

GOVERNMENT OF ORISSA
OFFICE OF THE CHIEF ENGINEER (PROJECT)-CUM-CHIEF ELECTRICAL
INSPECTOR (GENERATION) POWER HOUSE SQUARE, UNIT-V,
ORISSA, BHUBANESWAR-1
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CIRCULAR

Letter No. _____/Dtd. _____/

The State Government in Department of Energy has specified the scope of inspection and collection of Electricity Duty of various officers of the Electrical Inspectorate vide Notification No.- 11035 Dtd.- 11.11.2009 under the Electricity Act' 2003 and No.- 6627 Dtd.- 07.07.2004 under Orissa Electricity (Duty) Act.- 1961 respectively.

Accordingly, the generation wing of the Electrical Inspectorate has been assigned the responsibility of Inspection of Generating sets / Stations & collection of Electricity Duty from it. So, for proper implementation of the above responsibilities, and for transparent assessment of the Government revenue, it is hereby directed to follow the guidelines given below scrupulously over and above the IE Rule-1956 by all officers of Generation wing. These guidelines will streamline the safety inspections and collection of government revenue. During Inspection it should be ensured that the Electricity Duty i.e. Government revenue flows smoothly to Government exchequer.

Instructions:-

- (a) During approval of drawing, the provision of recording total generation, auxiliary consumption etc. must be insisted upon. Provision must be made to seal the C.T. & P.T. secondary terminals independently by providing some insulating material boxes. Energy meter must be housed in an independent tamper proof box / panel. The lead from C.T. & P.T. secondary to meter terminal must be enclosed in a non breakable, non spiral tamper proof conduit. The conduit encasing the leads should be laid on open surface and near the panels of the station. The lead from C.T. & P.T. secondary should first come to energy meter and then to any other instrument if any.

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- (b) The written requisition from owner for inspection must accompany the inspection fees and other necessary documents as indicated below:-
- (i) Completion report duly signed by the contractor and its supervisor.
 - (ii) Pre-commissioning test results of the installation.
 - (iii) Test reports of energy meter, C.T.& P.T. from S.T.L. Bhubaneswar.
 - (iv) Contractor's certificate about the installation of S.T.L. tested energy meter with C.T. & P.T. for recording generation with proper sealing arrangement, which is to be forwarded by the owner.
 - (v) A list of equipments / panels (Floor wise) with voltage and quantity to be inspected.
 - (vi) A check list containing general deficiencies like provisions of danger board, fire bucket filled with dry sand, portable fire extinguisher and rubber mats etc. (List at Annexure-I).
- Any wanting from the above documents should be treated as non-completion and inspection should not be conducted.
- (c) During Inspection no conditional permission for energisation can be allowed involving:-
- (i) The safety of man and materials.
 - (ii) Assessment of revenue i.e. S.T.L. tested energy meters / C.Ts / P.Ts must be installed by consumer and sealed by the Inspector on spot. Initial meter reading, meter name plate details, C.T./ P.T. details with seal nos. must be incorporated in the inspection report and meter testing register of the inspector.
- (d) No installation is to be allowed for energisation subject to the rectification of defects. The installation must be allowed for energisation only after rectification of defects, verification thereof and sealing of energy meters. During inspection if any incomplete work or any false information against.

the furnished check list is noticed matter should be intimated to C.E.(P)-cum-C.E.I. (G), Orissa, Bhubaneswar, with copy to Secretary, ELBO, Bhubaneswar.

- (e) The date of commissioning of T.G. & D.G. sets are to be declared as per the certificate generated by joint signature of all stake holders like applicant unit, supplier / erector of C.P.P., concerned E.I. and if applicable representative of DISTCO / OPTCL on the date of commissioning, submitted by the consumer. An undertaking from the consumer should be obtained ensuring the submission of monthly Electricity Duty returns.
- (f) During annual inspection if any deficiency pointed out as in the previous inspection, the installation should not be allowed to remain energised further till rectification by owner and re-inspection by inspector.

(P.K. PADHI)

Chief Engineer (P)-Cum-C.E.I.(G)

Memo No. _____/Dtd. _____/

Copy forwarded to All S.E.(P)-cum-E.I.(G), Circles / All E.E.(P)-cum-D.E.I. (G) for information and necessary action.

Chief Engineer (P)-Cum-C.E.I.(G)

Memo No. _____/Dtd. _____/

Copy to the E.I. (Hqrs.)-cum-Secretary ELBO, Orissa, Bhubaneswar / D.E.I., S.T.L., Bhubaneswar / Chief Electrical Inspector (T&D), Orissa, Bhubaneswar / E.I.C.(Elec)-cum-P.C.E.I., Orissa, Bhubaneswar for information.

Chief Engineer (P)-Cum-C.E.I.(G)

Memo No. _____/Dtd. _____/

Copy submitted to the Commissioner-cum-Secretary to Government, Department of Energy, Government of Orissa, Secretariate, Bhubaneswar for information.

Chief Engineer (P)-Cum-C.E.I. (G)

Check list for General deficiencies

- 1) Danger boards confirming to IS-fixed.
- 2) Rubber mat of appropriate specification spreaded in front of the panels (Rule 29-1.5).
- 3) List of authorized technical persons operating / supervising the system along with their License No. and validity period displayed in the control room.
- 4) Shock treatment chart in English / Oriya duly laminated and exhibited at appropriate places. (Rule 44(i))
- 5) Proper nomenclature provided to the Generating sets / panels / earth pits and other associated equipments.
- 6) Earth pit masonry chamber with cover provided.
- 7) All hinged doors earthed by flexible earthing cords.
- 8) Cable tag markers provided to all incoming & out going cables.
- 9) Non flammable battery stand provided.
- 10) Fly wheel guarding provided.
- 11) Asbestos covering over smoke exhaust pipe provided.
- 12) Exhaust fan with covers in front of it provided in the Generator room / Battery room.
- 13) Fire extinguishers of suitable type provided at appropriate locations.
- 14) Fire buckets kept in a stand under shed near to control room & Generator room.
- 15) Artificial respirators are kept in the Tool room.
- 16) First Aid box kept in the control room.
- 17) Two nos. of separate and distinct earth connections provided to Generator body, panels, three phase motors, starters & main switches etc.
- 18) Cable tray earthed at intervals.
- 19) Safety equipments like hand globs, discharge rods, 'men at work' boards etc are available with the control room in charge.
- 20) At least two doors in opposite directions are available in the control room for escape in the instant of any mishap. i.e. untoward situation.
- 21) Operation manual / clear operating instructions are available in the control room.
- 22) Emergency lighting arrangement from D.C source is made in the instant of any power failure.
- 23) A single line diagram of the installation is displayed in the control room.
- 24) Easy accessibility to and around the generating set / control switchgears with neatness / cleanliness of floor is available.
- 25) There is no oil leakage on the floor near the generating set.
- 26) There is adequate ventilation in the control room / Generator room / switch gear room etc.