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HIMACHAL PRADESH STATE ELECTRICITY BOARD LTD.

No. HPSEB/ CE (Comm.)/S-4/2009- 1661 - 1980

Dated: 27-04-2011.

To

- 1) The Chief Engineer(Op), South, HPSEBL, Shimla-4.
- 2) The Chief Engineer(Op), CZ, HPSEBL, Mandi.
- 3) The Chief Engineer(Op), North, HPSEBL, Dharamshala.
- 4) All the Dy. CEs/S.E.s Operation Circle in HPSEBL.
- 5) All the Addl. S.E./ Sr. Executive Engineers, Operation Electrical Divisions in HPSEB.
- 6) All AEEs/AEs Operation Sub-Divisions in HPSEB.

Sub:- Revision of contract demand.

Sir,

It has come to the notice of HPSEB Ltd. that the instructions issued for the revision of contract demand in Sales Circular No. 11 circulated vide letter No. HPSEB/CE(Comm.)/S-4/09-18693-18992 dated 18.2.2009 is not being implemented by the field units in the right spirit. The competent authority has approved the following amendments in the said circular for dealing the cases of revision of contract demand :-

A) Enhancement of Contract demand

The enhancement in contract demand is subjected to the approval of competent authority which is subject to availability of the system to cater to the enhanced contract demand and deposit of the proportionate cost share of feeding sub-station & line for the increased quantum of the contract demand. The effective date of enhancement of the contract demand should be the date of approval by the competent authority or date of deposit of the proportional cost share of feeding sub-station whichever is later.

For timely disposal of enhancement of Contract demand cases, following steps be taken:-

- It may be ensured by AE/AEE concerned that the complete case is received in the Sub-Division with the requisite processing fee. The consumer should be given option to either deposit the proportionate cost sharing of feeding sub-station & line at the time of application or after sanction of enhanced contract demand by competent authority. In case of deposit after sanction of enhanced contract demand, an affidavit to this effect should be obtained and full amount be got deposited before release of enhanced contract demand.
- Efforts should be made such that the case does not remain pending in each office for more than a week. Dated initials to be recorded while processing/forwarding the case file.
- The loading position of the feeding sub-station as well as feeder feeding the load to cater the enhanced contract demand should be enclosed with the case. In case, there is proposal for augmentation of feeding sub-station/ creation of new sub-station or line or both, the same should be

B)

Reduction of Contract Demand

The decrease in the contract demand shall remain as per the Sales Circular No. 11 with the following time frame based on the connected load, supply voltage and type of load:-

Sr. No.	Connected load	Time Period (days)
i)	Up to 100 kW at 11 kV supply voltage	21 days
ii)	101 kW to 2000 kW at 11 kV or 22 kV supply voltage with General Load	30 days
ii)	a) above 100 kW up to 2 MW at 33 kV or 66 kV supply voltage for General load b) above 100 kW to 2 MW for PIU Consumers (load with induction furnace/ rolling mill load) c) All loads above 2 MW	45 days

To implement the instructions of reduction in contract demand in an effective way following steps be taken:-

- It may be ensured by the field units that the complete case is received in the Sub-Division with the requisite processing fee.
- The case should not be kept pending in each office for more than a week.
- In case of reduction of Contract Demand where the competent authority is HPSEB Ltd. level Committee, the case complete in all aspects should reach in the office of Chief Engineer(Comm.) within 30 days for arranging approval of competent authority of HPSEB Ltd.
- In case the sanction of reduction of contract demand is not received in the concerned Electrical Division within the time frame stipulated above, the Sr.E.E. of concerned Electrical Division should allow reduction of contract demand at his end without waiting for the approval /sanction of competent authority.

It would be the responsibility of the concerned official/officers to ensure that above instructions are strictly followed in true letter and spirit. The delay in this regard may be viewed seriously and suitable action may be taken against the defaulters.

All the instructions pertaining to above issued earlier and included in the Sales Manual stand amended to the extent wherever not in line with the above amendment and the instructions will come into force with immediate effect.

Sak 26/7/11
Chief Engineer (Comm.),
HPSEB Ltd., Vidyut Bhawan,
Shimla 171 004.

Copy for information and necessary action is forwarded to:-

1. The Chief Electrical Inspector, H.P. Govt., Block No. 29, SDA Complex, Kasumpti, Shimla-9.
2. The Director of Industries, H.P. Govt., Shimla-1.
3. The Executive Director(Pers), HPSEB Ltd., Vidyut Bhawan, Shimla-4.
4. The Chief Accounts Officer, F&A Wing, HPSEB Ltd, Vidyut Bhawan, Shimla-4.
5. The Resident Audit Officer, HPSEB Ltd., Shimla-4.
6. The Secretary, Forum for Redressal of Grievances of HPSEB Ltd., Kasumpti Shimla-9.

(low) HPSEB Ltd. Shimla-1.

information of CMD/