

13. ELECTRICITY

Sl.No	Services	Procedure
1	Grant of NOC for DG set.	<p>1. The applicant has to apply through " SWIFT " along with the following documents :</p> <p>a) Application in prescribed b) form Copy of SSI Registration c) Copy of Building Occupancy Certificate d) Electrical contractors test report for DG Set. e) Copy of PCC consent to establish DG set.</p> <p>2. After receipt through "SWIFT", the case paper will be forwarded to concerned Sub – Division Officer for inspection of the installation of DG set.</p> <p>3. The Asstt. Engineer / Jr. Engineer of concerned Sub-Division will inspect the change over switch, earthing and other electrical installation of DG set and will certify that the installation is done as per IE rules. If the electrical works are not done as per the department requirement, then the party will be informed to complete the same within a time limit.</p> <p>4. The Sub-Division Officer will return the file to Division Office and the file will be forwarded to the Administrator to obtain approval for grant of NOC. The NOC will be issued after getting the approval from the competent authority.</p> <p>5. Approval of the Electrical Inspector shall be obtained by the party after getting NOC from the Department for operating the generator.</p> <p>Policy and other relevant points: i)NOC for DG sets are issued with a view of safety measure ii) Under section 44 of IE Act, 1948 previous consent from the Department is required for any generation of power. Documents required:</p>
2.	Release of power connection. LT Domestic and LT Commercial, LTAg and LIG :	<p>1. Prescribed requisition form i) NOC from village Panchayat/ Municipality. ii) Building Occupancy / Gamtham Certificate issued by concerned Panchayat or Municipality. iii) Completion Test Certificate of Electrical installation issued by Licensed Electrical Contractor.</p> <p>2. After receipt of above, the departmental person visits the site and puts up the estimate and after payment of service connection charges and security deposit charges the connection is released and billing is started within one month.</p>

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3.	Release of power connection LT Industrial (LTP) up to 99 HP	<ol style="list-style-type: none"> 1. The applicant has to apply through " SWIFT " along with the following documents : <ol style="list-style-type: none"> a) Form of Requisition for supply of Energy. b) Attested copy of SSI. c) Attested copy of NOC from DIC. d) Attested copy of PCC consent to establish / operate e) Copy of project report. f) Copy of Sale / Lease Deed. 2. The Division Office of this Department receives this application from "SWIFT" and then after preparation of Technical Feasibility & confirmation of documents, department issues consent letter. 3. The file alongwith the consent letter is forwarded to Assistant Engineer (Technical) for completion of Departmental formalities by the consumer such as payment of Service connection charges and security deposit, execution of agreements and preparation of Technical sanction etc. 4. If any physical work is involved, the technical sanctioned file is forwarded to Sub-Division for execution of work. 5. After completion of work by Sub Division, the consumer submits the release order file with the following documents again directly to "SWIFT" : <ol style="list-style-type: none"> a) Writing completion & Test Certificate from licensed Electrical Contractor. b) Building Occupancy Certificate. c) RIO Approval of Transformer centre from Electrical Inspector. d) Test certificate of metering issued by MRT section of Department. e) Manufacturer's Test Certificate for capacitors etc. f) Payment receipt of service connection, security deposit, supervision charges etc. 6. After receipt of above file in Division Office, the same is sent to Junior Engineer/Assistant Engineer (Tech.) for inspection of metering system, installation wiring etc. 7. After completion of above formalities, release order for power connection is prepared and issued by the Executive Engineer (Elect.) 8. Thereafter, the file is forwarded to concerned Sub-Division for release of power connection 9. After release of connection, the original file is returned back to Division office for billing and safe custody.

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4.	Release of power connection High Tension Connection (HTC) -above 100 HP:	<ol style="list-style-type: none"> 1 The applicant has to apply through " SWIFT " along with the following documents : <ol style="list-style-type: none"> a) Form of Requisition for supply of Energy. b) Attested copy of SSI. c) Attested copy of NOC from DIC. d) Attested copy of PCC consent to establish / operate e) Copy of project report. f) Copy of Sale / Lease Deed. 2 The Division Office of this Department receives this application from "SWIFT" and then after preparation of Technical Feasibility & confirmation of documents, department issues consent letter. 3 The file alongwith the consent letter is forwarded to Assistant Engineer (Technical) for completion of Departmental formalities by the consumer such as payment of Service connection charges and security deposit, execution of agreements and preparation of Technical sanction etc. 4 If any physical work is involved, the technical sanctioned file is forwarded to Sub-Division for execution of work. 5 After completion of work by Sub Division, the consumer submits the release order file with the following documents again directly to "SWIFT" : <ol style="list-style-type: none"> a) Writing completion & Test Certificate from licensed Electrical Contractor. b) Building Occupancy Certificate. c) RIO Approval of Transformer centre from Electrical Inspector. d) Test certificate of metering issued by MRT section of Department. e) Manufacturer's Test Certificate for capacitors etc. f) Payment receipt of service connection, security deposit, supervision charges etc. 6. After receipt of above file in Division Office, the same is sent to Junior Engineer/Assistant Engineer (Tech.) for inspection of metering system, installation wiring etc. 7. After completion of above formalities, release order for power connection is prepared and issued by the Executive Engineer (Elect.) 8. Thereafter, the file is forwarded to concerned Sub-Division for release of power connection 9. After release of connection in presence of MRT section of this office, the original file is returned back to Division office for billing and safe custody.