



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Government Undertaking)

Registered Office : Vidyut Bhawan, HPSEBL, Shimla-171004 (H.P.)
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Sales Circular No. 01 /2025

No. HPSEBL/ CE (Comm.)/S-4/Vol-VI/2025- 203-552

Dated: 08.04.2025

To

1. The Chief Engineers (Op.), Shimla / Kangra/ Mandi /Hamirpur Zone, HPSEBL, Shimla/ Dharamshala/ Mandi/ Hamirpur.
2. All the Dy.CEs/ SEs, Operation Circles under HPSEBL.
3. All the Addl. SEs/ Sr. Executive Engineers, Operation, Electrical Divisions under HPSEBL.
4. All A.E.E.s/ A.E.s, Operation, Sub-Divisions under HPSEBL.

Subject:- Amendment to Sales Manual Instruction No. 5.5 and 6.2- Delegation of Power for making power commitment and sanction of load.

Sir,

Following amendments in the existing provisions of Sales Manual Instruction No. 5.5 and 6.2 regarding delegation of powers for issuance of Power Availability Certificate and Sanction of load are hereby made in view of change of limits of standard supply voltage by HPERC in the HP Electricity Supply Code,2009 as amended from time to time with immediate effect:-

A) Amendment to the existing table at Instruction No. 5.5. as under: -

Sr. No.	Designation	Delegation of Powers for making power commitment (including issuance of PAC for builder/ developers/promoters)		Competent to make commitments on Voltage
		Connected load	Contract Demand	
1.	Sr. E.E./ Addl.S.E. Incharge of Operation Division	Upto 1000 kW	Upto 1000 kVA	11 kV or 22 kV
2	S.E./ Dy.C.E. Incharge of Operation Circle	>1000 kW up to 2000 kW	>1000 kVA up to 2000 kVA	11 kV or 22 kV
3	C.E. Incharge of Operation Zone	>2000 kW up to 7000 kW	>2000 kVA up to 5000 kVA	11 kV
		>2000 kW up to 14000 kW	>2000 kVA up to 10000 kVA	22 kV
		All special Category Loads up to 1000 kW/ kVA		11 kV or 22 kV
4.	HPSEBL Level Committee Managing Director, Director (Op), Director (Tech.)	➤ All Special Category Loads (furnace load and mass induction heating loads and other load as may be decided by Commission) above 1000 kW and 1000 kVA Contract Demand. ➤ All loads at 33 kV and above.		33 kV or 66 kV or 132 kV or 220 kV
5.	The online /offline comments on power availability shall be intimated to Director of Industry after receipt of feasibility reports from the above authority to whom the power has been delegated. The CE(Op) concerned to intimate the arrangement for supply of power for the Single Window Cases to CE(Comm.) after getting it from concerned field			

	<p>equivalent office of ES wing i.e. for load up to 1000 kW (Sr. EE, ES), up to 2 MW SE (ES) and above 2MW CE(ES).</p> <p>CE(Op) shall intimate the feasibility report through fax/email to CE(Comm.) within three days positively. The comments on availability of power at 33 kV and above shall be intimated to Director of Industry after approval of HPSEBL level Committee at Sr. No. 4 above.</p> <p>The PAC in respect of the cases falling under purview of State Level Single Window Clearance and Monitoring Authority shall be issued by the concerned Sr.E.E. of Electrical Division after authorisation from CE(Comm.).</p> <p>In case of PAC for other than Single Window Cases falling under the competency of HPSEBL Level Committee, the PAC shall be issued by the respective Chief Engineers (Op) after approval of the Competent Authority as per Sl. No. 4 above through CE(Comm.).</p>
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B) The existing table appearing at Instruction No. 6.2 shall be replaced with the following:-

Existing table appearing at Instruction No. 6.2 shall be replaced with the following:

Sr. No.	Designation	D.O.P. for sanction of load		
		Connected load	Contract Demand	Supply Voltage
1.	Engineer Incharge of Operation Sub-Division (AE, AEE)*	<=50 kW (at LT Supply)	<=50 kVA	1-ph. 230 V or 3-ph. 0.4 kV
2.	Sr. E.E./ Addl.S.E. Incharge of Operation Division*	>50 kW upto 1000 kW	>50 kVA up to 1000 kVA	11 kV or 22 kV
3	S.E./ Dy.C.E. Incharge of Operation Circle*	>1000 kW up to 2000 kW	>1000 kVA up to 2000 kVA	3-ph. 11 kV or 22 kV
4.	C.E. Incharge of Operation Zone*	>2000 kW up to 7000 kW	>2000 kVA up to 5000 kVA	11 kV
		>2000 kW up to 14000 kW	>2000 kVA up to 10000 kVA	22 kV
		All special Category Loads up to 1000 kW/ kVA		11 kV or 22 kV
		Permanent reduction of Connected load and Contract demand in respect of loads under HPSEBL level Committee at Sr. No. 5 below.		
5.	HPSEBL Level Committee Managing Director, Director (Op), Director (Tech.)	➤ All Special Category Loads (furnace load and mass induction heating loads and other load as may be decided by Commission) above 1000 kW and 1000 kVA ➤ All loads at 33 kV and above.		33 kV, 66 kV, 132 kV,220 kV
	Formal Sanction order shall be issued by the concerned Chief Engineer (Op) after approval of HPSEBL Level Committee after completion of all codal formalities.			

*The load sanction /PAC be sanctioned / issued by the authority

*The load sanction /PAC be sanctioned / issued by the authorities as per above delegation under intimation to next higher authority.

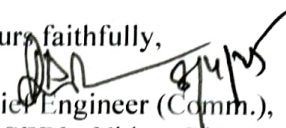
Handwritten signature and date 29/4/25

Contd..3/-

All the instructions pertaining to above issued earlier and included in the Sales Manual stand superseded by this Sales Circular to the above extent whenever not in line with the above amendment. The above instructions may please be followed in letter and spirit.


This bears approval of the competent authority of HPSEB Ltd.

Yours faithfully,


Chief Engineer (Comm.),
HPSEBL, Vidyut Bhawan,
Shimla-4.

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

1. The Addl. Chief Secretary/ Principal Secretary (MPP & Power) to the Govt. of H.P., Shimla-2.
2. The Secretary, HPERC, Vidyut Aayog Bhawan, Block No. 37, SDA Complex, Kasumpti, Shimla-9.
3. The Chief Electrical Inspector, H.P. Govt., Block No. 29, SDA Complex, Shimla-171009.
4. The Executive Director (Personnel), HPSEBL, Vidyut Bhawan, Shimla-4.
5. The Chief Engineer (P&M), HPSEBL , Vidyut Bhawan, Shimla-4. The necessary changes in the Load Sanction and PAC CRM module be accordingly made at the earliest.
6. The Chief Accounts Officer, F&A Wing, HPSEBL, Vidyut Bhawan, Shimla-4.
7. The Chief Audit Officer, F&A wing, HPSEBL, Vidyut Bhawan, Shimla-4.
8. The Superintending Engineer (Enf. & EA)/ Superintending Engineer (Tariff & SERC) in this office.
9. The Superintending Engineer (IT) in this office to upload the same in the HPSEBL official website.
10. The Resident Audit Officer, HPSEBL, Shimla-4.
11. The Secretary, H.P. Electricity Ombudsman, Sharma Sadan, Behind Keonthal Commercial Complex, Khalini, Shimla-2.
12. The Secretary, Consumer Grievances Redressal Forum, Kasumpti, Shimla-9.
13. The Dy. Secretary (Law), HPSEBL, Shimla-3.
14. The Addl. Secretary-cum-PS/ Sr. PS to Chairman/MD/ Directors for kind information of Chairman/ MD/ Directors.
15. The BBN Industries Association(BBNIA), C/o Single Window Clearance Agency, Industrial Area Baddi, Distt. Solan, H.P.
16. Parwanoo Industries Association, HPCED Building, Deptt. of Industries Complex, Sector-1, Parwanoo, Distt. Solan.
17. Kala Amb Chamber of Commerce and Industries(KACCI), Trilokpur Road, Distt.Sirmour-HP.
18. Himachal Chamber of Commerce & Industry, C/o Goel Diesel Service, Bhuppur, Paonta Sahib, Distt. Sirmour-HP-173025.
19. District Industries Association, Una, Himachal Pradesh, 94, Industrial Area, Mehatpur, Distt. Una-174315.
20. Nalagarh Industries Association, C/o Member Secretary, SWCA, Nalagarh, Distt. Solan-HP-174101.
21. Steel Manufacturers' Association, Trilokpur Road, Kala Amb, Distt. Sirmour-HP-173030
22. Mehatpur Industries Association, C/o Spatia Chemicals, 76-77, Industrial Area, Mehatpur,Distt. Una-HP.
23. Haroli Block Industrial Association, Tahliwala, Distt. Una-HP.
24. Bathu -Bathri Industries Association, Tahliwala, Distt. Una-HP.
25. Amb Sub-Division Industries Association, Karlui, Distt. Una-HP.
26. File No. HPSEBL/CE(Comm.)/LS-Genl. in this office.
27. Guard file.


Chief Engineer (Comm.),
HPSEBL, Vidyut Bhawan,
Shimla-4.