



Eastern Power

Distribution Company of A.P. Ltd

ఆంధ్ర ప్రదేశ్ తూర్పు ప్రాంత విద్యుత్ పంపిణీ సంస్థ

Memo No.CMD/APEPDCL/VSP/CGM(T)/D.No. 53/09, dated 10-02-2009

Sub: APEPDCL – handing over of removed meters to MRT – reconciliation certificate – Reg.

Ref: (1) Memo No.CMD/APEPDCL/VSP/CGM(T)/D.No.459/08, dt.16-10-2008
(2) Memo No.Dir(O)/EPDCL/VSP/ADE(T)/D.No.265/08, dt.29-10-2008
(3) Memo No.CMD/APEPDCL/VSP/CGM(T)/D.No.485/08, dt.04-11-2008
(4) Memo No.CMD/APEPDCL/VSP/CGM(T)/D.No.16/09, dt.06-01-2009
(5) Memo No.CGM/O&CS/EPDCL/GM(O)-I/ADE.II/D.No.69/09, dt.09-01-09

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Vide references cited above; instructions were issued to all field officers to hand over all old and replaced meters to the MRT between 20th and 25th of every month. Further, the Divisional Engineers/M&P were instructed to submit consolidated reconciliation report for all Assistant Engineers to Chief General Manager/Technical by 26th of every month.

In super session of the above instructions, the following are issued to streamline the process of handing over of meters at various levels as follows:

SECTION OFFICER (OPERATION)

- All section officers are instructed to reconcile and regularize their accounts with MRT and stores before 25.02.2009.
- Section officers are instructed to arrive their opening balance as on 25.02.2009 duly reconciling with MRT.
- Section officers shall not draw any type of meter (S ph, 3 ph, LT TVR & HT TVR) from stores from 26.02.2009 onwards.
- Section officers will receive meters from concerned call centers for release of all new services.
- For the burnt meters other than cost paid, Assistant Engineer should hand over the requisition to the MRT by duly following the rules in vogue.
- The unutilized meters drawn from District Stores for releasing of new services (Except Schemes like Indiramma, RGGVY etc.,) by AE/Operation are to be devoluted to District Stores before 25.02.09.
- The Meters drawn in the High Accuracy meters account are to be utilized completely before 25.02.09 and all the replaced meters are to be handed over.

- The burnt meters of Govt. / STL Services are to be replaced immediately and the cost is to be included in CC bill.
 - i) The concerned AE/Operation shall write a letter to the AAO/ERO for inclusion of the cost of the meter in CC bills.
 - ii) The AAO/ERO shall confirm the inclusion of the cost in to the CC bills.

MRT declared burnt meters:

- The AE/MRT has to certify the meter burnt cases received under other heads of rolling stock and high accuracy meters and the same is to be intimated to AE / Operation. The AE / Operation has to issue a notice to the consumer for payment of the meter charges. If the consumer has not paid the charges within the time, the service is to be disconnected / cost is to be included in the CC bill.

MRT (Meters Wing)

- Three separate accounts are to be maintained for each section officer
 1. For Rolling stock meters
 2. For High accuracy meters
 3. Receipts from field under BPMS / PD / Temporary supply / Conversions.
- Under rolling stock not more than 100 meters will be issued to the section officer at a time and the rolling stock meters will be recouped against receipt of changed meters under rolling stock, which means under any case the rolling stock meters drawn by the AE (O) shall not exceed 100 meters against his account of rolling stock.
- AE/LT meters should draw meters against requisitions received from field for meters burnt and recoup the rolling stock meters devoluted under Meter Burnt account.
- For High accuracy meters drawls the budget provision should be given to M & P Division for issue of work orders.
- Whenever damaged / defective new meters received from CSC, they are to be recouped from MRT.
- Divisional Engineer / M&P shall submit section officer with information in the formats as on 25.02.09 to the concerned Superintending Engineer/Operation.

Customer Service Center:

- For all new service releases including Indiramma, meters will be issued from CSC only.
- For all cost paid Burnt Meters cases meters will be issued from CSC to the field.

- For new services releases cases other than 48 hours (which requires estimate sanctions and approvals from the competent authority) meters shall be issued to the concerned section officer based on the report received from the concerned Asst. Divisional Engineer.
 - a) AE has to submit the capital work completion report to the ADE.
 - b) ADE will in turn sends release of meters report by duly observing the departmental rules in vogue by time to time to the Manager / CSC.
- For release of new services under different scheme example : RGGVY, Indiramma etc., are also to be drawn by concerned Manager/CSC and issue meters to the field under the Scheme account.
- For any conversion meter / Temporary supply, along with the meter the WO No. is to be intimated to the concerned Assistant Engineer / Operation by the Manager/CSC to devolute the removed meter.

All the Section Officers are instructed to submit the information in *Format-I and Format-II in coordination with the MRT Wing and Format – III in coordination with CSC by 26th of every month*. All the relevant information, when a meter is removed, changed or taken delivery, should be entered by the official concerned in EP-IMRS.

The Superintending Engineers / Operation are instructed to monitor and implement the above instructions scrupulously. The Assistant Divisional Engineers shall be responsible for coordinating and transporting meters to and from the MRT, and submitting the monthly reports.

Sd/-

**Chairman & Managing Director,
A.P.E.P.D.C.L., Visakhapatnam.**

To

All Assistant Engineers / Addl.Asst.Engineers (O) A.P.E.P.D.C.L.

All Asst.Divisional Engineers (O) A.P.E.P.D.C.L.

All Divisional Engineers (Operation) A.P.E.P.D.C.L.

All Divisional Engineers (M&P) A.P.E.P.D.C.L.

All Superintending Engineers (O) A.P.E.P.D.C.L.

Copy to:

General Manager (CSC) A.P.E.P.D.C.L.

Chief General Manager / O&CS / A.P.E.P.D.C.L.

All Directors / A.P.E.P.D.C.L.