

CS-1(A) - Application and Agreement Form for Release of General Service Connection (DS/NRS).

FORM NO.CS-1-A

Punjab State Electricity Board

**Application and Agreement Form cum Consumer Case for Release of General Service Connection
(Category: DS/NRS)**

Name of Applicant/Consumer: _____

Complete Address: _____

Sub-Division: _____

Account No. _____

GUIDELINES FOR THE PROSPECTIVE CONSUMER REGARDING

PROCESSING OF THE CASE FOR RELEASE OF ELECTRIC CONNECTION

1. PSEB shall entertain only such prospective consumers who are ready to take permanent connections and not those who have started construction of their premises.
2. The applicant/consumer shall contact CC/RA to obtain an application and agreement form at the prescribed rate.
3. The application and agreement form duly filled alongwith test report shall be submitted to the CC./RA for further process.
4. The application and agreement form shall be checked by CC/RA in the presence of the applicant/consumer and ensure that all the columns have been field in correctly and in case of any deficiency the same shall be got completed from the applicant/consumer.
5. RA shall put up application and agreement form to the SDO/AEE/XEN(OP.) for attestation of the photo of the applicant/consumer pasted on the form. The applicant/consumer shall also appear before the SDO/AEE/XEN(OP.)
6. RA shall give details of amount to be deposited by the applicant/consumer with the cashier.

7. The applicant/consumer shall deposit the required amount with the cashier who will issue a printed receipt to the applicant/consumer in token of amount received.

8. The applicant/consumer shall keep the original receipt with him and leave the case file with the cashier. Formalities on the part of the applicant/consumer shall be over.

9. The electric connection shall be released within seven days subject to availability of material and in case connection is not released during this period, he may contact SDO/AEE/XEN(OP.)

10. In case of extension in load applied by the existing consumer, it shall be considered deemed released on the day it is applied as in case of VDS.

11. Single Phase electric connections(DS/NRS) shall be released up to 10KW load only and above that three phase connections shall be released.

12. How to work out connected load by the applicant/consumer:-

Description	Domestic	NRS	Remarks
Light Points	60 Watts each. (1/2 of total No. of light points to be taken into account)	80 Watts each	
Fan Points	80 Watts each.	100 Watts each	
Wall Sockets	60 Watts each(1/4 of total No. of sockets to be taken into account)	60 Watts each(1/3 rd of total No. of sockets to be taken into account)	Fraction of socket to be taken as one socket
Power Sockets	100 Watts each (1/3 rd of total No. of sockets to be taken into account)	2000 Watts each (1/2 of total No. of sockets to be taken into account)	Fraction of socket to be taken as one socket

Note:- (i) The Load of air conditioners/AC packages/centralized AC systems of standard shall be taken as per their nameplate. For non standard window type air conditioners the total load shall be taken as 2.5 KW.

(ii) The load of geysers connected through power sockets only and the additional load as per rating/name place is not to be counted for the purpose of computing the total connected load.

(iii) The load ,motors etc. shall be counted as per the name place

PUNJAB STATE ELECTRICITY BOARD APPLICATION AND AGREEMENT FORM

(For General Service Connections)

Category -DS/NRS

To

The Sub Divisional Officer,
_____Sub-Division, PSEB,

Sub: Contract Agreement for release of a new connection/extension /reduction in load. Account No. _____(in case of extension/reduction in load only)

1. I/We hereby agree to take from Punjab State Electricity Board(hereinafter referred to as the Board) at the premises stated below, a supply of electrical energy not exceeding the connected load of my/our installation as below, and I/We hereby further agree to pay for the said supply in accordance with the relevant tariff as amended from time to time and also to pay for all such other charges as may become due by me/us to the board from time to time at rates laid down in the schedules of service and general charges prescribed by the Board from time to time. I/We further agree that I/We shall as and when required by the Board to do so, lodge with the local office of the Board Security Against Consumption as per provisions of 'Conditions of Supply' of electric energy by PSEB and schedule of general charges. I/We hereby declare that the said condition of supply including schedules of tariffs and schedules of general service connection charges have been perused/read by me/us and I/We agree to be bound by them as also the provision of the Indian Electricity Act,1910 and Electricity Supply Act,1948.

2. I/We further require you to supply me/us with the necessary meter/meters on hire in terms of section 26 of the Indian ElectricityAct,1910. I/We agree to give you such security as may be required for the price of the meter/meters whenever called upon to do so. I/We agree to pay monthly rent for the meter(s) as fixed by the Board from time to time.

3. Description of Premises:

House /Shop/ Premises No.____Locality_____Town/ Village/
City_____Pin Code_____ Telephone No._____

4. I/We declare on oath as under:-

i. It is disclosed that I/We am/are major.

ii I/We, am/are owner/landlord of the premises or my/our landlord/owner agrees to my/our taking the said supply from the Board.

OR

I/We are the lawful occupier/s of the premises but it has not been possible for me/us to obtain consent from the landlord and I/We hereby agree to keep the Board indemnified and harmless against all claims made and action and proceedings taken up by the landlord or any person claiming through or under him by reason of giving this electric connection by the Board to me/us.

iii I/we hereby agree that I/We shall abide by the power cut restrictions/peak load hour restrictions imposed by the State Government/Board from time to time as per the provisions of Section 22A and 22 B of the Indian Electricity Act,1910.

iv My/our premises are within/outside the municipal limit.

v. My/our premises are ready and electrical installation complete in all respect to receive power.

vi` I/We shall provide space for the installation of motor at the main entry of the premises. The MCB shall be provided by me/us.

vii The authorized representative of the Board can check energy consuming apparatus/installation at my/our premises at any time.

viii There is no other electric connection running in the above premises.

OR

One No. DS/NRS electric connection is already existing in the above premises and I/We want to take second connection for which I/We are ready to pay highest slab of tariff.

ix There is no defaulting amount/theft case/pending court case of the board against my/our above premises.

x I/We do not have any dispute of any amount with the Board anywhere in Punjab.

OR

I/We have a dispute of Rs._____with Board for which compliance of instructions of Board on the subject has been made.

xi The above premises is more than 5 mtr/30 Mtr/100 Mtrs away from the road reservation of

Municipal Road./Schedule Road/Bye-pass.

xii I/We have applied this electric connection for domestic purpose and no business activity shall be carried out in this premises without prior permission from the Board.

OR

i/We have applied this electric connection for non residential purposes only.

5. **SCHEDULE OF ENERGY CONSUMING APPARATUS**

Category	Description	No.	Wattage each	Total KW
A. Light Load Lamps,Wall Plugs and other lighting load, etc.	Light Points			
	Fan Points			
	Wall Sockets			
	Total Light Load			
B.Power Load Power Plugs/Air Conditioners, etc.	Power Plugs			
	Air Conditioner			
	Total Power Load			
C.Other Load (if any) Motors etc.				
	Total Other Load			
Total Connected Load(A+B+C)				KW

6. I/We am/are enclosing herewith Wiring Contractors test report alongwith A&A form. A copy of Challan of CEI(Pb) and permission accorded by him is also enclosed (wherever applicable). I/We also certify that I/We will not effect any change in wiring /connected load as given in the test load.

VERIFICATION:

I/we also undertake that the above information 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 disconnected without prior notice and all charges deposited by me/us be forfeited.

Signature of the applicant(s)

Date:_____

Name & Address:_____

For and on behalf of the Board

Signature of the SDO/AEE/XEN/Sr.XEN(OP)

Date:_____

Official seal

(To be signed after release of load)

FOR OFFICE USE ONLY

A. ACTION BY R.A.

Whether new/extension/reduction in load. Existing Account No. _____

Existing connected load _____ KW, Applied Load+ _____ Total Load _____ KW

Amount to be deposited on account of following:-

(i) Security Against Consumption Rs. _____

(ii) Meter Security Rs. _____

(iii) Service Connection Charges Rs. _____

(iv) Special/Any other Charges Rs. _____

Total Rs. _____

Cashier please accept Rs. _____ (in words) Rs. _____

Dated: _____

Signature of R.A.

Name: _____

(NOTE: Test report received with the A&A form to be pasted in the case file).

B. ACTION BY CASHIER

Received Rs. _____ (in words) Rs. _____

vide RO-4/BA-16 Receipt No. _____ Book No. _____ Dated _____

Signature of Cashier

Name: _____

(NOTE: RO-4 receipt shall be issued by the cashier to the applicant/consumer and shall send the case to Consumer Clerk. The consumer clerk shall make entry in the service connection register and pass on the case file to R.A)

C. ACTION BY CONSUMER CLERK

Entered in Service Connection Register at Serial No. _____ date _____

Signature of CC

Name: _____

D. FOR FURTHER ACTION BY RA

Certified that the applicant has completed all the formalities and has deposited the required amount. Work for release of his connection/extension in load maybe taken in hand against the following sanctioned estimate.

I Sanctioned Estimate No. _____ Date _____ Operative period _____

ii Sanctioned amount of the estimate Rs. _____

iii Amount already spent Rs. _____

iv Balance unspent amount Rs. _____

Date: _____

Signature of R.A.

Name: _____

E. FOR ORDERS BY SDO/AEE/XEN(OP) INCHARGE

i Issue Service Connection orders.

ii The work may be carried by Shri. _____ JE.

Signature of SDO/AEE/XEN(OP)

Name: _____

F. ISSUE OF JOB ORDERS BY RA

Service Connection Order No. _____ Dated _____ in the name of
Shri _____ JE issued.

Signature of R.A.

Name: _____

Dated: _____

Signature of JE _____

Name _____

Date: _____

G. INFORMATION/CERTIFICATES TO BE RECORDED BY THE JE FOR RECORD.

- i The load has been checked at site and found to be _____ KW.
- ii The connection/extension/reduction in load has been released on _____
- iii The connection/extension/reduction in load has been released from _____ (Name of Transformer)
- iv The connection/extension/reduction in load has been released from _____ (Name of Feeder), Code No. _____.
- v The entry has been made in connected load register.
- vi Location of the premises of the applicant/consumer.

Left Side existing Premises	Applicant/Consumer Premises	Right Side existing Premises
Acct .No.		Acct.No.

- vii Certified that the connection has been released without any violation of PSEB rules and regulations.

OR

Connection has not been released because of the following violations of rules.

- a.
- b.
- c.
- d.

viii Details of Material used for release of connection and its value:

Sr. No.	Item	Quantity used		Rate as per Estimate	Amount(Rs.)	EMB	
		Mtrs.	Nos.			No.	Page
Total(Rs.)							

Total Value of the material installed. Rs. _____

Labour Charges Rs. _____

Departmental Charges: Rs. _____

Total Amount debited to the estimate Rs. _____

ix Details of PSEB/PVT. Meter installed.

Meter No.	Make	S.No. of ME	Capacity	Phase	Voltage	No. of Digits	Initial Reading	ME-2 Register No./S.No.
1	2	3	4	5	6	7	8	9

Date: _____

Signature of J.E.: _____

Name: _____

H. CERTIFICATE IN RESPECT OF CHECK ENTRIES TO BE RECORDED BY JE-1/AAE/SDO

Quantity of material shown as used has been measured and found to be correct except the following:-

Sr. No.	Item No.	Shown Used		Actual Measurement		Difference	
		Mtrs	Nos.	Mtrs	Nos.	Mtrs.	Nos.
i							
ii							
iii							
iv							

Date: _____

Signature of JE-1/AAE/SDO

Name: _____

I. CHECK ENTERIES TO BE RECORDED BY SDC

Certified that the above particulars have been checked and entries compared with IWR/ EMB.

No. _____ Page _____ ME-2 Register No. _____.

Sr.No. _____ Page _____ and found correct.

Date: _____

Signature of SDC

Name: _____

(NOTE: File to be passed on to RA for allotment of Account No. and issue of provisional bill)

J. ISSUE OF ACCOUNT NO. PROVISIONAL BILL AND DATA FOR COMPUTER CENTER(MASTER FILE) BY R.A.

i The Consumer has been allotted permanent Account No: _____

ii First provisional bill for Rs. _____ (in words) _____

issued on date _____

iii Date for computer center master file:

Sub-Divn. Code	Billing Group	Acct.No.	Name of Consumer	Address of Consumer	Connected Load	D.O.C.	Tariff Type
1	2	3	4	5	6	7	8

Feeder Code	Meter No	Make	S.No.of ME	Capacity	Phase	Voltage	No. of Digits	Initial Reading
9	10	11	12	13	14	15	16	17

Date: _____

Signature of R.A. _____

Name: _____

(NOTE: Case file to be sent to computer center for the preparation of Master file and issue of regular bill).

K. FOR ACTION BY THE COMPUTER CENTER

i Master file of the consumer has been prepared and stored.

ii Regular bill issued on _____ with bill group No. _____ and provisional bill of Rs. _____ adjusted.

Dated: _____

Signature in charge _____

Computer Center Name: _____

(NOTE: Case file to be sent back to the respective Sub-Division for Record)