made during 12/03 is 19.1.2004 due to continuous public holidays from 15.1.2004 to 18.1.2004. The Low Tension consumers shall pay the Current Consumption charges for 12/03 for their services up to and including 19.1.2004 without interest on belated payment sur-charge. The date of disconnection for non-payment of Current Consumption charges for the assessment made during 12/03 for Low Tension consumers shall be 20.1.2004.

All the Superintending Engineers are requested to display the above due dates in Section Offices for the information of general public.

Receipt of this letter may be acknowledged to Financial Controller/Revenue.

S. Kathiresan,
Chief Financial Controller/General.

* * *

Circular Memo.No.CFC/GI/EE/Tf.Cell/AEE/AS2/D.116, (Accounts Branch), dated 7.1.2004.

Sub: TNERC - Tariff order dt.15.3.2003 - Applicability of power factor incentive/ penalty for LT services - Instructions issued - Reg.

Ref: Tariff order dt.15.3.2003.

In Tamil Nadu Electricity Regulatory Commission tariff order dt.15.3.2003, it has been specified that the penalty for low power factor and incentive for better power factor shall come into force for all the LTCT services with a connected load of 75 HP and above. "Since other services under the bracket of 25 HP to 75 HP may not have the power factor measurement facility through electronic meter, Tamil Nadu Electricity Board have to install such meters within a period of 3 months from the effective date of this order and then introduce the incentive/penalty suitable as per the tariff schedule" for LT tariff categories IIIB and V".

It has since been clarified by Tamil Nadu Electricity Regulatory Commission in their Letter dt.12.12.2003 that the power factor penalty/incentive is applicable to all LT services with 25 HP and above.

The following instructions are issued in this regard.

i) All the Superintending Engineers/Electricity Distribution Circles and Chief Engineers/ Distribution are instructed to install electronic meters for power factor measurement in all the services with a connected load of 25 HP to 75 HP irrespective of the tariff category and implement the scheme of power factor incentive/penalty.

ii) The Superintending Engineers/Electricity Distribution Circles should send the indents for further requirement of electronic meters with power factor measurement facility to Chief Engineer/Material Management on or before 20.1.2004.

iii) Chief Engineer/Material Management should arrange to obtain the indents and procure the required meters immediately.

iv) Chief Engineer/Commercial should co-ordinate the supply and installation of the required meters.

v) Financial Controller/Revenue should follow up the implementation of penalty/incentive scheme for all the LT CT service and all LT services above 25 HP.

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Receipt of the circular memo. may be acknowledged to Chief Financial Controller/General.

S. Kathiresan,
Chief Financial Controller/General.

* * *

Memo.No.CE/Comml./EE.3/AEE.2/CR.14/F.RPP.Committee/2004, (Technical Branch), dated 12.1.2004/ 19.1.2004.

Sub: Electricity - Revenue Protection Committee - Evolving Action Plan for implementing the suggestions given by ADGP/Vigilance - Cancellation of earlier instructions - Issue of revised instructions - Regarding.

Ref: 1) M(D)'s Memo.No.SE/IEMC/EE3/AEE2/F.13276/D.357/99, dt.6.5.99.
2) M(D)'s Memo.No.120005/SE/Comml./EE1/AEE1/F.APTS/D.77/2001, dt.14.12.2001.
3) M(D)'s Memo.No.ACE/IEMC/EE3/AEE1/F.Instruction/D.195/2000, dt.29.3.2000.
4) M(D)'s Memo.No.5246/CE/Comml./EE3/AEE2/CR.470/F.RPP Committee/2003, dt.27.6.2003.
5) Chairman's Memo.No.03246/CE/Comml./EE1/AEE2/F.RPP Committee/ PR.No.575/2003, dt.27.11.2003.

Consequent to cancellation of instructions issued under reference(4) cited, in Chairman's memo. above dt.27.11.2003, following instructions are issued.

In the reference (1) cited, instructions have been issued that all the electronic meters provided in HT/LT services should be erected in a metal box with atleast 3" clearance to the walls (ie) from the meter and walls of this box. Further inside the box, a sheet of thermo Cole should be provided in all sides to prevent the external magnetic influence.

In the M(D)'s Memo. dated 14.12.2001, cited under reference, instruction have been issued to provide Double Compartment Boxes with view glass in all LT industrial services.

The guidelines in respect of location of metering point in HT services have been issued under reference(3) cited that the metering point of supply shall be easily accessible and clearly visible from the main entrance. The maximum distance of metering point shall be 30 meters from the main entrance without any obstacles for clear visibility.

All the above instructions shall be followed scrupulously. If any service connection is found to have been effected by violating the instructions/guidelines already given in respect of meters in LT/HT services, action as deemed fit shall be taken on the person responsible for effecting service connection.

Receipt of this memo. may be acknowledged.

T.S. Sridhar,
Chairman.

* * *

Circular Memo.No.CFC/GI/EE/Tr.Cell/AEE/AS2/D/22/04, (Accounts Branch), dated 21.1.2004.

Sub: TNERC - Tariff Order dt.15.3.2003 - Domestic Tariff to Consulting Room of the professionals - Reg.

Ref: TNERC/Lr.No.TNERC/DT/TC/F.TR/C77/D.54/2004, dt.9.1.2004.

In Tamil Nadu Electricity Regulatory Commission Tariff order dt.15.3.2003, it has been specified that LT tariff IA (Domestic) is applicable to the Consulting Rooms attached to the residences of professionals such as Doctors clinics without any in patient beds, Charted Accountants, Lawyer and also to Gold smiths whose work is limited to manual labour.

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2. It has been further clarified by Tamil Nadu Electricity Regulatory Commission in their letter dt.9.1.2004 that the domestic tariff is applicable to Consulting Room of any professional attached to the residence of such professionals provided, no trading is undertaken or no motive power is used in the Consulting Room. (eg. Astrologer etc.).

3. The Chief Engineers/Distribution and Superintending Engineers/Electricity Distribution Circle are requested to adhere to the above clarifications without fail.

S. Nagalsamy,
Accounts Member.

* * *

Circular Memo.No.X/DFC/T/AAO/T/D.28/11/04, (Accounts Branch), Dated 27.1.2004.

Sub: Ensuring the reasonableness of price - Instructions - Regarding.

Ref: 1) Circular Memo.No.318-1/2000/X/DFC/AO/T/D.28/Dt.7.11.2000.
2) Circular Memo.No.X/DFC/T/AO/T/D.28/427/2002, Dt.10.5.2002.
3) Circular Memo.No.X/DFC/T/AAO/T/D.28/610/2003, Dt.2.7.2003.

In the Circular under references cited instructions have been issued to ensure the reasonableness of price while finalising the tender. However it is noticed by Vigilance Wing that in most of the tenders finalised by certain P.O. placing authorities, the reasonableness of price has not been ensured with reference to guidelines issued in the references cited.

Though no specific upper limit of percentage has been prescribed for ensuring the reasonableness of price, the reasonableness of the rates quoted by L1 tenderer may be judged by comparing with the price accepted for the same materials in earlier purchase orders/price accepted by other Thermal Stations/price accepted by other State Electricity Boards/price accepted in Other Region/Circles, updated price of earlier P.Os. in the case of variable priced items. The estimated cost of the product as per the cost data and the percentage of variation of quoted prices from the estimated cost may also be considered to arrive at the reasonableness.

Similarly no lower limit of percentage has been prescribed beyond which works shall be considered as unworkable. However the Tender Committee has to decide upon the workable or unworkable rate by analysing the estimated cost data, quoted rate, competition prevailing among the tenderers, industry market trend, quality expected/required in completing the job, nature of the job, susceptibility for measuring the quality for essentiality/time. Board can allow etc., duly applying his prudence/knowledge and experience in the field. Wherever vide variation in the Plus (or) Minus Percentage is obtained in the quoted value of the tender. Estimate must be checked to ensure the correctness and also the quoted rates for unbalanced items shall be checked.

All the P.O. placing authorities are instructed to adhere the guidelines as outlined in the references cited and reasonableness of price shall be certified before finalising the tender.

If the reasonableness of prices are not ensured the action of the appropriate authorities shall be viewed seriously.

(By Order of the Chairman)

S. Kathiresan,
Chief Financial Controller/General.

* * *

Circular Memo.No.CFC/FC/P/SC/CSO-I/F-IMS/D /2004, (Accounts Branch), Dated 29.1.2004.

Sub: Implementation of IMS revised module - Stock Position of materials and Accounting system updating of postings of Central and sub-stores transactions instructions issued - Reg.

At the time of initial implementation of Computer system for inventory, IMS package was introduced and the day to day closing of a very few items (90 items - PO placed by CE/MM) only posted

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with regard to central stores and also the particulars of sub-stores obtained over phone. Only the week end stock position of a few materials were able to be obtained from distribution circles. In General Construction Circle, a few common items and tower parts are being posted. Generation and Thermal Stations were not coded, as it is entirely different from distribution items and hence it could not be included. All the central stores in distribution circles are provided with one server and two P.C. with modem connections. Now due to non-providing of Computers to 166 sub-stores of Electricity Distribution Circles, revised module of IMS packages covering material accounting has been prepared for posting all the transactions of the central and sub-stores at central stores.

At present daily transactions of central and sub-stores are being posted manually. Similarly parallel postings at pricing section of central office are being carried out manually with its value for counter checking of entries and also to proceed for further accounting i.e. work order section, general accounting section, Balance Sheet preparation etc.

On trial introduction of revised IMS module at Erode, Vellore, Kancheepuram Circles, it was found that all the sub-stores and central stores transactions can be posted by two data entry operators at Central Stores of concerned central office by providing with existing two terminals. The sample entries were posted for nearly three months at the above circles with the assistance of either stores custodian or Accounts assistant of pricing section, Computer trained persons in the revised IMS module. Following data can be obtained easily which will reduce the manual work of clerical drastically in pricing section, work order accounting section, general accounting section etc. (Model formats are furnished below)

1 **The Material Accounting reports available in CS Module**

Transaction of materials (account wise)
Transaction of materials (item wise)
InterStores Transactions
InterCircle Transactions
Material Consumption report
Priced Ledger abstract
Section Wise date wise WO Expenditure Report
Section Wise material wise WO Expenditure Report
Stores Ledger
T.Note Pending/Adjusted
Transaction wise A/c wise Abstract of Issue of materials
Transaction wise A/c wise Abstract of Receipt of materials

2 **The Stock Reports available in Central Stores Module**

Consolidated Stock of Materials at CS (Item Wise/Groupwise/All)
Consolidated Stock of Materials at CS/SS (Item Wise/Groupwise/All)
Exception Stock Statement 1 For A Items
Exception Stock Statement 1 For CE/MM Items
Exception Stock Statement 2 For A Items
Exception Stock Statement 2 For CE/MM Items
Nil Stock Materials (Central/Sub-Stores)
Nil Stock Materials For A Items
Nil Stock Materials For CE/MM Items
Selective Stock
Stock Position For Obsolete Items
Storeswise Stock at C.S./S.S. (Itemwise/Groupwise/All)
Total Inventory of C.S./S.S. (With Value)

3 **Master Reports**

Account Master
Circle Office Master
Circle Stores Master
Designation Master
District Master
Group Master

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Group-Wise, Item-wise Materials & Units
List of Registered Suppliers for a Material
Region Master
Region-Wise, Circle-wise Details
Standard Rate Master
State Master
Sub-Stores Master
Supplier Master
Unit Master

By simultaneous implementation of revised IMS module all the data related to the inventory and accounting system can be upgraded. Two persons have to be exclusively provided at each central stores. The above said persons can be utilised from among the staff of pricing section who were hitherto attending for the purpose of posting of transactions manually. In the absence of Computer trained persons among the pricing section staff, S.Es. may be authorised to post any two persons to work at central stores for the purpose of posting of the transaction of all the stores. The transactions should be entered into the computer by other person who has not handled the stores so as to counter check the transactions and to avoid malpractices in entries. The function of the system will be watched for a period of one accounting year and will be reviewed subsequently.

Besides the above the following executive instruction are issued for uninterrupted postings of transactions, simultaneously in all the circles from March'04 (i.e. 21.2.2004) since a few stores are away from central office:-

(1) The daily transactions of the sub stores has to be handed over to the central stores for computer postings.

(2) The data entry should be entered daily.

(3) The Chief Stores Officer/Stores Officer has to monitor the receipt of transactions from all sections of central stores and also from sub-stores.

(4) The Chief Stores Officer/Stores Officer has to monitor the entry of all transactions then and there.

(5) The Chief Stores Officer/Stores Officer has to ensure in arranging the monthly reconciliation.

(6) The Chief Stores Officer/Stores Officer has to ensure the attendance of the data entry perso s.

(7) The transactions up to the 20th (Stores monthly account closing date) of every month should reach the central stores on the next date itself.

(8) The entries up to 20th should be completed before 23rd of every month.

(9) The reconciliation of the stores ledger (manually posted) with computer generated ledger (Requisition/Devolution SRB No., Date, Work order No., A/c.No., Opening Balance, Issue, Receipt, Closing Balance etc.) should be completed within the last working day of the month.

(10) Assistant Engineer/Assistant Executive Engineer/Computer should ensure continuous maintenance of the computer and providing the required assistance.

(11) Assistant Engineer/Assistant Executive Engineer/Computer should disable the data editing on 5th of next month after ensuring completion of reconciliation by Chief Stores Officer/Stores Officer.

(12) The register for showing the reconciliation done by the concerned should be maintained as follows.

1. Name of stores
2. Date up to which the reconciliation was made
3. Reconciliation done by
   (i) Stores in charge
   (ii) (Data entry operator) pricing Assistant
   (iii) Assistant Accounts Officer
   (iv) Stores Officer

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4. Date of disabling of data by AE/AEE Computer.

In case of delay in disabling of data on any account, that should be informed to Superintending Engineer by Assistant Engineer/Assistant Executive Engineer/Computer.

All the reports in electronic format (pdf) should be taken by the AE/AEE/Computer and written in 4 CDs (1 for store, 1 for AO, 1 for AEE/MM and 1 for AE/AEE Computer) and kept as permanent record.

Section wise, work order wise, date wise transaction of materials print outs in duplicate has to be taken. One copy to be sent to field officers in lieu of valid duplicate copies of requisitions, another copy to be sent to work order section where only the financial transactions such as amount of imprest, temporary advance, chit agreement, K2 agreement expenditures are to be added. Until further instructions manual postings of Ledger at store and sub-stores should not be dispensed.

AEE/MM should invariably check the postings of transactions with the ground balance at random once in a week.

(By Order of the Chairman)

S. Kathiresan,
Chief Financial Controller/General.

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ஆய்வு **(INSPECTION):**

ஆய்வு - மின் உற்பத்தி வட்டம், மின் பகிர்மான வட்டம், பொது கட்டுமான வட்டம் மற்றும் இதர அலுவலகங்களில் 2004-ம் ஆண்டிற்குரிய ஆய்வு நிகழ்ச்சி நிரல் - தெரிவிப்பது. **8**

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