

DNH POWER DISTRIBUTION CORPORATION LTD.

(A GOVERNMENT UNDERTAKING)

DADRA & NAGAR HAVELI, SILVASSA.

| | | | | | | | | | | | | | | | | | | | |
|-----------------------|----------------------|--|--|--|---------------------|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| (For Office use only) | | | | | Registration Number | | | | | | | | | | | | | | |
| | | | | | Date of Receipt | | | | | | | | | | | | | | |
| | Name of Sub-division | | | | | Application Number | | | | | | | | | | | | | |
| | | | | | Date of Receipt | | | | | | | | | | | | | | |

APPLICATION FORM FOR LT ELECTRICITY CONNECTION

Note: Intending consumer are requested to see that this form is fully, clearly and legibly filed and signed with date before submitting to the department.

Please strike out words or clauses which are not applicable.

To,

The Executive Engineer,

DNH Power Distribution Corporation Ltd.,

Dadra & Nagar Haveli, Silvassaa.

Dear Sir,

I/We intend to avail Low Tension Power supply for the purpose as detailed below. Accordingly an application in the prescribed format is submitted for scrutiny and sanction of the power supply at the earliest.

| | | | | | | | | |
|---|-----------------|----------------------|-------------------|--------------------|--------------------|-----------|--------|--|
| Category of Electricity Usage (Tick as Applicable) | Domestic | Residential | Hostel | Educational Instt. | Charitable | Religious | Others | Affix Recent passport size photograph and sign across. |
| | Non-Residential | Shop | Bank | Hotel | Auditorium | Office | Others | |
| | Industrial | Bulk Supply | | | | | | |
| | Street Lighting | Agricultural Pumping | | Temporary | | | | |
| | Change of Name | Extension of Load | Reduction of Load | Reconnection | Change of Category | | | |

| | | | | | | | | | | | | | | | | | | |
|-----------------------|-----------------------|--------------------------|--|--|--|--|--|--|-------------|--|--|--|--|--|--|----|--|--|
| Demand Details | | Load applied for (in KW) | | | | | | | | | | | | | | KW | | |
| 1 | Applicant's Mr/Mrs/Ms | | | | | | | | | | | | | | | | | |
| | | First Name | | | | | | | Middle Name | | | | | | | | | |
| | | Surname | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | |
|---|--------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 2 | Father's/ husband's Name | | | | | | | | | | | | | | | | | |
|---|--------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

| | | | | | | | | | | | | | | | | | | |
|---|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 3 | Occupation/ Designation | | | | | | | | | | | | | | | | | |
|---|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

| | | | | | | | | | | | | | | | | | | |
|---|-------------------------------------|--|--|--|--------------|--|--|--|---------------|--|--|--|--|--|--|--|--|-----------|
| 4 | Address at which supply is required | | | | | | | | | | | | | | | | | |
| | Flat No./ Building Name | | | | | | | | | | | | | | | | | |
| | Sector/ Street/ Village | | | | | | | | | | | | | | | | | |
| | Land Mark | | | | | | | | | | | | | | | | | |
| | City | | | | | | | | | | | | | | | | | Pin Code. |
| | Phone Number | | | | Landline No. | | | | Mobile Number | | | | | | | | | |
| | E-mail Address | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | |
|---|-------------------|--|--|--|---------------|--|--|--|--|--|--|--|--|--|--|--|--|-----------|
| 5 | Permanent Address | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | Pin Code. |
| | phone No. | | | | Mobile Number | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | |
|---|----------------|--|--|--|---------------|--|--|--|---|---|--|--|--|--|--|--|--|-----------|
| 6 | Office Address | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | Pin Code. |
| | phone No. | | | | Mobile Number | | | | 9 | 1 | | | | | | | | |

| | | | |
|---|--|------------------|-----------------------|
| 7 | Self Attested Copy of any one document Attached (please tick) | Passport | Pan Card |
| | | Driving License | Pension Payment order |
| | | Identity Card | Freedom fighter Pass |
| | | Election ID | Arms License |
| | | Photo Debit Card | Bar Council I.D |

| | | | |
|----------------|--|---|--|
| 8 | Proof of Ownership Self Attested copy of any one document Attached (please tick) and Proof of Occupancy Self Attested copy of any one document Attached (please tick) | Registered Sale Deed | Certificate of residence issued by Area Councilor in case of rural under MC alongwith lay out plan. |
| | | Registered partition Deed | |
| | | Registered Succession Certificate | Certificate of residence issued by Tehsildar & patwari in case of rural areas not under MC alongwith lay out plan. |
| | | Registered Heir Certificate | |
| | Registered Will | | |
| | Occupancy Certificate | Issued by Town Planning, Authority. | |
| | Registered Power of Attorney | Allotment order issued by owner | |
| | Latest Rent Receipt | Land Revenue receipt in case of agriculture/irrigation pump set | |
| Lease Deed | | | |
| Rent Agreement | Possession letter | | |

| | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------|---|--|--------------|--|--|--|--|--|---------------|--|--|-----|-----------------|-----------------------|--|--|--|--|--|--|--|
| 9 | In case of tenant, permission of Landlord with proof of ownership of premises alongwith landlord's full name & adress be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 10 | In case of partnership firm, partnership deed and authorization, article of association in the name of the applicant be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 11 | In case of public/private Ltd firm, memorandum, article of association, certificate of incorporation and authorization in the name of the applicant be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 12 | In case of Cooperative Group Housing Society, certified copy the registration of the cooperative Group Housing Society be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 13 | Existing A/C No. for reconenction, extension/reduction in load or change of name. | | | | | | | | | | | | | | | | | | | | |
| 14 | Details of any other existing connection in the name of applicant at any other premise in DNH. | | | | | | | | | | | | | Category | | | | | | | |
| | | | | | | | | | | | | | | A/C No. | | | | | | | |
| | | | | | | | | | | | | | | Address | | | | | | | |
| 15 | Details of any other connections in the same premises. If any | | | | | | | | | | | | | | | | | | | | |
| | Category | | | | | | | | Category | | | | | | | | | | | | |
| | A/C No. | | | | | | | | A/C No. | | | | | | | | | | | | |
| | Address | | | | | | | | Address | | | | | | | | | | | | |
| 16 | Details of any other disconencted electricity connection in the name of applicant anywhere in DNH. | | | | | | | | | | | | | Date of disconnection | | | | | | | |
| | | | | | | | | | | | | | | Category | | | | | | | |
| | | | | | | | | | | | | | | A/C No. | | | | | | | |
| | | | | | | | | | | | | | | Address | | | | | | | |
| 17 | The wiring carried out/certified by the following Licensed Electrical Contractor. | | | | | | | | | | | | | | | | | | | | |
| | Name | | | | | | | | | | | | | | | | | | | | |
| | Address | | | | | | | | | | | | | | | | | | | | |
| | Phone No. | | Landline No. | | | | | | Mobile Number | | | | | | | | | | | | |
| | Email | | | | | | | | | | | | | | | | | | | | |
| | Issuing Authority | | | | | | | | | | | | | | | | | | | | |
| | Licence No. | | | | | | | | Vaild Upto | | | | | | | | | | | | |
| 18 | Mention your option to procure the meter. MCB/CB & associated equipments by the applicant (Yes/No) | | | | | | | | | | | Yes | No | | | | | | | | |
| 19 | Mention your option to bear the cost of service line and extensions by the applicant (Yes/No) | | | | | | | | | | | Yes | No | | | | | | | | |
| 20 | Installation test Report along with List of Machinery be attached (Please tick) | | | | | | | | | | | Yes | No | | | | | | | | |
| Billing & Collection | | | | | | | | | | | | | | | | | | | | | |
| 21 | Do you prefer to receive copy of bill/payment reminder/important messages through email/sms | | | | | | | | | | | Yes | No | | | | | | | | |
| 22 | If yes, have you meantioned your email address/ Mobile Number at Sr. no. 4 above. | | | | | | | | | | | Yes | No | | | | | | | | |
| 23 | Preferred Mode of dispatch of bills (Ordinary Post/Registered Post) | | | | | | | | Ordinary Post | | | | Registered Post | | | | | | | | |
| 24 | If through registered post, then the expense of such delivery of bill shall be recoverable from you. Accoedingly have you submitted the written request. | | | | | | | | | | | Yes | No | | | | | | | | |

25 Declaration / Undertaking

(a) I have read and agreed to the notice/conditions above and make following declaration/ undertaking:-

(b) To abide by the provisions of Electricity Act 2003 and joint Electricity Commission (JERC) for the State of Goa and Union Territories (Electricity) Supply Code and other conditions of supply) as amended from time to time.

(c) To pay for the supply of electricity based on the prevailingtariff rates of DNH Electricity Department.

(d) To pay for all other proper charges as become due in accordance with the above regulations and approved schedule of charges of DNH Electricity Department

(e) To deposit such security as DNH Electricity Department, may be entailed to required from me under the above act and regulations.

(f) In case of any fraudulent document submitted by me , I shall be solely and exculsively responsible for the criminal proceedings or any court proceedings initiated and DNH Electricity Department and any employed therof, shall not be responsible for the same.

(g) it is also undertake that the above niformation is correct and in case, I/we violate any undertaking/ instructions or any other information is found to be false at any stage. My/our electric connection may not be released and if released, it may be disconencted without any notice and all charges deposited by me/us be forfeited.

Date _____

Signature of Applicant
Name :-

Signature of the officer/officials verifying the correctness of the application
Name _____
Dated _____

In case of single phase domestic and on domestic consumers, the application from itself shall be treated as agreement.

(A GOVERNMENT UNDERTAKING)

DADRA & NAGAR HAVELI, SILVASSA.

| | | | | | | | | | | | | | | | | | | | |
|-----------------------|----------------------|--|--|--|--|---------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| (For Office use only) | | | | | | Registration Number | | | | | | | | | | | | | |
| | | | | | | Date of Receipt | | | | | | | | | | | | | |
| | Name of Sub-division | | | | | Application Number | | | | | | | | | | | | | |
| | | | | | | Date of Receipt | | | | | | | | | | | | | |

APPLICATION FORM FOR EHT/HT ELECTRICITY CONNECTION

Note: Intending consumer are requested to see that this form is fully, clearly and legibly filed and signed with date before submitting to the department.

Please strike out words or clauses which are not applicable.

To,

The Executive Engineer,

DNH Power Distribution Corporation Ltd.,

Dadra & Nagar Haveli, Silvassaa.

Dear Sir,

I/We intend to avail High Tension/Extra High Tension Power supply for the purpose as detailed below. Accordingly an application in the prescribed format is submitted for scrutiny and sanction of the power supply at the earliest.

| | | | | | | | | | | | | | |
|--|---|--|--|--|--------------------|---------------|-----------------------|--------------------|-----------|--|--------|---------|--|
| Category of Electricity Usage (Tick as Applicable) | Domestic | Residential | | | Educational Instt. | | Charitable | | Religious | | Others | | Affix Recent passport size photograph and sign across. |
| | Non-Resident | Shop | | | Hotel | Hospital | Auditorium | | Office | | Others | | |
| | Industrial | HT Supply | | | | | EHT Supply | | | | | | |
| | Street Lighting | Agricultural Pumping | | | | | Temporary | | | | | | |
| | Change of Name | Extension of Load | | | Reduction of Load | | Reconnection | Change of Category | | | | | |
| Demand Details | | Load applied for (in KVA) | | | | | KVA | Contract demand | | | | | KVA |
| | | Supply Voltage at which connection is required | | | | | 11 KV | 66 KV | | | | | 220 KV |
| 1 | Applicant's Mr/Mrs/Ms | First Name | | | | | Middle Name | | | | | Surname | |
| 2 | Father's/ husband's Name | | | | | | | | | | | | |
| 3 | Occupation/ Designation | | | | | | | | | | | | |
| 4 | Address at which supply is required | | | | | | | | | | | | |
| | Flat No./ Building Name | | | | | | | | | | | | |
| | Sector/ Street/ Village | | | | | | | | | | | | |
| | Land Mark | | | | | | | | | | | | |
| | City | | | | | | Pin Code. | | | | | | |
| | Phone Number | Landline No. | | | | | Mobile Number | | | | | | |
| | E-mail Address | | | | | | | | | | | | |
| 5 | Permanent Address | | | | | | | | | | | | |
| | | | | | | Pin Code. | | | | | | | |
| | phone No. | | | | | Mobile Number | | | | | | | |
| 6 | Registered Office Address | | | | | | | | | | | | |
| | | | | | | Pin Code. | | | | | | | |
| | phone No. | | | | | Mobile Number | | | | | | | |
| 7 | Self Attested Copy of any one document Attached (please tick) | | | | | | | | | | | | |
| | Passport | | | | | | Pan Card | | | | | | |
| | Driving License | | | | | | Pension Payment order | | | | | | |
| | Identity Card | | | | | | Freedom fighter Pass | | | | | | |
| | Election ID | | | | | | Arms License | | | | | | |
| | Photo Debit Card | | | | | | Bar Council I.D/Adhar | | | | | | |

| | | | | |
|---|--|-----------------------------------|---|--|
| 8 | Proof of Ownership Self Attested copy related document Attached (please tick) and Proof of Occupancy Attested copy of document Attached (please tick) | Registered Sale Deed | | Certificate of residence issued by Area Councilor in case of rural under MC alongwith lay out plan. |
| | | Registered partition Deed | | |
| | | Registered Succession Certificate | | Certificate of residence issued by Tehsildar & patwari in case of rural areas not under MC alongwith lay out plan. |
| | | Registered Heir Certificate | | |
| | | Registered Will | | |
| | | Occupancy Certificate | Issued by Associated Town Planning Authority. | |
| | | Registered Power of Attorney | | Allotment order issued by owner |
| | | Latest Rent Receipt | | Land Revenue receipt in case of agriculture/irrigation pump set |
| | | Lease Deed | | |
| | | Rent Agreement | | Possession letter |

Page 2

| | | | | | | | | | | | | | | | | | | | | | |
|--|--|--------------|--|--|--|---------------|--|--|--|---------------|-----------------------|----|------------------------|---------|--|--|--|--|--|--|--|
| 9 | In case of tenant, permission of Landlord with proof of ownership of premises alongwith landlord's full name & adress be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 10 | In case of partnership firm, partnership deed and authorization, article of association in the name of the applicant be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 11 | In case of public/private Ltd firm, memorandum, article of association, certificate of incorporation and authorization in the name of the applicant be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 12 | In case of Cooperative Group Housing Society, certified copy the registration of the cooperative Group Housing Society be attached (please tick) | | | | | | | | | | | | | | | | | | | | |
| 13 | Existing A/C No. for reconenction, extension/reduction in load or change of name. | | | | | | | | | | | | | | | | | | | | |
| 14 | Details of any other existing connection in the name of applicant at any other premise in DNH. | | | | | | | | | | Category | | | | | | | | | | |
| | | | | | | | | | | | A/C No. | | | | | | | | | | |
| | | | | | | | | | | | Address | | | | | | | | | | |
| 15 | Details of any other connections in the same premises. If any | | | | | | | | | | Category | | | | | | | | | | |
| | | | | | | | | | | | A/C No. | | | | | | | | | | |
| | | | | | | | | | | | Address | | | | | | | | | | |
| 16 | Details of any other disconnected electricity connection in the name of applicant anywhere in DNH. | | | | | | | | | | Date of disconnection | | | | | | | | | | |
| | | | | | | | | | | | Category | | | | | | | | | | |
| | | | | | | | | | | | A/C No. | | | | | | | | | | |
| | | | | | | | | | | | Address | | | | | | | | | | |
| 17 | The wiring carried out/certified by the following Licensed Electrical Contractor. | | | | | | | | | | | | | | | | | | | | |
| | Name | | | | | | | | | | | | | | | | | | | | |
| | Address | | | | | | | | | | | | | | | | | | | | |
| | Phone No. | Landline No. | | | | | | | | Mobile Number | | | | | | | | | | | |
| | Email | | | | | | | | | | | | | | | | | | | | |
| | Issuing Authority | | | | | | | | | | | | | | | | | | | | |
| | Licence No. | | | | | | | | | Valid Upto | | | | | | | | | | | |
| 18 | Mention your option to procure the meter, MCB/CB & associated equipments by the applicant (Yes/No) | | | | | | | | | | Yes | No | | | | | | | | | |
| 19 | Mention your option to bear the cost of service line and extensions by the applicant (Yes/No) | | | | | | | | | | Yes | No | | | | | | | | | |
| 20 | Installation test Report be attached (Please tick) | | | | | | | | | | Yes | No | | | | | | | | | |
| Billing & Collection | | | | | | | | | | | | | | | | | | | | | |
| 21 | Do you prefer to receive copy of bill/payment reminder/important messages through email/sms | | | | | | | | | | Yes | No | | | | | | | | | |
| 22 | If yes, have you meentioned your email address/ Mobile Number at Sr. no. 4 above. | | | | | | | | | | Yes | No | | | | | | | | | |
| 23 | Preferred Mode of dispatch of bills (Ordinary Post/Registered Post) | | | | | Ordinary Post | | | | | Registered Post | | | | | | | | | | |
| 24 | If through registered post, then the expense of such delivery of bill shall be recoverable from you. Accoedingly have you submitted the written request. | | | | | | | | | | Yes | No | | | | | | | | | |
| 25 | Declaraaion / Undertaking | | | | | | | | | | | | | | | | | | | | |
| (a) | I have read and agreed to the notice/conditions above and make following declaration/ undertaking:- | | | | | | | | | | | | | | | | | | | | |
| (b) | To abide by the provisions of Electricity Act 2003 and joint Electricity Commission (JERC) for the State of Goa and Union Territories (Electricity) Supply Code and other conditions of supply) as amended from time to time. | | | | | | | | | | | | | | | | | | | | |
| (c) | To pay for the supply of electricity based on the prevailing tariff rates of DNH Electricity Department. | | | | | | | | | | | | | | | | | | | | |
| (d) | To pay for all other proper charges as become due in accordance with the above regulations and approved schedule of charges of DNH Electricity Department | | | | | | | | | | | | | | | | | | | | |
| (e) | To deposit such security as DNH Electricity Department, may be entitled to required from me under the above act and regulations. | | | | | | | | | | | | | | | | | | | | |
| (f) | In case of any fraudulent document submitted by me , I shall be solely and exculsively responsible for the criminal proceedings or any court proceedings initiated and DNH Electricity Department and any employed thereof, shall not be responsible for the same. | | | | | | | | | | | | | | | | | | | | |
| (g) | it is also undertake that the above nformation is correct and in case, l/we violate any undertaking/ instructions or any other information is found to be false at any stage. My/our electric connection may not be released and if released, it may be disconnected without any notice and all charges deposited by me/us be forfeited. | | | | | | | | | | | | | | | | | | | | |
| | Date : | _____ | | | | | | | | | | | Signature of Applicant | Name :- | | | | | | | |
| | Signature of the officer/officials verifying the correctness of the application | | | | | | | | | | | | | | | | | | | | |
| | Name : | _____ | | | | | | | | | | | | | | | | | | | |
| | Dated : | _____ | | | | | | | | | | | | | | | | | | | |
| In case of single phase domestic and on domestic consumers, the application from itself shall be treated as agreement. | | | | | | | | | | | | | | | | | | | | | |

PROCEDURE FOR ISSUING N.O.C. FOR INSTALLTION OF D.G. SET.

- (I) The intending consumer has to submit the application with the following documents.
-
1. Copy of SSI Registration in case of SSI units/ Copy of permission issued by Director of Industries/D.I.C.
 2. Proof of ownership of land (Sale/ Lease Deed.)
 3. Construction permission.
 4. In case of a company, a copy of Memorandum & Articles of Association/In case of a Partnership firm Partnership Deed/In case of a Proprietary unit a certificate to that effect.
 5. Resolution/Authorization of the company/unit authorizing one of the members of the company to sign the documents/agreement etc.
1. Copy of power Sanction letter.
 2. Copy of an undertaking.
 3. An Affidavit.
- (II) The consumer has to give his/their willingness in writing to agree the conditions of the department using the D.G. Set.
- (III) After getting willingness to agreeable with the conditions of the department and manufacturer test certificate of Engine and Alternator the N.O.C. will be issued to established the D.G. Set.

FOR FINAL PERMISSION TO RUN D. G. SET.

1. The consumer has to get his Diesel Generator set installed submit a work completion report as per I.E. Rules, and he has to get his D.G. set inspected by the Electrical Inspector and produce an attested copy of the approval to the department along with the following documents.
 - (I) Copy of permission issued by the Pollution Control Committee for operate of Diesel Generator Set.
 - (II) Copy of NOC issued by the General Manager, D.I.C., Silvassa for D. G. Set.
 - (III) Copy of Occupancy Certificate.
2. On receipt of the above documents. Then the case will be processed for final approval of the Hon. Administrator.
3. The Metering installations will be checked and sealed by the department. Then the consumer can use his captive/stand by generating capacity.

On Ten Rupees Stamp paper duly certified.

AFFIDAVIT.

I, age Occupation authorized signatory of M/S
Situated at Survey No....., Plot No..... Village....., Dadra and Nagar Haveli
(U.T.), Silvassa 396 230. Resident of..... do hereby solemnly affirm and
swear that.

1. Our company i.e. M/S..... has obtained all necessary permissions required by the Administration and we have not violated any rules of the Administration.
2. Further activities i.e. the construction activities taken up by us are strictly as per our approved plans and construction permission issued to us under letter No..... Date..... The Industries Department has also issued N.O.C. under their letter No..... Date:.....The attested copies of the above letters are submitted for your record.
3. Further we have undertaken that we have not violated any procedure or statutory requirements of the local Administration or any other Central/State/U.T. Govt./Administration.
4. In case if it is found at any time in future that we have violated any of the procedure of Central/State/U.T. Govt./Administration, then DNH Power Distribution Corporation Ltd may disconnect our power supply or cancel our Diesel set generator permission without issuing notice any without prejudice to the other rights of the Administration and we will not object for the same.

Date: For M/S.....,
Place:

Authorized Signatory

VERIFICATION.

I, do hereby verify that the contents of the above affidavit are true and correct to the best of my personal knowledge and belief. Hence , I put my signature if this affidavit i.e. to-day on in token thereof.

Date:
Place. Deponent.

On letter head.

U N D E R T A K I N G.

1. The undersigned Shri _____ on behalf of M/s _____, Survey No. _____, Village at _____ authorized by director of M/S _____ do hereby undertake that the company will not ask for supply of electricity till the DNH Power Distribution Corporation Ltd, of Dadra and Nagar Haveli is in a position to supply and arrange electricity to our company.
2. The system and supply of voltage will be at the description of the department as per their rules in forces and the company will not object to such system of supply.

For M/S _____

Authorized Signatory.

CHECK LIST

NEW INDUSTRIAL HIGH TENSION CONNECTION

Flag No. Description of Documents.

1. Application shall be made in prescribed application form stating the required load along with list of machinery.
2. Copy of SSI Registration in case of SSI units/ Copy of permission issued by Director of Industries/D.I.C.
3. Proof of ownership of land (Sale/Lease Deed.)
4. Construction permission.
5. In case of a company, a copy of Memorandum & Articles of Association/In case of a Partnership firm Partnership Deed/In case of a Proprietary unit a certificate to that effect.
6. Resolution/Authorization of the company/unit authorizing one of the members of the company to sign the documents/agreement etc.
7. Copy of 7/12 extract.

Note: (The case will be further processed on receipt of above documents. All the document should be certified or self attested)

ISSUE OF DEMAND NOTICE FOR NEW HIGH TENSION POWER CONNECTION

1. The file shall be processed further for issue of Demand Notice of power after getting following documents. All the documents should be certified or self attested:-
 1. Work Completion Report along with list of machinery.
 2. Copy of RIO approval for consumer as well as departmental side installations.
 3. Copy of Occupancy Certificate.

ACTUAL RELEASE OF HIGH TENSION POWER CONNECTION AFTER RECEIPT OF PAYMENT

1. For agreement a stamp paper of Rs. 100/-.
2. Availability of technical feasibility.

Note: The power shall be released subject to availability of technical feasibility report.

NEW INDUSTRIAL LOW TENSION CONNECTION

Flag No. Description of Documents.

1. Application shall be made in prescribed application form stating the required load.
2. Provisional SSI registration/In principle clearance for MSI/LSI from GM DIC.
3. Proof of ownership of land (Sale/Lease Deed.)
4. Construction permission.
5. In case of a company, a copy of Memorandum & Articles of Association/In case of a Partnership firm Partnership Deed/In case of a Proprietary unit a certificate to that effect.
6. Covering letter indicating whether applicant will set up transformer and lines at his own cost in case power is not available from existing transformer.
7. Resolution/Authorization of the company/unit authorizing one of the members of the company to sign the documents/agreement etc.

Note: (The case will be further processed on receipt of above documents. All the document should be certified or self attested)

ISSUE OF DEMAND NOTICE FOR NEW LOW TENSION POWER CONNECTION / ERECTION OF NEW TRANSFORMER IF REQUIRED

ACTUAL RELEASE OF NEW LOW TENSION POWER CONNECTION AFTER RECEIPT OF PAYMENT.

1. Declaration that agreement has been executed proof of payment as per demand notice,.
2. Work completion/Test report from licensed contractor with receipt no entered and photocopy or receipt along with list of machineries installed.
3. Copy of RIO approval for consumer as well as departmental side installations.
4. Copy of Occupancy Certificate.
5. Valid consent copy from Pollution Control Committee to establish

Temporary Electric Connection Permission for 24 hours or less than one day / more than 1 day

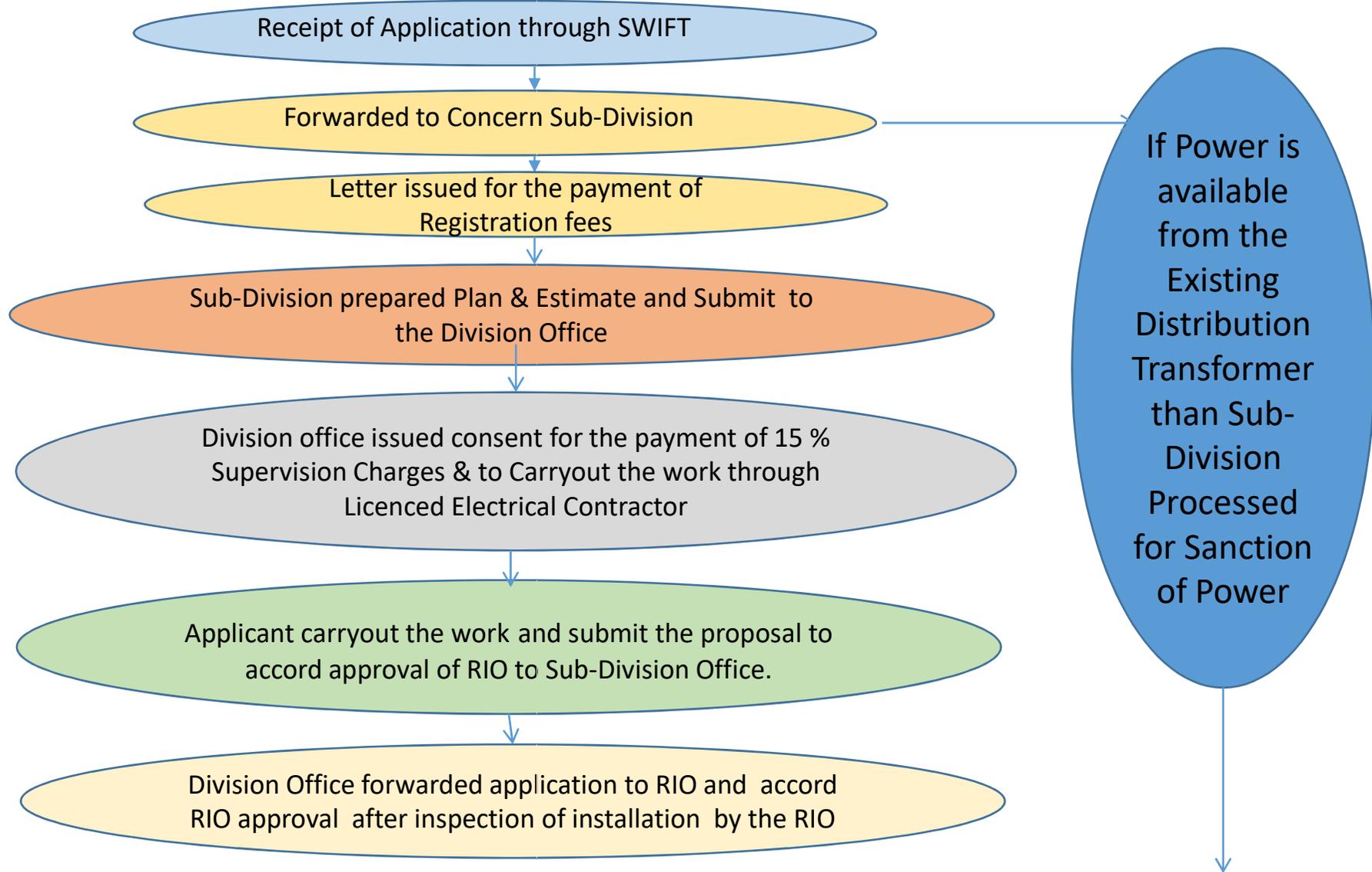
Flag No. Description of Documents.

1. Application shall be made in prescribed application form.
2. Proof of land/building.
3. Lease deed/rent deed/sale deed for which application done.
4. Construction permission for construction of building purpose.

TIME LIMIT FOR POWER CONNECTION

| SR.NO. | PARTICULAR OF CONNECTION | TIME LIT | REMARKS |
|---------------|---------------------------------|-----------------|----------------|
| 1 | TEMPORARY CONNECTION | 15 DAYS | |
| 2 | LT CONNECTION | 45 DAYS | |
| 3 | HT CONNECTION | 45 DAYS | |

FLOW CHART FOR RELEASING LT CONNECTION



Con

The Sub-division office processed the proposal for Sanction of Power and issued Sanction of power after taking approval of Division Office

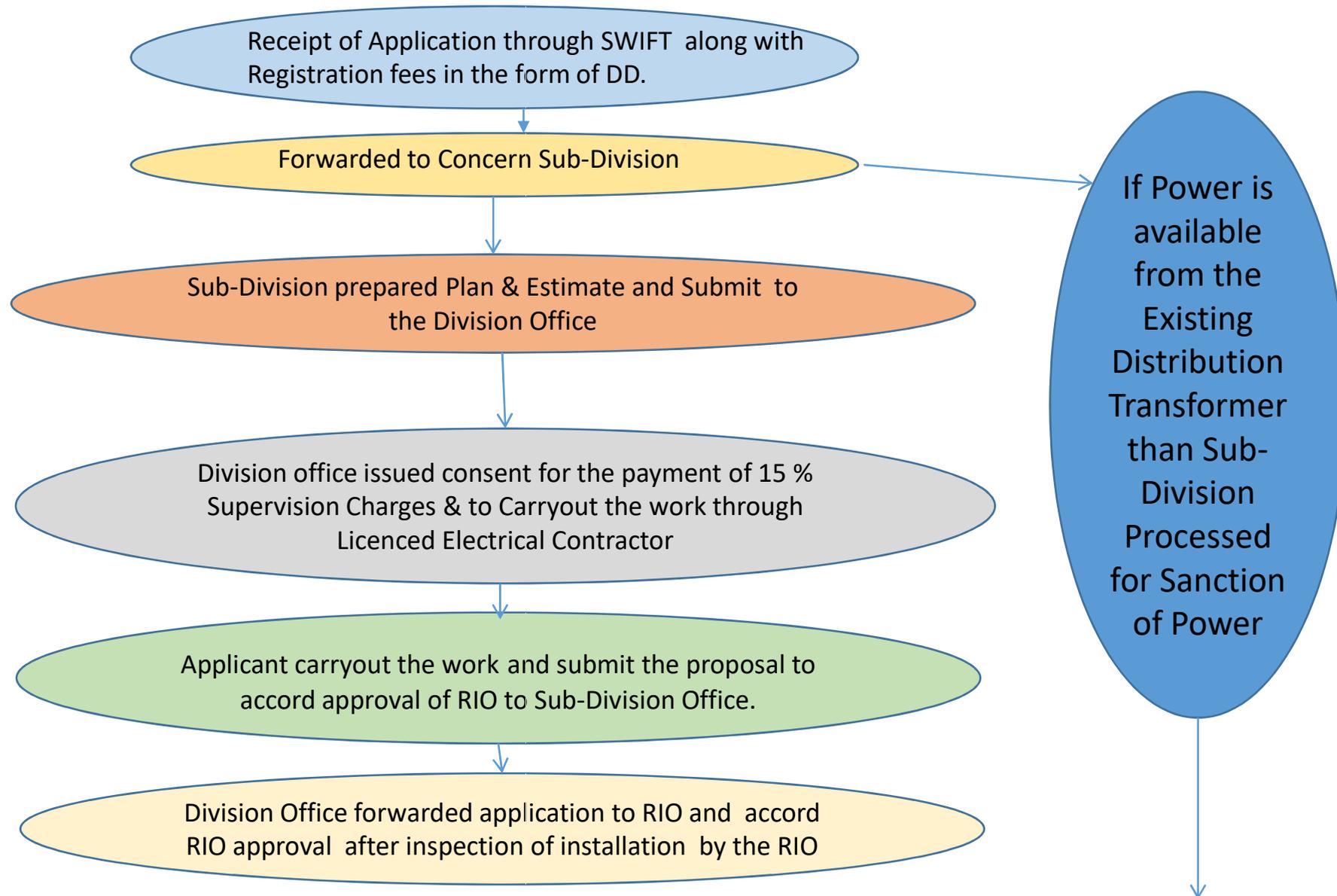
Sub-Division will issue Demand Notice for Payment of Connection charges , Security Deposit and Execute an Agreement with Sub-Division.

Applicant has to file Part B application through SWIFT enclosing the NOC from PCC, Occupancy Certificate and Test Report of Wiring Contractor attached with List of Machinery Installed in the unit .

On completing above Sub-Division forwarded Test Report to the Concern Junior Engineer for releasing the connection .

Junior Engineer released the connection and submit the report to the Sub-Division.

SIMPLIFIED FLOW CHART FOR RELEASING LT CONNECTION



Con

The Sub-division office processed the proposal for Sanction of Power and issued Sanction of power after taking approval of Division Office

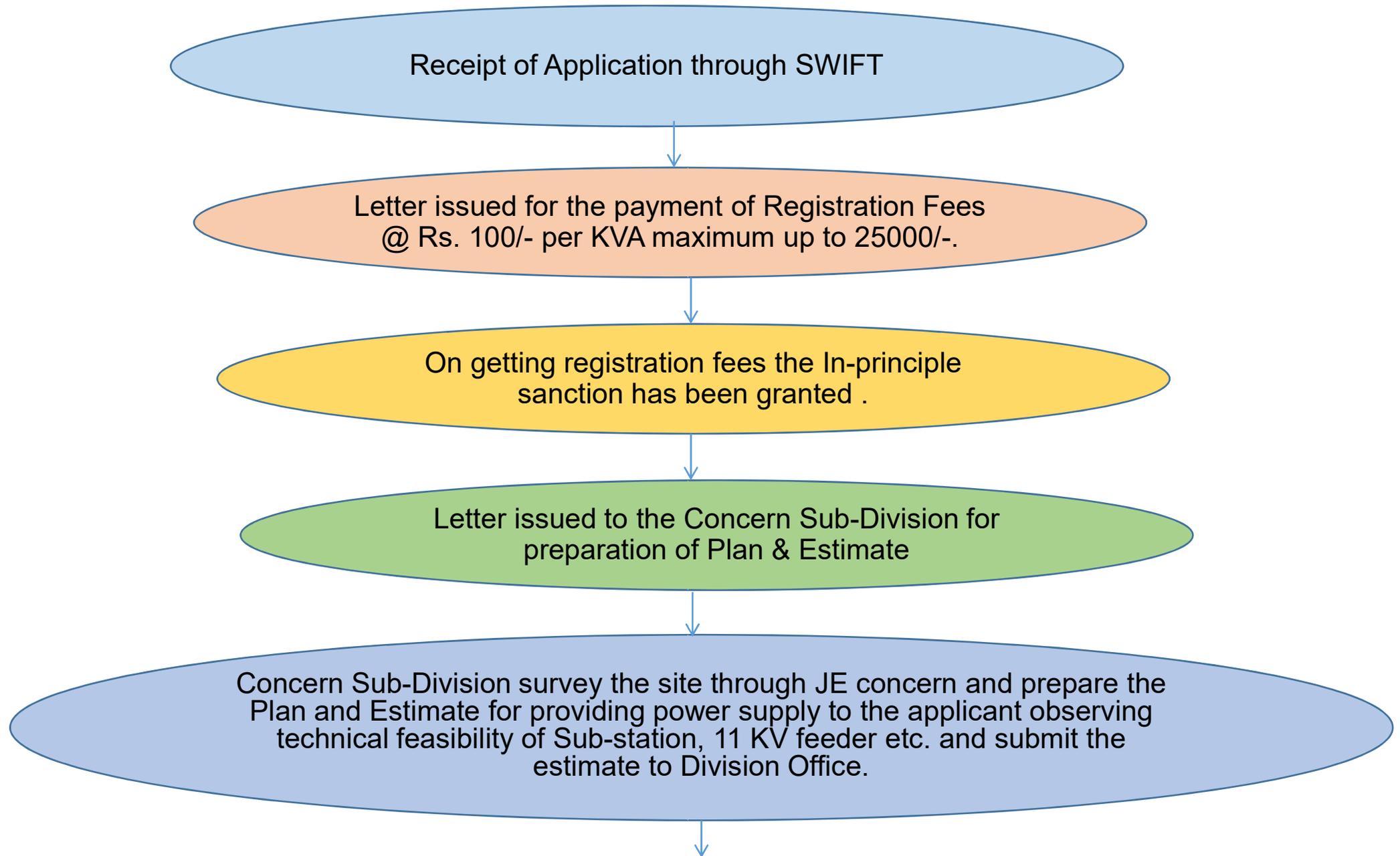
Sub-Division will issue Demand Notice for Payment of Connection charges , Security Deposit and Execute an Agreement with Sub-Division.

Applicant has to submit the Test Report of Wiring Contractor attached with List of Machinery Installed in the unit .

On completing above Sub-Division forwarded Test Report to the Concern Junior Engineer for releasing the connection .

Junior Engineer released the connection and submit the report to the Sub-Division.

EXISTING FLOW CHART FOR RELEASING HT CONNECTION



Contd.....

On getting estimate a Demand Notice for the payment of 15 % supervision charges & consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.

On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.

On according approval of RIO for Departmental as well as Consumer side installations the applicant shall have to file Part B for actual release of power thereby enclosing Test Report & list of machinery, Occupancy Certificate and NOC from PCC .

On getting above documents, letter issued to confirm the feasibility of respective Sub-station and 11 KV feeder through concern Sub-Division.

Contd.....

```
graph TD; A["Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement ."] --> B["On getting above an Agreement will be executed for the sanctioned capacity."]; B --> C["Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigilance to release the connection."];
```

Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement .

On getting above an Agreement will be executed for the sanctioned capacity.

Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigilance to release the connection.

SIMPLIFIED FLOW CHART FOR RELEASING HT CONNECTION

Receipt of Application through SWIFT along with Registration Fees @ Rs. 100/- per KVA maximum up to 25000/-.

On scrutiny of documents In-principle sanction will be granted .

Letter issued to the Concern Sub-Division for preparation of Plan & Estimate

Concern Sub-Division survey the site through JE concern and prepare the Plan and Estimate for providing power supply to the applicant observing technical feasibility of Sub-station, 11 KV feeder etc. and submit the estimate to Division Office.

Contd.....

On getting estimate a Demand Notice for the payment of 15 % supervision charges & consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.

On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.

On according approval of RIO for Departmental as well as Consumer side installations, the applicant shall have to submit Test Report & list of machinery.

On getting above documents, letter issued to confirm the feasibility of respective Sub-station and 11 KV feeder through concern Sub-Division.

Contd.....

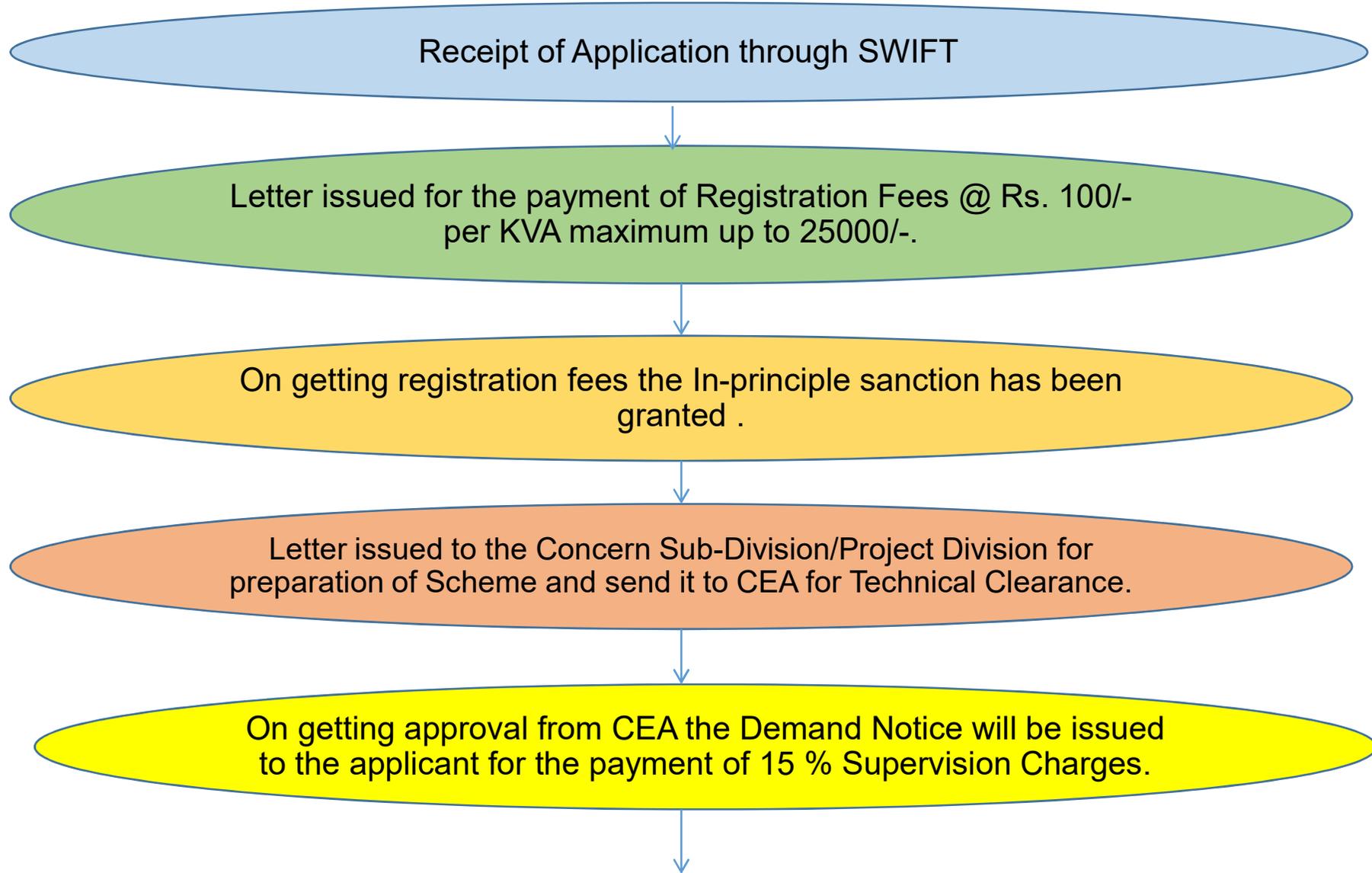
```
graph TD; A["Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement ."] --> B["On getting above an Agreement will be executed for the sanctioned capacity."]; B --> C["Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigilance to release the connection."];
```

Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement .

On getting above an Agreement will be executed for the sanctioned capacity.

Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigilance to release the connection.

FLOW CHART FOR RELEASING EHT CONNECTION



Contd.....

```
graph TD; A[On getting payment of 15 % supervision charges a consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.] --> B[On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.]; B --> C[On according approval of RIO for Departmental as well as Consumer side installations the applicant shall have to file Part B for actual release of power thereby enclosing Test Report & list of machinery, Occupancy Certificate and NOC from PCC .]; C --> D[On getting above documents, letter issued to confirm the feasibility of respective 220/66 KV Sub-station and 66 KV Incoming Lines through concern Sub-Division.];
```

On getting payment of 15 % supervision charges a consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.

On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.

On according approval of RIO for Departmental as well as Consumer side installations the applicant shall have to file Part B for actual release of power thereby enclosing Test Report & list of machinery, Occupancy Certificate and NOC from PCC .

On getting above documents, letter issued to confirm the feasibility of respective 220/66 KV Sub-station and 66 KV Incoming Lines through concern Sub-Division.

Contd.....

```
graph TD; A["Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement ."] --> B["On getting above an Agreement will be executed for the sanctioned capacity."]; B --> C["Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigulance to release the connection."];
```

Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement .

On getting above an Agreement will be executed for the sanctioned capacity.

Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigulance to release the connection.

SIMPLIFIED FLOW CHART FOR RELEASING EHT CONNECTION

Receipt of Application through SWIFT along with Registration Fees @ Rs. 100/- per KVA maximum up to 25000/- in the form of DD in favour of Executive Engineer (Dist.), DNHPDCL.

On scrutiny of the documents In-principle sanction has been granted .

Letter issued to the Concern Sub-Division/Project Division for preparation of Scheme and send it to CEA for Technical Clearance.

On getting approval from CEA the Demand Notice will be issued to the applicant for the payment of 15 % Supervision Charges.

Contd.....

```
graph TD; A[On getting payment of 15 % supervision charges a consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.] --> B[On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.]; B --> C[On according approval of RIO for Departmental as well as Consumer side installations the applicant shall have to submit Test Report & list of machinery .]; C --> D[On getting above documents, letter issued to confirm the feasibility of respective 220/66 KV Sub-station and 66 KV Incoming Lines through concern Sub-Division.];
```

On getting payment of 15 % supervision charges a consent to carryout the installation work through Licensed Electrical Contractor issued to the applicant.

On completing installation work, the applicant shall have to file an application to RIO for the inspection of Electrical Inspector through concern Sub-Division for Departmental side installations. Applicant shall have to file an application for inspection and approval of Consumer side installations to RIO.

On according approval of RIO for Departmental as well as Consumer side installations the applicant shall have to submit Test Report & list of machinery .

On getting above documents, letter issued to confirm the feasibility of respective 220/66 KV Sub-station and 66 KV Incoming Lines through concern Sub-Division.

Contd.....

```
graph TD; A["Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement ."] --> B["On getting above an Agreement will be executed for the sanctioned capacity."]; B --> C["Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigulance to release the connection."];
```

Demand Notice issued for the payment of Service connection charges and submission of Security Deposit and to execute an Agreement .

On getting above an Agreement will be executed for the sanctioned capacity.

Release order issued to the applicant with a copy to Concern Sub-Division and Division of Lab and Vigulance to release the connection.

FLOW CHART FOR ISSUING NOC & FINAL PERMISSION TO RUN DG SET.

FLOW CHART

