



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A State Government Undertaking)

Registered Office: Vidyut Bhawan, HPSEBL, Shimla-171004 (H.P.)

CIN: U40109HP2009SGC031255

Phone No.: 0177-2803600 (Office) 2813563 (FAX) 2801675

Website: www.hpseb.com, E-mail: cmd@hpseb.in, directorfa@hpseb.in

No. HPSEBL(Sectt.)/402-49(Safety Instructions-165)/2020-21:- 1298-Dated:-17-6-20

To

✓
**Superintending Engineer (IT),
HPSEBL, Shimla-04.**

Subject: - Uploading of safety instructions on HPSEBL Website.

Sir,

Enclosed please find herewith a copy of safety instructions issued by this office which need to be uploaded on HPSEBL website for the reference of concerned offices (safety officers) of HPSEBL. A copy of the same has also been sent to your office through e-mail on 17th June, 2020. It is therefore requested to do the needful at the earliest.

DA: - As above


(Er. Rajiv Sood)

Chief Engineer (P&M),

-cum- Chief Safety Officer

HPSEBL, Shimla-04

e-mail: cepmhpsebl@gmail.com

4/26/6
S. Sood (IT)

AD
27/6

DA not attached
Tele. communication
1 AM at 14/6
27/6

27/6

DA received on
27/6



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A State Government Undertaking)

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CIN: U40109HP2009SGC031255

Phone No.: 0177-2803600 (Office) 2813563 (FAX) 2801675

Website: www.hpseb.com, E-mail: cmd@hpseb.in, directorfa@hpseb.in

No. HPSEBL (Sectt.)402-49(Safety Instructions)/20-21:- 476-507. Dated:- 17.06.2020.

To

All the Dy. C.E.'s/ S.E.'s
-cum- Safety Officers
Under Operation Wing

All the Dy. C.E.'s/ S.E.'s
-cum- Safety Officers
Under Generation Wing

All the Dy. C.E.'s/S.E.'s
-cum Safety Officers
Under E.S. Wing

Dy. C.E./S.E. (Protection)
-cum Safety Officer

Dy. C.E./S.E. (E) at various
hydro projects under execution

SUBJECT: - Compliance of the provisions of the Central Electricity Authority Regulations with regard to construction of Electricity lines & sub-stations and measures related to safety & supply.

Sir,

May refer to this office order No. HPSEBL (SECTT) 402-49 (Safety measure-165)/ 2016-17-44449-510, dated: - 01.09.2016 (copy enclosed) vide which the appointment of safety officers was done by HPSEBL. Each safety officer was to constitute sub-committees for his respective circle and periodical meetings were to be conducted for reviewing the safety measures suggested by HPSEBL authorities. As per record available in this office the following eight circles have constituted their sub-committees: -

GENERATON WING	ELECTRICAL SYSTEM WING	DISTRIBUTION WING
o/o S.E., Gen Circle, Bhaba	o/o S.E., ES Circle, Hamirpur	o/o S.E., Op. Circle Solan
o/o S.E., Gen Circle, Sarabai		o/o S.E., Op. Circle Hamirpur
o/o S.E., Gen Circle, Shaktinagar		o/o S.E., Op. Circle Mandi
		o/o S.E., Op. Circle Kullu

Further the committees constituted were to periodically meet and review the safety measures being taken and ensure the adherence of guidelines being imparted from time to time. Each meeting had to be duly documented by Safety officer and the recommendations/ suggestions received were to be forwarded to the Chief Safety Officer for further scrutiny and placing them

17/6

before the Management of HPSEBL for consideration. **Assignment of responsibility/ role matrix has clearly been depicted in the HPSEBL Safety manual [Chapter -4, clause 4.3, 4.4 & 4.5 of (Responsibility Assignment)].** But, it is a matter of concern that no concrete steps have been taken as per the responsibilities assigned to Electrical Safety Officers at different levels.

As Chief Safety Officer of the Company, this office has been imparting instructions regarding various safety measures to be taken/ adopted by field units from time to time, which are appended below: -

- 1.) A comprehensive “**Electric Safety Manual & General Safety Instructions**” pertaining to Distribution & Electrical System functions, was notified and circulated by Chief Engineer (Comm.) vide his letter No: *HPSEBL/CE(Comm.)/Electric Safety/2014-15- 21641-64, dated: - 24.03.2016*. A copy of the same has also been made available on HPSEBL website for ready reference. The CEA Regulations 2010 (*Measures Relating to Safety & Electricity Supply*) have also been made available on HPSEBL website for ready reference.
- 2.) The instructions regarding training of supervisory/ technical staff and the use of Personal Protective Equipments (PPEs) by field & technical staff were issued vide this Office Order No: *HPSEBL (SECTT) 402-49 (Safety Measures-165)/ 2016-17- 44511-28, dated: - 01.09.2016*, therein, Chief Engineers concerned were also asked to make budgetary provisions for purchase of need based Personal Protective Equipment & T&P’s every year.
- 3.) The instructions regarding ensuring safe ground clearances in overhead HT/LT lines were circulated vide this office letter No: *HPSEBL (SECTT) 402-49 (Safety Instructions)/ 2017-18- 45251-351, dated: - 05.09.2017* which were quite comprehensive.
- 4.) Instructions to ensure the installation of earth leakage protective device in consumer premises were also issued vide this office letter No: *HPSEBL (SECTT) HT/LT Lines/(Safety Instructions)/ 2017-18- 63636-38, dated: - 08.11.2017*.
- 5.) Instructions regarding ensuring the proper guarding & continuous earthing of overhead lines (not exceeding 33kV) at road/ street crossing were issued vide this office letter No: *HPSEBL (SECTT) HT/LT Lines/(Safety Instructions)/ 2017-18- 65964-67, dated: - 27.11.2017*.

Despite all these efforts, it has been noticed that there are daily news items appearing in newspapers regarding fatal/ non-fatal accidents occurring in the jurisdiction of HPSEBL which is not acceptable. **Similarly, we are coming across the news clippings where to staff of HPSEBL is shown working on the lines without adopting safety measures & without Personal Protective Equipments This is a gross violation in discharging the responsibilities assigned vide clause 4.3, 4.4 & 4.5 of the safety manual [Chapter-4].**

As safety officers, we are to ensure that the construction works of the new lines/sub-stations & their maintenance is carried out as per the CEA, 2010 regulations/prevalent norms so that


17/10

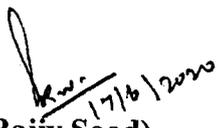
it is safe for the field staff to maintain the lines. In this view, following measures need to be taken immediately: -

- 1.) Safety sub-committees for remaining circles be constituted at the earliest.
- 2.) A meeting to review the safety measures currently being taken, be conducted by each Safety Officer for his respective circle and recommendations/ suggestions thus received be forwarded to this office within **15 days without fail** for placing the matter before HPSEBL Management. Thereafter, periodical meetings be conducted once in three months, which are to be properly documented & recommendations/suggestions received be sent to Chief Safety Officer.
- 3.) **The need for use of Personal Protective Equipments and T&P (rubber gloves, fibre ladders, rubber shoes, safety belts, helmets, earthing devices, line tester etc.) for protection of workmen & their prevention from electrical injury mechanics has been deliberated in CEA guidelines, 2010 [Chapter. – 3, General Safety Requirements, clause 19] & HPSEBL Safety manual. The safety committee will review the status of availability of Personal Protective Equipments & T&P in field units under their respective circles. In case the sufficient quantity of safety equipments is not available, the requisition be consolidated at circle level & then forwarded to concerned Chief Engineer's for procurement.**
- 4.) The supervisory staff be advised to enforce the use of PPE's by field technical staff while executing construction/maintenance work.
- 5.) The safety committee shall also review whether periodical testing of safety equipment is done or not and ensure proper working condition of the safety equipments.
- 6.) **The safety committee shall ensure strict adherence of implimenting "Work Permits" practices in the field. The respective A.S.E./ Sr. Executive Engineer (Division) shall get the work permit formats printed and supplied to the field units with instructions to adopt as described clearly in Chapter-6, clause 6.1 of the safety manual [Safety Document (Permit to Work)]. The non-compliance will call for personal accountability of the concerned.**
- 7.) For specific awareness of the staff, workshops shall be arranged in different operation zones (*i.e. South/North & Central Zone*) and the staff of CE (E.S.)/ C.E. (Gen) posted in these zones shall be associated therein.
- 8.) The field technical staff (*i.e. Lineman/ALM/Team-mate/SSA/ Helpers etc.*) shall be sent regularly for training wherein topics like general safety awareness, first aid, emergency procedures, use of PPE's, safety precautions while handling electro-mechanical equipments, use different types of fire-fighting equipment, response in the event of emergencies including fire/flood/landslide/earthquake etc, site specific hazards and precautions as well as response should be covered.

1716

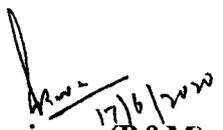
In view of the foregoing, it is advised that the instructions as stated above as well as issued earlier be complied with and circulated to safety officers under your jurisdiction for adherence. The non compliance will be brought in the notice of HPSEBL management for disciplinary action.

The matter may be extended Top Priority.


(Er. Rajiv Sood)
Chief Engineer (P&M)
-cum Chief Safety Officer
HPSEBL, Shimla - 04.

Copy for information & necessary action to: -

- 1.) The Chief Engineer (Op.), South/North/Central Zone, HPSEBL, Shimla/D'shala/Mandi.
- 2.) The Chief Engineer (Generation), HPSEBL, Sundernagar.
- 3.) The Chief Engineer (E.S.), HPSEBL, Hamirpur.
- 4.) The Chief Accounts Officer, HPSEBL, Shimla.
- 5.) The Chief Engineer (MM), HPSEBL, Shimla.
- 5.) The Executive Director (Pers.), HPSEBL, Shimla. It is requested to organise training/ workshop for the field technical staff regarding general safety awareness through Training Cell of HPSEBL. Further it may also be ensured that safety promotional activities like safety day, safety week, fire safety day, fire safety week, posters, slogans, safety calendars etc. are organised periodically through Joint Director (P.R.), HPSEBL.
- 6.) The Sr. P.S./ P.S. to the Managing Director/ Director (Op.)/ Director (Tech) for kind information of Managing Director/ Director (Op.)/ Director (Tech).


Chief Engineer (P&M)
-cum Chief Safety Officer
HPSEBL, Shimla - 04.

EIA (15)

"Save Energy Save Money"
HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Govt. Undertaking)

OFFICE ORDER

The competent authority of HPSEB Limited is pleased to constitute the Safety Committee of HPSEBL for the Safety Measures during Construction, maintenance and Operation of electrical Infrastructure in the following manner:

- | | |
|---|-----------------------|
| 1. Chief Engineer (P&M) | Chief Safety Officer, |
| 2. All the Dy. CE / SE (Ops) | Safety Officer, |
| 3. All the Dy. CE / SE (Gen.) | Safety Officer, |
| 4. Dy. CE / SE (Protection) | Safety Officer, |
| 5. All the Dy. CE / SE (ES) | Safety Officer, |
| 6. Dy. CE / SE (Elect.) at various
Hydro Projects under execution. | Safety Officer, |

Each Safety officer shall constitute Safety Sub-Committees for his respective Circle. Both the Safety committee of HPSEBL and that of field offices shall meet once in a three months to review the safety measures being taken and adherence of guidelines being imparted. Each meeting shall be duly documented by each Safety officer. Recommendations/ suggestions received from field offices shall be consolidated by concerned Safety Officers and forwarded to Chief Safety Officer who will scrutinize it and submit to Management of HPSEBL with his comments/ recommendations for taking further action.

(Er. Vija Dogra)
Chief Engineer (P&M),
HPSEBL, Shimla-04.
TELEFAX No. 0177-2659990
Email: cepm@hpseb.in

No: HPSEBL (SECTT.)402-49 (Safety measure-165)/2016-17-4449-510 Dated 1-9-16
Copy forwarded to the following for information & necessary action:-

- 1 The Chief Engineer (OP's)/Gen./ (ES)/Comm/MM, HPSEBL, CZ Mandi/North Dharmshala/South Shimla/ Sundernagar / Hamirpur / (Comm.Shimla/ (MM) Shimla (HP).
- 2 The Executive Director (Pers.), HPSEBL, Vidyut Bhawan, Shimla-04.
- 3 The Chief Accounts Officer, HPSEBL, Shimla-4.
- 4 All the Dy. CE/SE (Ops)/Gen./ES under HPSEBLtd.
- 4 The A.S. cum P.S / Sr. P.S / P.S to Managing Director/Directors for kind information of Managing Director/Directors.

Chief Engineer (P&M),
HPSEBL, Shimla-04.

EIA (15)

"Save Energy Save Money"
HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Govt. Undertaking)

OFFICE ORDER

The competent authority of HPSEB Limited is pleased to constitute the Safety Committee of HPSEBL for the Safety Measures during Construction, maintenance and Operation of electrical Infrastructure in the following manner;

- | | |
|---|-----------------------|
| 1. Chief Engineer (P&M) | Chief Safety Officer, |
| 2. All the Dy. CE / SE (Ops) | Safety Officer, |
| 3. All the Dy. CE / SE (Gen.) | Safety Officer, |
| 4. Dy. CE / SE (Protection) | Safety Officer, |
| 5. All the Dy. CE / SE (ES) | Safety Officer, |
| 6. Dy. CE / SE (Elect.) at various
Hydro Projects under execution. | Safety Officer, |

Each Safety officer shall constitute Safety Sub-Committees for his respective Circle. Both the Safety committee of HPSEBL and that of field offices shall meet once in a three months to review the safety measures being taken and adherence of guidelines being imparted. Each meeting shall be duly documented by each Safety officer. Recommendations/ suggestions received from field offices shall be consolidated by concerned Safety Officers and forwarded to Chief Safety Officer who will scrutinize it and submit to Management of HPSEBL with his comments/ recommendations for taking further action.


(Er. Vija Dogra)
Chief Engineer (P&M),
HPSEBL, Shimla-04.
TELEFAX No. 0177-2659990
E mail: cepm@hpseb.in

No: HPSEBL (SECTT.)402-49 (Safety measure-165)/2016-17-44449-510 Dated 1-9-16
Copy forwarded to the following for information & necessary action:-

- 1 The Chief Engineer (OP's)/Gen./ (ES)/Comm/MM, HPSEBL, CZ Mandi/North Dharmshala/South Shimla/ Sundernagar / Hamirpur / (Comm.Shimla/ (MM) Shimla (HP).
- 2 The Executive Director (Pers.), HPSEBL, Vidyut Bhawan, Shimla-04.
- 3 The Chief Accounts Officer, HPSEBL, Shimla-4.
- 4 All the Dy.CE/SE (Ops)/Gen./ES under HPSEBLtd.
- 4 The A.S cum P.S / Sr. P.S / P.S to Managing Director/Directors for kind information of Managing Director/Directors.


Chief Engineer (P&M),
HPSEBL, Shimla-04.

F1B (7)

SAVE ENERGY SAVE MONEY
HIMACHAL PRADESH STATE ELECTRICITY BOARD Ltd.
(A State Govt. Undertaking)
OFFICE ORDER

In pursuance to the directions of HPERC & provisions contained in CEA Regulations/Notifications in the matter of Safety guidelines/instructions/standard operating procedures/measures related to safety, the HPSEBL had constituted a committee, comprising of the following Members, to put in place guidelines/instructions/standard operating procedure/measures relating to Safety:-

- | | |
|--|-------------------|
| 1. Director(Operation), HPSEBL | Chairman |
| 2. Director(Technical), HPSEBL | Member |
| 3. Chief Engineer(Op), South, HPSEBL | Member |
| 4. Chief Engineer(Commercial), HPSEBL | Member |
| 5. Chief Engineer(Generation), HPSEBL | Member |
| 6. Chief Accounts Officer, HPSEBL | Member |
| 7. Chief Engineer(P & M), HPSEBL | Member |
| 8. Dy. Director(Personnel), HPSEBL | Member |
| 9. Superintending Engineer(SERC), HSPEBL | Member Secretary. |

Based on the recommendations of this committee, the HPSEBL is pleased to notify the "Electrical Safety Manual and General Safety Instructions", pertaining to Distribution and Electrical System functions, to be followed in letter & spirit, by the field offices under HPSEBL, to prevent fatal and non fatal accidents.

The Safety Manual relating to Hydro Generating Projects, under HPSEBL shall be notified separately.

(Er. Mahesh Sirkek)
Chief Engineer (Comm.),
HPSEB, Vidyut Bhawan, Shimla-4
Phone: 0177-2656624
Email: cecomm@hpseb.in

No. HPSEBL/CE(Comm.)/Electric Safety/2014-15- 21461-64 dated: 24/3/15

Copy to:-

1. The Principal Secretary (Power) to the GoHP, along with the copy of Electrical Safety Manual and General Safety Instructions for kind information please.
2. The E.D(Tech), HPERC, Keonthal Commercial Complex, Khalini, Shimla-2, along with the copy of Electrical Safety Manual and General Safety Instructions for kind information please.
3. The Chief Electrical Inspector, Block No. 29, SDA Complex, Kasumpti, Distt. Shimla(H.P.)-171009, along with the copy of Electrical Safety Manual and General Safety Instructions for kind information please.
4. The SE(IT), HPSEBL, Shimla-4, along with the copy of Electrical Safety Manual and General Safety Instruction, to upload the same in the HPSEBL website.

(Er. Mahesh Sirkek)
Chief Engineer (Comm.),
HPSEB, Vidyut Bhawan, Shimla-4
Phone: 0177-2656624
Email: cecomm@hpseb.in

File 16

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A state Govt. Undertaking)

No. HPSEBL/F&A/C&M-5/2013-14- 502
To

Dated:- 7/9/2016

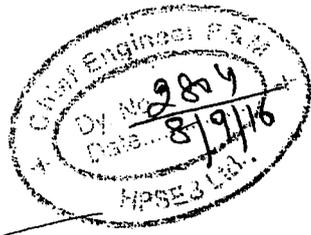
The Superintending Engineer,
O/o Chief Engineer (P&M),
HPSEB Ltd., Shimla-171004

Sub:- Creation of separate A/C Head for Safety Measures.

Sir,

Please refer to your office letter No. HPSEBL(Sectt.)/402-49(Safety Measures-165)2016-17-43441 dated 30-08-2016 on the subject cited matter. In this context, it is intimated that the required Head for Safety Measures has already been allotted vide this office letter No. HPSEBL/F&A/C&M-5/2015-126-250 dated 11-07-2016. However, the photocopy of the same is again enclosed herewith for ready reference please.

DA: As above.

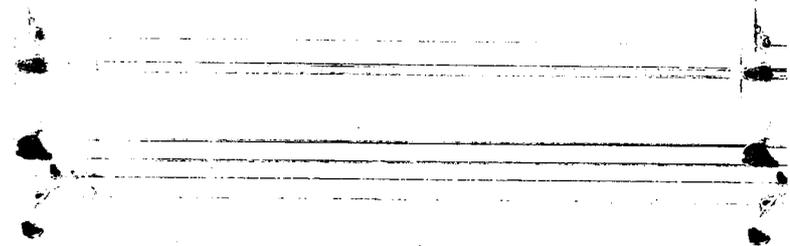


Yours faithfully,

[Signature]
Accounts Officer (A&R),
F&A Wing, HPSEB Ltd.,
Shimla-171004.

[Handwritten signature]
7/9/16

[Handwritten signature]
08/09/16

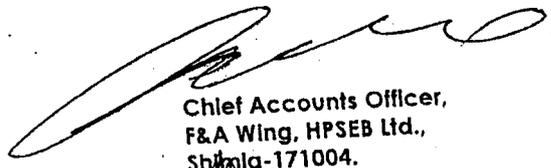


HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Govt. Undertaking)

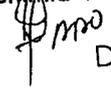
****ADDENDUM***

The following Account Code/Head may be inserted under Account Group 76 in the "Chart of Accounts" as applicable in the HPSEB Ltd.

Sr. No.	Account Group	Account Code	Account Head
1.	76	76.176	Expenses for safety measures related activities.



Chief Accounts Officer,
F&A Wing, HPSEB Ltd.,
Shimla-171004.



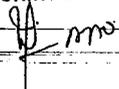
Dated:- 11/7/2016

No. HPSEBL/F&A/C&M-5/2015- 126-250

Copy forwarded for information and necessary action to:-

1. All the Chief Engineers in HPSEB Ltd. (except CE (Comm.)). It is requested to use the above account head for the purpose of accounting of expenditure incurred on a/c of safety measures related activities for FY 2016-17.
2. The Chief Engineer (Comm.), HPSEB Ltd., Shimla-4 w.r.t. his letter No. HPSEBL/CE-(Comm.)/SERC-26/2015-4870-71 dated 30-06-2016.
3. All the Superintending Engineers in HPSEB Ltd.
4. All the Sr. Executive Engineers/Resident Engineers in HPSEB Ltd.
5. All the Sr. Accounts Officers/Accounts Officers/Asstt. Accounts Officers in F&A Wing, HPSEB Ltd. Shimla-4. (except A.O. (Budget)).
6. The Accounts Officer (Budget), F&A Wing, HPSEB Ltd., Shimla-4 with the request to allocate budget of Rs. 1.00 crore for FY 2016-17 against above head.
7. Office order file.


Accounts Officer (C&M),
F&A Wing, HPSEB Ltd.,
Shimla-171004.



FID
(12)

"Save Energy Save Money"
HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Govt. Undertaking)

OFFICE ORDER

The competent authority of HPSEB Limited is pleased to formulate the Safety Committee of HPSEBL for the Safety Measures during Construction, maintenance and Operation of electrical Infrastructure. In this regard, the requirement and specifications of various Personal Protective Equipments(PPEs) and Tools and Plants(T&P) Which needs to be made available in field offices shall be finalized by the following Committee:

1. Chief Engineer (MM)	Chairman
2. SE(Gen.) Circle, Bhaba Nagar	Member
3. SE(ES), Circle, Shimla	Member
4. SE(OP) Circle, Nahan	Member
5. SE(PH &T), Shimla	Member
6. ASE, Electrical Division No.-II, Shimla	Member
7. SE(Electrical), O/O CE (MM)	Member Secretary

1 The committee shall ascertain and decide the item-wise requirement of PPEs and T&Ps to be provided at the following workplaces:

1. Section of JE in Operation Wing associated with Construction and O&M of HV/LV lines and Distribution Sub-stations and release of connections to the consumers.
2. Maintenance and Construction S/Divisions associated with Construction and O&M of HV lines upto 33 kV and 33/11 kV Sub-Stations.

Initially the procurement case shall be processed for items up to worth Rs. 1 Crore only. For future specific budgetary provisions shall be made by the concerned Chief Engineers in HPSEBL Budget for purchase of need based PPEs and T&Ps every year.

2 For general awareness and enthusiasm safety promotional activities shall be organized periodically preferably one in a year and this shall include safety day, safety week, fire safety day, fire safety week, safety competitions, posters, slogans, safety calendar and displays depicting possible consequences of unsafe acts and conditions in conspicuous locations in workplaces. Executive Director (Pers.) shall take necessary action on this through Dy. Public Relation Officer, HPSEBLtd. The funding requirements shall also be appropriately worked out and got approved form the Management.

3 For specific awareness of the staff workshop shall be arranged in different operation zones i.e. South, North and Central Zone and the staff of CE(ES) and CE(Gen.) posted in these zones shall be associated therein. Executive Director (Pers) shall ensure to make all necessary arrangements relating to resource persons/Institutions for getting conducting these workshops once in a year through the Training Cell of HPSEB Ltd.

4 The Field technical staff i.e. Lineman, ALM, T/mate, SSA, Sub-station helpers shall be sent regularly for training. The topics of training shall cover the topics like General safety awareness, First Aid, Emergency procedures including shock treatment, Use of personal protective equipments, Safety precautions when handling electro-mechanical equipments, Use of different type of fire-fighting equipment, response in the event of emergencies including fire, flood, landslide, earthquake etc., Site specific hazards and the precautions as well as response in respect of the same. The Training Cell shall identify the various Training Institute within the country imparting training on these topics. For getting our workforce conducting courses on safety measure. The Lineman Training Centre at Solan and Pandoh shall also be adequately equipped for imparting such training. The trainer in these training Centres shall also be trained. Chief Engineer (Op) South and CE (Op) Center Zone shall take the requisite steps to adequately staffing these training Centres. Rigorous training of atleast 9 resource persons belonging to each operation / ES wing shall be ensured so that they could impart training at these Lineman training centres and in the field periodically. Training cell in the o/o Executive Director (Pers.) shall be the responsibility centre for this activity. Fund requirement shall be worked out in consolidated manner for imparting trainings on the aforesaid centres for which

adequate funds shall be placed at the disposal of Chief Engineer (OP) South and Chief Engineer (OP) Central Zone for smooth running of these centres.

(ii) The training of Supervisory staff ASE/Sr. XEN, AEE/AEs, JEs/Foremen shall also be arranged separately on the topics mentioned in Para 4. The Training Cell in the O/O Executive Director (Pers) shall formulate the requisite training schedule.

5 The supervisory staff shall enforce the use of PPEs by field and Technical staff failing which they shall be liable for disciplinary action. In case the directions are flaunted and /or not followed by the ancillary staff working at the workplace, the erring officials shall also be liable to disciplinary action on report by the concerned supervisor to the disciplinary authority.

(Er. Vijja Dogra)
Chief Engineer (P&M),
HPSEBL, Shimla-04.
TELEFAX No. 0177-2659990
E mail: cepm@hpseb.in

No: HPSEBL (SECTT.)402-49 (Safety measure-165)/2016-17-44/311-28 Dated 1-9-16
Copy forwarded to the following for information & necessary action:-

- 1 The Chief Engineer (MM) / Gen. / ES / (OP's) / (SP), HPSEBL, Shimla / Sundernagar / Hamirpur / CZ Mandi/North Dharmshala/South Shimla/ (SP) Shimla(HP).
- 2 The Executive Director (Pers.), HPSEBL, Vidyut Bhawan, Shimla-04.
- 3 The Chief Accounts Officer, HPSEBL, Shimla-4.
- 4 The SE (Electrical), (MM)/Gen. Bhabanagar/(ES) Shimla/(OP) Nahan/(OP) Shimla/ PH&T Shimla.

File 23

V. URGENT
PERSONAL ATTENTION

"Power Saved is Power Generated"
HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Govt. Undertaking)

No. HPSEBL (Sectt.) 402-49(Safety Instructions)/2017-18:- 45251-351 Dated:-5

To

1. The Chief Engineer (Op.) South,
HPSEBL, Shimla-04.
2. The Chief Engineer (Op.) North,
HPSEBL, Dharamshala.
3. The Chief Engineer (Op.) C. Zone,
HPSEBL, Mandi.

Subject:- Instructions regarding ensuring safe ground clearances of overhead HT/LT lines.

HPSEBL Management has taken serious view of frequent unfortunate incidents resulting in fatal and non-fatal accidents involving HPSEBL Employees, general public and animals. Such incidents not only bring disrepute to the organization but also put utility in financial distress.

In this context, I have been directed to draw your attention to the "Electrical Safety Manual & General Safety Instructions" notified by the Chief Engineer (Comm.) vide letter No. 1461-64 dated 24.03.2015, in which each aspect related to prudent safety practices, precautions and safety measures have been discussed at length. But the frequency of these incidents indicates that aforementioned instructions are not being followed in letter and spirit. Major compromises are being made during initial construction of infrastructure. **Phase to phase clearances as mandated, are not being maintained and continuous earth wires meant for earthing of line structures are not being provided in so many cases.**

Clearances, be it horizontal or vertical, from buildings, roads, objects as per Rules are not being maintained. Due care is not taken by field staff, Junior Engineers and Assistant Engineers while patrolling lines, to observe whether or no

any building, being constructed or tree, falls beneath or close to lines. Neither notices are served for such intrusions nor are these followed to logical end by pursuing rules framed by HP Govt. under Section 67 and 68 of Indian Electricity Act, 2003 circulated by HPSEBL vide letter No. HPSEBL(Sectt.)402-11(Notification)/ 2016-17-16653-69 dated 23.05.2016. The minimum clearance of overhead lines of various voltage levels from ground and buildings is depicted in the following table:-

Sr. No.	Description	Voltage Level	Minimum Clearance
1.	Overhead line running across street	Upto 650 Volts	5.8 Mtr.
2.	Overhead line running across street	Exceeding 650 Volts upto 33 KV	6.1 Mtr.
3.	Overhead line running along street	Upto 650 Volts	5.5 Mtr.
4.	Overhead line running along street	Exceeding 650 Volts upto 33 KV	5.8 Mtr.
5.	Overhead line running elsewhere other than along or across street	11 KV	4.6 Mtr.
6.	Overhead line running elsewhere other than along or across street/ road	Exceeding 11 KV upto 33 KV	5.2 Mtr.
7.	Overhead line running over a building	Upto 650 Volts	2.5 Mtr.
8.	Overhead line running over a building	Exceeding 650 Volts upto 33 KV	3.7 Mtr.
9.	Overhead line running over a building	Exceeding 33 KV	3.7 Mtr. plus 0.30 Mtr. for every additional 33 KV or part thereof
10.	Overhead line running adjacent to a building	Upto 650 Volts	1.2 Mtr.
11.	Overhead line running adjacent to a building	Exceeding 650 Volts upto 11 KV	1.2 Mtr.
12.	Overhead line running adjacent to a building	Exceeding 11 KV upto 33 KV	2.0 Mtr.
13.	Overhead line running adjacent to a building	Exceeding 33 KV	3.0 Mtr. plus 0.30 Mtr. for every additional 33 KV or part thereof

Instructions to constitute safety committees at Division level/Sub-Division level, for conducting meetings for discussing safety-related issues with staff were

conveyed. It is once again emphasized that safety meetings must be convened on regular basis to sensitize the staff about safety and proper record of such meetings and rectification/modification, if any made, is required to be maintained.

Many incidents of HPSEBL staff have occurred as effective local earthing on both sides of site of work is not provided. Proper opening of GO switch were not ensured. On LT lines, where double supply is available, intermixing neutral from other supply source is common practice. Second source of supply to the network were not properly identified and precaution to effectively isolate the line was not taken. Instances of common neutral wire of different source of power, specifically in case of street lights, are in practice, that needs to be set right.

All the concerned Superintending Engineers, Sr. Executive Engineers and Assistant Engineers directed to ensure that:-

- 1) Construction is carried out following prudent practice; cross arms, stay wire with guy insulators, continuous earth wire, earthing of structure and fitting, proper conductor to conductor spacing (in line to span requirements), vertical and horizontal clearances be maintained as per latest statutory provisions.
- 2) Roads are crossed at an angle not less than 60 degrees, with dead pole structure having guard wire running across the road.
- 3) Shut downs, routine or emergency, should only be availed after getting Permit to Work (PTW) following the process and all mandatory precautions should be taken by planning the job under supervision of Supervisor in charge. Workmen must be explained the work and precaution before starting the work. The obtaining and cancellation of PTWs should only be regulated after exhausting the process as has been defined in Safety Manual.
- 4) G.O. Switches are provided with Pad-locks and Warning signs in Hindi, cajoling workers to ensure that switch is in proper open position and local earth after the opening of G.O. switch on opened side is provided, before starting work.

5) Effective local earth is provided on both sides of the site of work.

Since, HPSEBL is a commercial organization and facing acute financial crunches, hence is not in a position to afford such unwarranted expenditure on payment of compensation to the victims of accidents due to electrocution. It is, therefore, requested that the above mentioned instructions may be adhered to strictly in letter and spirit. Any negligence in this regard shall be viewed seriously and person(s) responsible shall invite disciplinary action for any lapse on this account.

To make up the deficiency found in the distribution system viz inadequate earth wire etc. a/w financial implication, if any, may be worked out and submitted to this office within 3 weeks positively. Any laxity in this part shall be personal responsibility.

[Signature]
**(Er. Vijai Dogra),
Chief Engineer (P&M),
Vidyut Bhawan,
HPSEBL, Shimla-04.
TELEFAX 0177-2659990
e-mail: cepm@hpseb.in**

Copy forwarded to the following for information and necessary action:-

1. The Chief Engineer (ES), HPSEBL, Hamirpur. He is requested to explore and put up the proposal for providing adequate protections to take care of trippings in case of broken wire conditions to ensure safety. Financial implication may also be worked out and complete proposal be submitted within 15 days positively.
2. All the Superintending Engineers (Op.)/Sr. Executive Engineers working in HPSEBL for information and strict compliance.
3. All the Superintending Engineers/Sr. Executive Engineers working under ES Wing for information and necessary action.
4. The Executive Director (Pers.), HPSEBL, Shimla-04.
5. The Sr. P.S./P.S. to the Director (Op.)/Director (Tech.)/Managing Director for kind information of Director (Op.)/ Director (Tech.)/Managing Director.

*SE (IT)
copy to be up loaded
in the HPSEBL
Web site.*

[Signature]
**Chief Engineer (P&M),
HPSEBL, Shimla-04.**

F/F

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A State Govt. Undertaking)



Registered Office
Number (CIN)
GST No.
TelePhone No.
Website address
E-mail

Vidyut Bhawan, HPSEB, Shimla-171004 (H.P.)
U40109HP2009SGC031255
HPSEBI 02 AACCH4894EHZB
0177-2803600, 2801675 (Office), 2658684 (Fax)
www.hpseb.com
cmd@hpseb.in & directorfa@hpseb.in

No.:- HPSEBL (Sectt.)/HT/LT Lines/(Safety Instructions)2017-18- 63636-38 Dated:- 08-11-2017

To

The Chief Engineer (Op.), South
HPSEB Ltd, Shimla-04.

The Chief Engineer (Op.), North,
HPSEB Ltd, Dharamshala.

The Chief Engineer (Op.) C.Zone,
HPSEB Ltd, Mandi

SUBJECT:- Instructions to ensure the installation of Earth Leakage Protective Device in Consumers Premises.

The instruction no 10.3 of the HPSEBL Sales Manual Instructions (copy attached) provides that while verifying the test report, the authorized employee of HPSEBL must ensure the provisions contained in instruction no 10 of the HPSEBL Sales Manual (wiring conditions/ wiring regulations) have been complied with, failing which test report should not be approved.

In this context, your kind attention is also brought to the regulation no. 42 of the **Central Electricity Authority (Measures relating to Safety and Electricity Supply) Amended Regulations 2015** (copy attached) as mentioned in the **Gazette of India, Extraordinary Part-III, Section-IV** published on dated 13/04/2015, which is reproduced as under:-

" The supply of electricity to every electrical installation other than voltage not exceeding 250 V below 2 KW and those installations of voltage not exceeding 250 V, which do not attract provisions of section 54 of the Act, shall be controlled by an earth leakage protective device whose maximum earth leakage threshold for tripping should not exceed 30 milliamps for domestic connections and 100 milliamp for all other installations so as to disconnect the supply instantly on the occurrence of earth fault or leakage of current.

Provided that such earth leakage protective device shall not be required for overhead supply lines having protective devices which are directly bonded to the neutral of supply transformers and conforming to regulation 73"

Accordingly, in view of the regulation no. 42 in CEA Amended Regulations 2015, it must be ensured by the concerned field officer that the provision of installation of earth leakage protective device has been made in the wiring of consumer installation in order to disconnect the supply instantly on the occurrence of earth fault or leakage of current to eliminate the chances of fatal/non fatal accident.

You are therefore requested to instruct the field units under your control to ensure strict adherence of the instruction no. 10 of **Sales Manual Instructions- HPSEBL** so as to ensure proper safety provisions and to avoid the incidences of electrocution due to leakage of electric current in future.

D.A.:- As above


(Rajiv Awasthi) 7.11.17
Chief Engineer (P&M),
HPSEB Ltd., Vidyut Bhawan,
Shimla-171004

F/4



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A State Govt. Undertaking)

Registered Office Vidyut Bhawan, HPSEBL, Shimla-171004 (H.P.)
Number (CIN) U40109HP2009SGC031255
GST No. HPSEBL 02 AACCH4894EHZB
Telephone No. 0177-2803600, 2801675 (Office), 2658684 (Fax)
Website address www.hpseb.com
E-mail cmd@hpseb.in & directorfa@hpseb.in

No.:- HPSEBL (Sectt.)/HT/LT Lines/(Safety Instructions)2017-18- 65964-67 Dated:- 27-11-17

To

The Chief Engineer (Op.), South
HPSEB Ltd, Shimla-04.

The Chief Engineer (Op.), North,
HPSEB Ltd, Dharamshala.

The Chief Engineer (Op.) C.Zone,
HPSEB Ltd, Mandi.

SUBJECT:- Instructions regarding ensuring the proper guarding and continuous earthing of overhead lines (not exceeding 33 KV) at road/street crossing.

Please refer to news item appeared in "Danik Jagran" hindi news paper on 14.11.2017(Copy enclosed for ready reference), details of which are self explanatory.

HPSEBL management has taken serious view of frequent unfortunate incidents of live conductors falling on pathways/ roads which could result into fatal and non fatal accident(s). Such incidents not only bring disrepute to HPSEBL but also put utility in avoidable financial loss and reliability of power supply to consumers is also compromised.

In this context, I have been directed to draw your attention to the regulations no. 69,70 and 72 in **Central Electricity Authority (Measures Relating To Safety and Electric Supply) Regulations,2010**, (copy enclosed for ready reference) in which each aspect related to guarding and earthing of overhead lines have been discussed in length. The main points from these regulations are reproduced below;

1. Guarding shall be provided where lines of voltage not exceeding 33 kV cross a road or street.
2. Where an overhead line crosses or is in proximity to another overhead line,

- guarding arrangements shall be provided so to guard against the possibility of their coming into contact with each other.
3. Every guard-wire shall be connected with earth at each point at which its electrical continuity is broken.
 4. Every guard-wire shall have an actual breaking strength of not less than 635 kg and if made of iron or steel, shall be galvanized.
 5. Every guard-wire or cross-connected systems of guard-wires shall have sufficient current-carrying capacity to ensure them rendering dead, been without risk of fusing of the guard-wire or wires, till the contact of any live wire has got removed.
 6. All metal supports and all reinforced and pre-stressed cement concrete supports of overhead lines and metallic fittings attached thereto, shall be either permanently and efficiently earthed by providing a continuous earth wire and securely fastening to each pole and connecting with earth nearly ordinarily at three points in every km. with the spacing between the points being as equidistant as possible or each support and the metallic fitting attached thereto shall be efficiently earthed.

As far as maintaining of appropriate prescribed minimum clearance horizontal and vertical is concerned, detailed instructions already have been imparted vide this office letter No. HPSEBL (Sectt.) 402-49(Safety Instructions)/2017-18-45251-351 dated 05.09.2017 (copy enclosed for ready reference). It is worth mentioning however during the tours, these safety instructions have been deliberated at length by MD/Directors too.

The high occurrence of fatal and non fatal incidents indicates that aforementioned instructions are not being followed in letter and spirit during initial construction of infrastructure/ lines. Guarding of overhead lines at road crossings and continuous earthwires meant for earthing of line structures are not being provided in many cases.

Since, HPSEBL, is a commercial organization and facing acute financial crunch, hence is not in a position to afford such unwarranted expenditure on payment of compensation to the victims of accidents due to electrocution. It is, therefore, requested that the above mentioned guidelines may be adhered to strictly in letter and spirit. Any negligence in this regard shall be viewed seriously and person(s) responsible shall invite disciplinary action for any lapse on this account including recovery of compensation amount from defaulter. Criminal proceedings arising out of such incidents/ negligence's shall not be defended by HPSEBL and it shall be individual's responsibility.

To make up the deficiency found in the electric supply system viz inadequate clearance/guarding of electric lines at road crossing and continuous earth wire etc. a/w financial implication, if any may be worked out and submitted to this office within 3 weeks positively. Any laxity in this part shall be ~~your~~ personal responsibility.

DA:- As above


(Er. Vijai Dogra)
Chief Engineer (P&M),
HPSEB Ltd., Vidyut Bhawan,
Shimla-171004.

Copy forwarded to the Chief Engineer (ES), HPSEBL, Hamirpur for information and necessary action in the matter. He is also requested to explore and put up the proposals for providing adequate protections in case of broken wire conditions. Financial implications may also be worked out and complete proposal be submitted within 15 days positively as the supply of this information is already over delayed w.r.t. this office letter No. HPSEBL (Sectt.) 402-49(Safety Instructions)/2017-18-45251-351 dated 05.09.2017.


Chief Engineer (P&M),
HPSEB Ltd., Vidyut Bhawan,
Shimla-171004.