

**DRAFT AGREEMENT FOR SUPPLY OF ELECTRICITY OF  
LS , DS/NRS AND OR BS CONSUMERS GETTING SUPPLY FOR THEIR CLUSTER  
SUB-STATION**

(See Condition no. 5)

We, the following residents of \_\_\_\_\_ hereby agree that we shall get electricity supply at 33/66 kV/132 kV/220 kV for the total load/contract demand against our requisitions mentioned below:

1. (a) I, \_\_\_\_\_ S/O \_\_\_\_\_ authorized signatory of M/s \_\_\_\_\_ for a load of \_\_\_\_\_ kW / \_\_\_\_\_ kVA against requisition No. \_\_\_\_\_ dated \_\_\_\_\_ earnest money deposited Rs. \_\_\_\_\_.
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_
2. i) We jointly undertake to construct our own EHT S/Stn. as per feasibility clearance and thereafter shall operate and maintain it as per Electricity Act-2003/ IE Rules 1956or\_ Regulations notified by CEA under Section 53 of the Act.
- ii) We jointly undertake to provide protection scheme at the EHT sub station at our cost as per requirement of the Board.
- iii) We also undertake to jointly pay the service connection charges towards the cost of the proposed feeding EHT line including the bay at the feeding sub station as per Regulation 9 of the Supply Code . The operation and maintenance of the line including bay shall be done by the Board.
- iv) We undertake that we are jointly & severally responsible subject to other conditions for the payment of charges for the supply of electricity and other charges as per relevant Schedule of Tariff approved by the Commission from time to time. However, M/s \_\_\_\_\_ shall be our leader who will deal with the Board for all matters including payment of electricity bill(s).
- v) We undertake not to transfer or lease out the new electricity connection to any other party. In case it is proposed to transfer/lease out the connection, the same shall be effected only with the prior approval of the Board and execution of new agreement.
- vi) We undertake to satisfy the Board regarding our financial capability, funding sources etc. to establish our capacity to install and run the proposed sub station / industrial units. For this purpose, we shall submit a copy of agreement amongst the constituent members.
- vii) a) We agree to pay all consumption-based charges on the basis of readings of meters ( taken by the Board) installed at our premises at the 33 kV and above supply point in the cluster sub-station.

viii)

- b) The metering at the supply point shall be done by providing electronic meters of approved make in a separate metering room freely accessible to the Board. 11kV Meters/Metering equipment & CTs/PTs shall be installed in freestanding meter cubicles for each consumer of the cluster in the metering room. All outgoing 11kV cables meant for feeding individual loads shall pass through these free standing cubicles to connect up to individual 11kV meters/ metering equipment. Specifications of meter/metering equipment shall be approved by the Board at the time of approval of total layout of the 66 kV and above Sub-Stations prior to construction of Sub-station and erection of equipment.
- c) The reading of EHT (33 kV and above) meter and 11kV meters installed on individual feeders will be taken by the Board alongwith the representatives of cluster of consumers. The total electricity charges worked out on the basis of meter installed on 33 kV and above supply point will be apportioned in the ratio of consumption recorded on individual 11kV supply points. The demand surcharge shall be leviable in case the total maximum demand exceeds contract demand of the cluster sub-station as per readings of EHT meter. However power factor surcharge, if any shall be levied to industrial consumers on the basis of readings recorded on 11kV feeders for individual constituent members.
- d) The erection of all the 11 kV feeders to individual constituent consumers shall be the responsibility of the concerned consumer. However the job may be carried out by the Board if so requested by constituent members at their cost as a deposit work. The operation and maintenance of these feeders shall be the responsibility of the constituent members.
- e) In case of any default(s) on the part of any of the constituent consumers which warrants disconnection of the supply to his premises the disconnection shall be carried out of the defaulting consumer by opening the GO switch on the 11kV feeder. To ensure this, a GO switch shall be provided on the individual 11kV feeder at a point which is neither in the premises of the cluster sub-station, nor in the premises of the individual constituent consumer.
- f) In case of slow/fast/defective/burnt meters the consumption shall be computed/ estimated as per provisions of Supply Code.

viii) We hereby undertake to indemnify the Board against any effect of various disputes regarding supply of electricity and charges relating there to amongst the constituent consumers.

ix) In case any of the constituent consumers is found indulging in theft of electricity or unauthorized use of electricity resulting in loss of revenue to the Board that constituent consumer will be dealt with as per Regulation 36 & 37 of the Supply Code.

x) We undertake not to add any more consumer(s) to be fed from this cluster Sub-stations without the written approval of the Board.

- xi) The Board reserve the right to inspect the cluster sub-station at any time without giving any notice to the constituent consumers. The maintenance staff of the cluster Sub-station, shall, therefore, provide free access to the inspecting Board officials. If any operation of the switchgear is needed by the Board, the same shall be immediately allowed.
- xii) If a constituent consumer seeks extension in the Contract Demand, the same may be allowed subject to no objection from the remaining constituent consumers and technical feasibility. All relevant charges like initial security etc. shall be paid by the concerned consumer. In case an existing constituent consumer wants a new connection in the vicinity of existing connection, the same shall be processed separately as per prevalent commercial instructions. This may be fed from Cluster Sub-Station provided the constituent consumer(s) of the cluster give consent and it is technically feasible. The consumer(s) shall be liable to pay Service Connection Charges in respect of EHT/33 KV line as per Regulation 9 of Supply Code read with Regulation No. 10 & 19.3 .
- xiii) If at any time a constituent wants to erect his own 33 kV or higher voltage Sub-station, he may be allowed to do so subject to technical feasibility.
- xiv) For issues not covered by this agreement, the cluster consumers shall be governed by the terms and conditions as contained in the Supply Code Regulations, Conditions of Supply, General Conditions of Tariff and Schedule of General Charges.

Witnesses:

Signature of Constituent Consumers

- 1.
- 2.

Signature of Board representative [SE/Dy. CE (DS)]

**SCHEDULE OF GENERAL CHARGES**

<b>Sr. No.</b>	<b>Description</b>	<b>Amount of Charges</b>
1.1	<b>Meter Inspection and Testing if the correctness of a Meter is challenged by the Consumer.(Single Phase)</b>	- Rs.120/-
1.2	<b>Meter Inspection and Testing if the correctness of a Meter is challenged by the Consumer.</b>	
1.2.1	Polyphase, whole current i.e. without CTs	- Rs.450/-
1.2.2	LT Meter with CTs	- Rs.1200/-
1.2.3	HT & EHT metering equipment	- Rs.2400/-
Note : If the challenged meter is found to be incorrect, the credit of these charges will be given to the consumer otherwise those will be forfeited.		
2.	<b>Changing the position of a Meter on the request of a Consumer in the same premises when no additional material is required.</b>	
2.1	Single Phase	- Rs.225/-
2.2	Poly phase, whole current i.e. without CTs	- Rs.450/-
2.3	LT Meter with CTs	- Rs.900/-
2.4	HT & EHT metering equipment	- Rs.2400/-
3.	<b>Resealing charges irrespective of the number of seals involved against each item below and where seals are found to have been broken by the Consumer.</b>	
3.1	Meter Cupboard	- Rs.50/-
3.2	Cut-out where it exists independently	- Rs.50/-
3.3	Meter cover/meter terminal cover(Single Phase)	- Rs.150/-
3.4	Meter Cover/meter terminal cover(Three Phase)	- Rs.375/-
3.5	Maximum Demand Indicator/CT Chamber	- Rs.900/-
3.6	Time Switches	- Rs.900/-
3.7	Where fake seals or tampered seals are detected and cover can be opened and actual consumption recorded leads to the conclusion that consumer has been indulging in theft of energy, the consumer shall be asked to pay compensation	

amount as per standing instructions applicable to theft cases. The cost of meters shall also be recoverable.

#### 4. Meter Rentals in Rupees per month

4.1	Single Phase E/M Meter	- Rs.11/-
4.2	Single Phase Electronic Meter	- Rs. 5/-
4.3	Poly Phase Electronic / Static Meter 3x10-40 A	- Rs. 11/-
4.4	Three Phase LT CTs	Rs. 17/-
4.5	LT CT operated Solid State/ Electronic meters/TPT meters (without CTs)	- Rs. 72/-
4.6	Solid State / Electronic HT TPT metering equipment (without CT/PT units)	- Rs. 88/-
4.7	11 KV combined CT/PT Unit (10/5A to 50/5A)	- Rs. 467/-
4.8	Other LT/HT Poly-phase meters/metering equipment not covered under item 4.1 to 4.7 above	@ 1.6 paise per rupee cost of the meter/ metering equipment

#### 5. MCB Rentals in Rupees per month

5.1	Single phase LT meter MCB	- Rs.5/-
5.2	3 phase LT meter (Whole current and CT operated) MCB	- Rs.9/-
5.3	LT 3 phase CT operated TPT meter Cubicle	- Rs.9/-
5.4	Cubicle /chamber for polyphase LT CTs	- Rs.18/-
5.5	Other chambers not covered under item 5.1 to 5.4	1.6 paise per rupee cost of chamber

#### 6. Reconnection Fee

##### 6.1 Reconnecting/connecting the premises of any consumer who was previously disconnected on account of breach of his agreement with the Board or of any other provisions of the Act as may be relevant.

##### All categories:-

6.1.1	Single Phase Service	- Rs.120/-
6.1.2	Three Phase LT Service	- Rs.150/-
6.1.3	Three Phase HT/EHT service	- Rs.250/-

## 6.2 Reconnecting vacant premises on the request of the consumer in case the service line is existing

All categories:-

6.2.1	Single Phase	-	Rs.120/-
6.2.2	Three Phase LT Service	-	Rs.150/-
6.2.3	Three Phase HT/EHT service	-	Rs.250/-

(In case of Board's colonies no reconnection fee shall be charged for reconnection)

## 7. Service Charges per Month

### 7.1 General Supply (DS/NRS)

		Dome- stic	NRS
7.1.1	Single phase	Rs. 5/-	Rs.5/-
7.1.2	Three Phase up to 20 KW	Rs.10/-	Rs.25/-
7.1.3	Three Phase above 20 KW	Rs.20/-	Rs.45/-

### 7.2 Industrial /BS/R.T./Street Lighting

7.2.1	Up to 20 KW	-	Rs.20/-
7.2.2	Above 20 KW and up to 100 KW	-	Rs.75/-
7.2.3	Above 100 KW and up to 500 KW	-	Rs.150/-
7.2.4	Above 500 KW	-	Rs.450/-

### 7.3 AP consumers

- Rs. 6/-

## 8. Testing Consumers Installation

8.1	For first test of a new installation or of an extension of existing installation if the installation is found to be not defective	-	Nil
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### 8.2 For first or subsequent test of new installation or of an existing installations if it is found to be defective.

8.2.1	Singe Phase(DS/NRS./SP)	-	Rs.150/-
8.2.2	Three Phase (DS/NRS/SP/AP)	-	Rs.200/-
8.2.3	MS/BS(Loads up to 100 KW)	-	Rs.300/-
8.2.4	LS/BS/RT(Loads above 100 KW)	-	Rs.500/-`

## 9. Replacement of Meter Card / Pass Book

### 9.1 Replacement of Meter card/ Pass book found to be missing on Consumers premises

9.1.1	Large Industrial/BS/Railway Traction (RT)	-	Rs.45/-
9.1.2	MS consumers	-	Rs.25/-
9.1.3	SP/AP consumers	-	Rs.10/-

9.1.4	Domestic/NRS	-	Rs.10/-
		-	
<b>9.2</b>	<b>Replacement of identification card missing on the premises of AP consumers</b>	-	Rs.25/-

## **10. Replacement of Broken Glass**

10.1	Replacement of broken glass of a cupboard (when the cause of breakage is considered a default of consumer)	-	Rs.30/-
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Note: The cases of broken glass of meters shall be covered under item 17 below.

## **11. Supply of Duplicate Copy of electricity Bill**

11.1	Domestic consumer	-	Rs.3/-
11.2	NRS Consumer	-	Rs.10/-
11.3	SP/Street Lighting/AP metered	-	Rs.10/-
11.4	MS/LS/BS/RT	-	Rs.20/-

## **12. Review of Energy Bills if the accuracy of a Bill is challenged by a Consumer and review is requested (All categories excluding AP)**

<b>12.1</b>	<b>Single Phase</b>	-	Rs.10/-
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### **12.2 Three Phase**

12.2.1	Load up to 20 KW	-	Rs.250/-
12.2.2	Load above 20 KW and up to 100 KW	-	Rs.450/-
12.2.3	Loads above 100 KW	-	Rs.900/-

Note: If a bill is found to be incorrect, the credit of the fee will be given to the consumer otherwise it will be forfeited.

## **13. Meter Installation Charges**

Whenever meter purchased by a Consumer from either the Board or market is installed at Consumer's premises by the Board.

13.1	Single Phase meter	-	Rs.100/-
13.2	3-phase meter without CTs	-	Rs.250/-
13.3	3-phase meter with CTs/PTs	-	2% of the cost of the metering equipment.

### **Note:**

1. The charges shall also be adopted for computing meter rentals for meters owned by the Board.
2. Out of the above 50% of the installation charges shall be for installation of MCB and balance for the meter in case of single phase and 3 phase meter without CT's.

**14. Testing and Calibration including sealing of Energy Meters owned/supplied by the Consumer.**

14.1	Single Phase	-	Rs.100/-
14.2	Polyphase whole current meter	-	Rs.450/-
14.3	Polyphase meters with CTs	-	Rs.1200/-
14.4	HT and EHT metering equipment i.e meter with CTs & PT's	-	Rs.2500/-

**15. Checking of the Capacitors at the request of the Consumer:**

Consumer receiving supply at	Rs. 150/- per visit
i) 230/400 V	Rs. 300/- per visit
ii) Above 400 V and up to 11 KV	

**16. Rates of Security**

**16.1 Initial Security (per KW or part thereof)**

16.1.1	Domestic Supply	a) With load upto 20 KW	-	Rs. 500/-
		b) With load 20 KW & upto 100 KW	-	Rs. 370/-
		c) Above 100 KW	-	Rs. 330/- per KVA
16.1.2	NRS	a) With load upto 20 KW	-	Rs. 700/-
		b) With load 20 KW & upto 100KW	-	Rs. 470/-
		c) Above 100 KW	-	Rs. 420/- per KVA
16.1.3	SP		-	Rs. 500/-
16.1.4	MS		-	Rs. 750/-
16.1.5	Large Supply	a) General	-	Rs. 1180/- per KVA of contract demand
		b) PIU's	-	Rs. 1500/- per KVA of contract demand
16.1.6	Bulk Supply	a) Upto 100 KW	-	Rs.1500/-
		b) Above 100 KW	-	Rs. 1350/- per KVA
16.1.7	Public lighting		-	Rs. 2000/-
16.1.8	Agricultural		-	Rs. 200/- per BHP
16.1.9	Railway Traction		-	1100 per KVA of contract demand

**16.2 Rates of Meter/Metering Equipment Security**

**16.2 Rates of Meter/Metering Equipment Security**

16.2.1	LT Single Phase Meters		
	a) Electronic meter	-	Rs. 270/-
	b) MCB	-	Rs. 270/-
16.2.2	LT. poly Phase whole current Meters (without CTs.)		
	a) Static/Electronic Type	-	Rs. 550/-
	b) MCB	-	Rs. 400/-
16.2.3	L.T. poly Phase C.T. Meters /TPT meters Without CTs	-	Rs. 4200/-
16.2.4	Solid State HT,TPT Metering equipment (without CT/PT Units)	-	Rs.5250/-
16.2.5	LT-CTs (set of 3 nos.)	-	Rs.1050/-
16.2.6	11 KV combined CT/PT Unit(10/5 A to 50/5 A)	-	Rs.28500/-
<b>16.3</b>	<b>Rates of initial security for consumers covered under spot billing.</b>		
16.3.1	Domestic Supply		
	a) With load upto 50 KW	-	Rs. 370/-
	b) With load 50 KW & above	-	Rs. 185/-
16.3.2	NRS		
	a) With load upto 50 KW	-	Rs. 470/-
	b) With load 50 KW & above	-	Rs. 235/-
16.3.3	SP	-	Rs. 250/-
16.3.4	MS	-	Rs. 375/-
16.3.5	Large Supply		
	a) General	-	Rs. 590/- per KVA of contract demand
	b) PIU's	-	Rs. 750/- per KVA of contract demand
16.3.6	Bulk Supply	-	Rs. 750/-
16.3.7	Public lighting	-	Rs. 1000/-
16.3.8	Railway Traction	-	550 per KVA of contract demand

**16.4 Rates of security) for temporary supply .**

Applicants requesting for temporary connection shall be required to deposit security for consumption at

- |  |   |  |
|--|---|--|
| a) duration of connection is upto 30 days      | - | twice the rate of initial security as per item 16.1  |
| b) duration of connection is more than 30 days | - | three times the rate of initial security as per 16.1 |

**17. Recoverable cost of meter**

**17.1 Charges recoverable from the Consumer when the meter is damaged owing to negligence or default on the part of the Consumer (w.e.f. 1.4.2006).**

17.1.1	Single Phase E/M Meter	-	Rs.320/-
17.1.2	Single Phase Electronic Meters (10-40A)	-	Rs. 320/-
17.1.3	Poly Phase Static Meter (3x10-40A)	-	Rs.670/-
17.1.4	LT CT operated Meter (without CTs)	-	Rs.4480/-
17.1.5	HT TPT metering equipment (without CTs/PTs unit)	-	Rs. 5490/-
17.1.6	LT CTs (set of 3 nos.)	-	Rs. 1080/-
17.1.7	HT CTs/PTs Unit (10/5A to 50/5A capacity)	-	Rs.29180/-

**17.2 Lump-sum amount recoverable in case the meter can be repaired (per meter)**

17.2.1	Single Phase Meter E/M	-	Rs. 200/-
17.2.2	Single Phase Electronic Meter	-	Rs. 320/-
17.2.3	Three(Poly) Phase E/M	-	Rs. 670/-
17.2.4	Three (Poly) Phase Electronic / Static Meter	-	Rs. 670/-

- 18. Service Line/Equipment Rentals (per month)** - @ 1.6 paise per Rupee cost of service line and equipment

**19. Demand Notice Extension Fee (for each period of 3 months)**

19.1	DS & NRS	-	Rs.50/-
19.2	AP	-	Rs.500/-
19.3	SP	-	Rs.200/-
19.4	MS/LS/BS/RT	-	Rs.2500/-

Note : Revival fee (one time only) for cancelled application shall be twice the demand notice extension fee as prescribed above.

## 20. Permission Fee for Parallel Operation

Permission fee to run/operate Captive/Cogen plants in parallel/synchronism with the grid.	-	@ Rs. 50 per KVA of installed capacity of Captive/Cogen plant minus capacity earmarked for sale of power to the Licensee.
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**ANNEXURE-'3'**

**PUNJAB STATE ELECTRICITY BOARD**  
**APPLICATION AND AGREEMENT FORM**  
 (For Loads up to 100 KW other than DS/NRS categories)  
 ( See Condition no.7 )

Passport Size  
photograph of  
the applicant/  
authorized  
signatory

1. Regn. No. & date \_\_\_\_\_

2. Existing Account No. (If any) \_\_\_\_\_

To

The \_\_\_\_\_  
Punjab State Electricity Board,

1. I/We hereby agree to take from Punjab State Electricity Board (herein-after referred to as the Board ) at the premises stated below, a supply of electricity 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 Schedule of Tariff, as approved by the Commission 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 Schedule of General Charges. I/We further agree that I/We shall, as and when required by the Board to do so, deposit with the Local office of the Board Initial Security as per the rates specified by the PSEB in Schedule of General Charges. And I/We hereby declare that we shall be bound by the Conditions of Supply, Supply Code Regulations, General Conditions of Tariff / Schedules of Tariff and Schedule of General Charges approved by the Commission and the provision of the Electricity Act-2003 and Rules & Regulations made thereunder.
2. I/We further require you to supply me/us with the necessary meter/metering equipment on hire in terms of Section 55 of Electricity Act, 2003. I/We agree to deposit security (meter) as may be prescribed in the Schedules of General Charges for the meter/metering equipment. I/We agree to pay monthly rentals for the meter / metering equipment as prescribed in the Schedule of General Charges.
3. Description of Premises:-  
house/shop/premises  
No.....Locality.....Town/Village.....City.....  
Pin Code.....
4. I/We declare on oath as under :
  - i) 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 and his/their written consent is attached herewith. **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 PSEB 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 of this electric connection by the PSEB to me/us.

- iii) I/We hereby agree that I/We shall abide by the power cut restrictions/peak load hours restrictions.
- iv) There is no other electric connection running in the above premises.
- v) I am a Scheduled Caste/ST/BC/BPL.
- vi) The above premises is more than 5m /10m /30m /100m away from the road reservation /Scheduled Road/Bye-pass or NOC from the competent authority is enclosed.

**5. SCHEDULE OF ELECTRICITY CONSUMING APPARATUS**

Category	Description	No.	Wattage each	Total kW
<b>A.Light Load</b> Light Points ,Wall Plugs and other lighting load, etc.	<b>Light Points</b> (i) Lamps (ii) CFLs (iii) Tubelights (iv) Mercury Vapour Lamps (v) Other			
	Fan Points			
	Wall Sockets			
	<b>Total Light Load</b>			
<b>B.Power Load</b> Power Plugs/Air Conditioners, etc.	Power Plugs			
	Air Conditioner			
<b>Total Power Load</b>				
<b>C.Industrial/ Motive Load</b> Motors etc.				
<b>Total Motive Load</b>				
Total Connected Load(A+B+C)				kW

Contract Demand.....KVA  
Supply Voltage.....V/kV

Signature of witness.....  
Name.....  
Address.....

Signature of Applicant.....  
Name.....  
Present Address (with Telephone No./E-mail address/Mobile No. if any ) .....

PSEB Account No.....  
Dated.....

for and on behalf of the Board  
Signature of load sanctioning authority of PSEB with designation.

Dated.....

Signature of officer/official verifying the correctness of the application.

Name:.....

Designation:.....

- Note:-
1. The applicant may opt to receive a copy of Conditions of Supply on payment of cost (which would not exceed photo copying cost).
  2. Applicant will sign in the presence of XEN/AEE/AE/JE/RA/ARA and in case of Sub-Office Addl. AE/JE. Officer will ensure that this form has been filled in correctly. He will sign after satisfying himself that form has been signed in his presence.

FOR OFFICE USE ONLY

**For Official use only**

1. Name of Sub division \_\_\_\_\_
2. Applicants Name/Designation \_\_\_\_\_
3. Is applicant a member of Scheduled Caste / ST / BC / BPL \_\_\_\_\_
4. Initial Security Receipt No. and Date \_\_\_\_\_
5. a) Present connected Load (if any) \_\_\_\_\_

- b) Load applied \_\_\_\_\_  
 c) Total Load \_\_\_\_\_
6. Category of connection \_\_\_\_\_ **A/C No.** \_\_\_\_\_
7. a) General Load.....  
 b) Motive Load if any.....  
 c) Total connected load..... Watts/Kilowatts
8. List of documents to be submitted as may be applicable:-
- i) Certified copy of the Memorandum of Association / Articles of Association
  - ii) Certified copy of the Incorporation of the company
  - iii) Certified copy of the partnership deed.
  - iv) Certified copy of registration of the firm by the Registrar of the firms.
  - v) Certified copy of Constitution of the society/trust.
  - vi) Certified copy of the registration of the society by the Registrar of Societies.
  - vii) Special power of attorney for the authorized signatory duly notarized.
  - viii) Certified copy of the resolution authorizing the signatory to sign on behalf of the company.
  - ix) Certified copy of the NOC, (consent to establish) from PPCB.
  - x) Certified copy of NOC from PUDA/LOCAL AUTHORITY as applicable in case of premises located on the sides of scheduled roads.
  - xi) Certificate from Sub Divisional Magistrate /Sub Divisional Officer (Civil)/Revenue Officer concerned regarding member of Scheduled Castes / ST/ BC / BPL.
  - xii) Requisite undertaking that the applicant (in case of Residential Colony/PUDA or State Govt. approved Colony/Shopping Malls/Commercial Complexes etc.) wants to have a one point connection.
  - xiii) Proof of ownership/ occupancy of the premises .

**GUIDELINES FOR APPLICANTS FOR RELEASE OF ELECTRIC CONNECTIONS /EXTENSION(S) IN LOAD**

1. The applicant/consumer shall contact Revenue Accountant (RA) in the notified office to obtain an application and agreement form .The form(s) can also be down loaded from the website of the Board.
2. The applicant shall also submit the following documents, as may be applicable.
  - i) Certified copy of the Memorandum of Association / Articles of Association

- ii) Certified copy of the Incorporation of the company
- iii) Certified copy of the partnership deed.
- iv) Certified copy of registration of the firm by the Registrar of the firms.
- v) Certified copy of Constitution of the society/trust.
- vi) Certified copy of the registration of the society by the Registrar of Societies.
- vii) Special power of attorney for the authorized signatory duly notarized.
- viii) Certified copy of the resolution authorizing the signatory to sign on behalf of the company.
- ix) Certified copy of the NOC, (consent to establish) from PPCB.
- x) Certified copy of NOC from PUDA/LOCAL AUTHORITY as applicable in case of premises located on the sides of scheduled roads.
- xi) Certificate from Sub Divisional Magistrate /Sub Divisional Officer (Civil) / Revenue Officer concerned regarding member of Scheduled Caste/ ST/ BC / BPL.
- xii) Requisite undertaking that the applicant (in case of Residential Colony/PUDA or State Govt. approved Colony/Shopping Malls/Commercial Complexes etc.) wants to have a one point connection.
- xiii) Proof of ownership/ occupancy of the premises .

3. The application and agreement form duly filled shall be submitted to the Consumer Clerk (CC)/(RA) for further process.
4. RA shall give details of amount on account of Initial Security, (meter) etc. to be deposited by the applicant/consumer with the cashier.
5. Demand notice(s) shall be issued by the Board within 7 days of receipt of application.

**FORM NO.CS-1-A**

**ANNEXURE-4**

**Application and Agreement Form for DS/NRS (LT only)**  
( See Condition no.7 )

Passport Size Photograph of the applicant/ authorized
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signatory

1. Regn. No. & Date \_\_\_\_\_

2. Existing Account No. (If any) \_\_\_\_\_

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 electricity 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 Schedule of 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 Schedule of General Charges. I/We further agree that I/We shall as and when required by the Board to do so, deposit with the local office of the Board Initial Security as per specified rates. I/We hereby declare that we shall be bound by the Conditions of Supply and Supply Code Regulations, General Conditions of Tariff, Schedules of Tariff and Schedule of General Charges approved by the Commission and the provision of the Electricity Act-2003 and Rules & Regulations made there under.
2. I/We further require you to supply me/us with the necessary meter/metering equipment on hire in terms of section 55 of the Electricity Act, 2003. I/We agree to deposit Security (meter) as may be required for the meter/metering equipment. I/We agree to pay monthly rent for the meter/metering equipment as prescribed in the Schedules of General Charges.
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.
- iv My/our premises are within/outside the municipal limit.
- v My/our premises are ready and electrical installation complete in all respects to receive power.
- vi I/We shall provide space for the installation of meter near the main entry of the premises. The service cable from the out going terminals of meter and upto main switch shall be provided by me/us.
- vii 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 comply with the conditions of the Board.
- viii I am a Scheduled Caste/ST/BC/BPL.
- ix The above premises is more than 5m /10m /30m /100m away from the road reservation of Scheduled Road/Bye-pass or NOC from the competent authority is enclosed.
- x I/We have applied this electric connection for domestic purpose and no business activity shall be carried out in this premises without prior approval from the Board. **OR** I/We have applied this electric connection for non residential purposes only.

**5. SCHEDULE OF ELECTRICITY CONSUMING APPARATUS**

Category	Description	No.	Wattage each	Total kW
<b>A. Light Load</b> Light Points Wall Plugs and other lighting load, etc.	<b><u>Light Points</u></b>			
	i) Lamps			
	ii) CFLs			
	iii) Tubelights			
	iv)Mercury Vapour Lamps			
	v) Others			
	Fan Points			
	Wall Sockets			
	Total Light Load			
<b>B.Power Load</b> Power Plugs/Air Conditioners, etc.	Power Plugs			
	Air Conditioner			
	Total Power Load			
<b>C.Other Load ( if any)</b> Motors etc.				
	Total Other Load			

Total Connected Load(A+B+C)	_____	kW
Supply voltage	_____	V

6. I/We am/are enclosing herewith Electrical Contractor's test report. I/We also certify that I/We will not effect any change in wiring /connected load as given in the test report.

**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(with

Tel. No./Mobile no.) \_\_\_\_\_

For and on behalf of the Board

\_\_\_\_\_  
Signature of the load sanctioning authority

Date: \_\_\_\_\_

Official seal

(To be signed after release of load)

- Note:-
1. The applicant may opt to receive a copy of Conditions of Supply on payment of cost (which would not exceed photo copying cost).
  2. Applicant will sign in the presence of XEN/AEE/AE/JE/RA/ARA and in case of Sub-Office Addl. AE/JE. Officer will ensure that this form has been filled in correctly. He will sign after satisfying himself that form has been signed in his presence.

**For Official use only**

1. Name of Sub division \_\_\_\_\_
2. Applicants Name/Designation \_\_\_\_\_
3. Is applicant a member of Scheduled Caste \_\_\_\_\_
4. Initial Security Receipt No. and Date \_\_\_\_\_
5. a) Present connected Load (if any) \_\_\_\_\_  
b) Load applied \_\_\_\_\_  
c) Total Load \_\_\_\_\_
6. Category of connection \_\_\_\_\_ **A/C 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 Revenue Accountant (RA) in the notified office to obtain an application and agreement form. The form can also be down loaded from Website of the Board.
3. The application and agreement form duly filled alongwith test report shall be submitted to the Consumer Clerk (CC)/(RA) for further processing.
4. RA shall give details of amount to be deposited by the applicant/consumer with the cashier.
5. The applicant/consumer shall keep the original receipt(s) with him and leave the case file with the cashier.
6. The electric connection shall be released within seven days subject to availability of material (maximum 30 days) and in case connection is not released during this period, he may contact SDO/AEE/XEN (DS).
7. In case of extension in load applied by the existing consumer, it shall be considered deemed released on the day it is applied.
8. Single Phase electric connections (DS/NRS) shall be released up to 10KW load only and above that three phase connections shall be released.
9. How to work out connected load by the applicant/consumer:-

Category	Light point	Fan point	Wall socket	Power socket (Single phase)	Air Conditioner
DS	40 Watts (½ to be counted)	60 Watt (⅓ <sup>rd</sup> to be counted)	60 Watts (¼ <sup>th</sup> to be counted)	1000 watts (¼ <sup>th</sup> to be counted)	2500 watts (1/3 <sup>rd</sup> to be counted)
NRS	40 Watts (all to be counted)	60 watts (all to be counted)	60 watts ((⅓ <sup>rd</sup> to be counted)	1000 watts (½ to be counted)	As per name plate (all to be counted)

- Note:
- a) 3 phase power sockets for NRS purposes shall be taken as 6 kW each and one half of power sockets to be counted for connected load purpose.
  - b) Any fraction of lamp/socket to be counted as one.
  - c) In case single switch is used for controlling more than one lamp/appliance, the sum of all the lamps/appliances shall be taken into account for connected load purposes.

- (i) The load of air conditioners/AC packages/centralized AC systems bearing ISI mark will be taken as per their nameplate. For non-standard air conditioners, the load of each will be taken as 2.5 KW.

- (ii) The load of geysers connected through power sockets shall not be counted towards connected load. Only the power socket shall be counted for computing the total connected load.
  - (iii) The load of motors etc. shall be counted as per the nameplate.
10. Demand notice shall be issued within 7 days of receipt of application.

**PSEB CS-I-(HT/EHT)**

**Annexure-'5'**

**PUNJAB STATE ELECTRICITY BOARD  
APPLICATION & AGREEMENT FOR HIGH TENSION AND EXTRA HIGH TENSION  
SUPPLY**

(See Condition no.7)

Passport Size  
Photograph  
of the  
applicant/  
authorized  
signatory

1. **Regn. No. & Date** \_\_\_\_\_
2. **Existing Account No. (If any)** \_\_\_\_\_

(To be completed and signed by Applicant)

#### AGREEMENT FOR HIGH TENSION AND EXTRA HIGH TENSION SUPPLY

THIS AGREEMENT MADE THIS \_\_\_ day of \_\_\_\_\_ 20\_\_ between the Punjab State Electricity Board (hereinafter called the 'Board' which expression shall where the context so admits include its successors in office and assigns) having its Head Office at Patiala of the one part and \_\_\_\_\_ (hereinafter called 'Consumer' which expression where the context so admits shall include his heirs, executors, administrators, legal representatives successors in business and assigns) of the other part.

Whereas the consumer has requested the Board to supply him with electricity at his premises situated \_\_\_\_\_ and indicated in red ink in the map attached hereto for the purpose of \_\_\_\_\_ and the Board has agreed to supply to the consumer such electricity upon the terms and conditions hereinafter contained.

#### **NOW IT IS HEREBY DECLARED AND AGREED AS FOLLOWS:**

- 1 Subject to the provisions hereinafter contained and during the continuance of this agreement the Board shall give electricity supply to the consumer at one point for DS/NRS/Industrial/Bulk & Railway Traction \_\_\_\_\_ supply purpose, at his premises referred to above up to a maximum demand of \_\_\_\_\_ kVA (hereinafter called contract demand) and connected load of the \_\_\_\_\_ kW.
2. The electricity so supplied shall be of three phase / two phase, alternating current, at a declared pressure (voltage) of \_\_\_\_\_ thousand volts between phases and at a frequency of 50 cycles per second at the terminals. The frequency and pressure of the electricity at the point of supply shall be subject to fluctuations that are ordinary, usual and incidental to the generation and transmission of electricity but such fluctuations shall not except owing to extraordinary reasons beyond the control of the Board, exceed the tolerance limits permitted by the Indian Electricity Rules, 1956 or Regulations notified under Section 53 of the Act.
3. (a) The consumer shall be liable to pay the cost of service connection / proportionate cost of back-up line (including bay) / feeding sub station (if applicable) and other equipment as per Regulation 9 read with Regulation No. 10 & 19.3 of the Supply Code.  
(b) Notwithstanding that the cost of the full or a part of the service line has been paid for by the consumer, the ownership thereof shall vest in the Board and will be maintained by the Board at its cost. The Board shall have a right to utilize the aforesaid service line and sub station in the consumer's premises, place apparatus other than those required to control the supply to the consumer and to lay overhead

or underground feeders in the property of the consumer with a view to connect the same with the apparatus installed in any other consumer's premises.

4. Unless otherwise agreed upon the point of supply shall be the outgoing terminals of the metering equipment/circuit breaker or the control switch gear of the Board installed at the consumer's/ Board premises from which electricity is supplied to the consumer.
5. The electricity supply taken from the Board by the consumer under this agreement shall be measured by the meter or meters installed by the Board at suitable point or points. The Board shall be entitled to charge rent on account of such metering equipment at such rates as prescribed in the Schedule of General Charges.
6. The consumer shall provide and maintain at his own cost an accommodation suitable as per requirement of the Board both in size and construction (to be approved by the Board) for purpose of housing Board metering equipment nearest to the main gate with for independent access to the Board and also any other equipment including measuring devices as may be considered necessary by the Board.
7. The meter shall be properly sealed by the authorized representative of the Board in the presence of the consumer or his representative and shall not be interfered with by the consumer.
8. The load on the three phases of supply under the agreement shall be kept so balanced by the consumer that the difference in current between any two phases at the time of maximum demand shall not exceed 5% without the prior approval of the Board in writing.
9. The duly authorized employees of the Board shall be entitled at all reasonable times, to enter the premises of the consumer for the purpose of inspecting and testing his(Consumer) installation and /or for reading meter and inspecting and testing any of apparatus belonging to the Board on consumer's premises or for doing all things necessary or incidental to the proper giving or maintaining supply to the consumer.
10. The consumer shall be solely responsible for and shall pay for any loss or damage to any supply lines, main fuses, meters and/or other apparatus belonging to the Board on the premises of the consumer whether caused maliciously or through culpable negligence or default on the part of the consumer or any of his employees.
11. The Board shall not be liable for any claim for loss, damage or compensation whatsoever arising out of failure or shortage of supply when such failure or shortage is either directly or indirectly due to war, mutiny, civil commotion, riot, strike, lockout, fire, flood, tempest, lightning, earthquake or other force majeure causes or occurrences beyond the control of the Board.
12. The consumer shall pay to the Board every month charges for electricity supplied to the consumer in accordance with the provisions of General Conditions of Tariff and relevant Schedule of Tariff as approved by the Commission.
13. The consumer shall, when required by the Board, pay Security (consumption) for the performance of the terms and conditions of this agreement as per Regulation No. 15 & 16 of the Supply Code.

14. (a) The consumer shall agree to restrict or regulate consumption of electricity under this agreement during peak hours as may be directed by the Commission / State Govt. or any other appropriate authority.
- (b) The consumer shall agree to the supply of electricity under this agreement being curtailed, staggered or cutoff altogether by the Board if the power position or any other emergency in power system warrants such a course of action.
- (c) The Board would have the right to temporarily discontinue power to the consumer at any time, whenever it becomes necessary for the purpose of testing plant, equipments etc. and for this no compensation will be payable to the consumer.
15. (a) The consumer shall comply with Conditions of Supply and Supply Code Regulations as approved by the Commission, which shall be deemed to be a part of the agreement and shall govern the parties hereto in so far as same are applicable.
- (b) The consumer shall supply to the Board on demand all reasonable information including certified copies of monthly return of production of goods being submitted by him to the Central/State Excise and Sales Tax Authorities to enable the Board to keep a watch over the consumption of electricity.
- (c) If any of the information supplied or undertaking given by the consumer is found to be incorrect or false or shows that he had obtained connection by misrepresentation, he will be deemed to have indulged in Un-authorized use of Electricity and will be liable to pay higher tariff as specified in the Conditions of Supply/ Supply Code Regulations.
- (d) The consumer shall not without the prior consent of the Board effect any change in the industry or operate any additional industry for which the connection had been taken in the first instance. Default in this regard may lead to unauthorized use of supply and the consumer will be liable to pay penalty for the same as specified in the Supply Code Regulations.
16. The consumer shall not, without the previous consent/approval and execution of new agreement, assign, transfer or part with the benefit of this agreement and shall not in any manner part with or create any partial or separate interest in it.
17. Any levy such as Sales Tax, Electricity Duty, Octroi etc imposed by the State Government or any other competent authority on electricity purchased by the consumer from the Board shall be payable by the consumer.
18. This agreement shall be read and construed as subject in all respect to the provisions of the Electricity Act, 2003 or any statutory modifications thereof for the time being in force and the Rules, Regulations made there under.
19. The consumer has agreed to bear stamp duty on this agreement, if applicable.
20. All disputes arising under this agreement or touching or concerning any covenant or conditions of this agreement shall be dealt with in accordance with the provisions of the EA-2003 and be referred to Dispute Settlement Committee / Forum for Redressal of Grievances / Ombudsman & Appellate Authority/Special Court as the case may be.

IN WITNESS WHEREOF, I \_\_\_\_\_(Name and designation) of the Punjab State Electricity Board by order and direction of and on behalf of the Punjab

State Electricity Board and the consumer \_\_\_\_\_ have hereinto set their signatures and the common seals the day, month, and year first written above.

**Signed by the above named in the presence of**

(Witnesses)

1. Name..... (Consumer or his Authorized Representative)  
Address..... Name: \_\_\_\_\_  
PSEB Account No..... Designation: \_\_\_\_\_

Authorized vide Resolution No \_\_\_\_\_  
or Power of Attorney No. \_\_\_\_\_

2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_ (Designation & Seal of  
PSEB Account No. \_\_\_\_\_ load Sanctioning Authority)  
Punjab State Electricity Board

Note:- The applicant may opt to receive a copy of Conditions of Supply on payment of cost (which would not exceed photo copying cost).

**(For Official Use Only)**

1. Name of Sub division \_\_\_\_\_  
2. Name of Applicants/Firm/Company/institution \_\_\_\_\_  
3. Type of Industry/premises \_\_\_\_\_

4. Seasonal or Non-Seasonal Industry \_\_\_\_\_
5. Category of connection \_\_\_\_\_ **A/C No.** \_\_\_\_\_
6. Initial Security Receipt No. and Date \_\_\_\_\_
7. a) Present connected Load (if any) General \_\_\_\_\_  
Motive \_\_\_\_\_
- b) Load applied General \_\_\_\_\_  
Motive \_\_\_\_\_
- c) Total Load General \_\_\_\_\_  
Motive \_\_\_\_\_
8. a) Existing Contract Demand (if any) \_\_\_\_\_
- b) Contract Demand Applied \_\_\_\_\_
- c) Total Contract Demand \_\_\_\_\_
9. Supply Voltage \_\_\_\_\_
10. Transformer Capacity / Voltage rating \_\_\_\_\_
11. List of documents to be submitted as may be applicable:-
  - i) Certified copy of the Memorandum of Association / Articles of Association
  - ii) Certified copy of the Incorporation of the company
  - iii) Certified copy of the partnership deed.
  - iv) Certified copy of registration of the firm by the Registrar of the firms.
  - v) Certified copy of Constitution of the society/trust.
  - vi) Certified copy of the registration of the society by the Registrar of Societies.
  - vii) Special power of attorney for the authorized signatory duly notarized.
  - viii) Certified copy of the resolution authorizing the signatory to sign on behalf of the company.
  - ix) Certified copy of the NOC, (consent to establish) from PPCB.
  - x) Certified copy of NOC from PUDA/LOCAL AUTHORITY as applicable in case of premises located on the sides of scheduled roads.
  - xi) Requisite undertaking that the applicant (in case of Residential Colony/PUDA or State Govt. approved Colony/Shopping Malls/Commercial Complexes etc.) wants to have a one point connection.
  - xii) Proof of ownership/ occupancy of the premises or Indemnity Bond.

**GUIDELINES FOR APPLICANTS FOR RELEASE OF ELECTRIC CONNECTIONS /EXTENSION(s) IN LOAD**

1. The applicant/consumer shall contact the Revenue Accountant (RA) in the notified office to obtain an application and agreement form .The form(s) can also be down loaded from the website of the Board.
2. The applicant shall also submit the following documents, as may be applicable.
  - i) Certified copy of the Memorandum of Association / Articles of Association
  - ii) Certified copy of the Incorporation of the company
  - iii) Certified copy of the partnership deed.
  - iv) Certified copy of registration of the firm by the Registrar of the firms.
  - v) Certified copy of Constitution of the society/trust.
  - vi) Certified copy of the registration of the society by the Registrar of Societies.
  - vii) Special power of attorney for the authorized signatory duly notarized.
  - viii) Certified copy of the resolution authorizing the signatory to sign on behalf of the company.
  - ix) Certified copy of the NOC, (consent to establish) from PPCB.
  - x) Certified copy of NOC from PUDA/LOCAL AUTHORITY as applicable in case of premises located on the sides of scheduled roads.
  - xi) Requisite undertaking that the applicant (in case of Residential Colony/PUDA or State Govt. approved Colony/Shopping Malls/Commercial Complexes etc.) wants to have a one point connection.
  - xii) Proof of ownership/ occupancy of the premises or Indemnity bond.
3. The application and agreement form duly filled shall be submitted to the Consumer Clerk (CC)/(RA) for further process.
4. RA shall give details of amount on account of Initial Security and Security,( meter ) etc. to be deposited by the applicant/consumer with the cashier.
5. Demand notice(s) shall be issued by the Board within the time schedule as specified in Regulation 6.2 of the Supply Code.

(FOR DEMAND EXCEEDING 500 KVA)  
(See Condition no. 7)

Requisition No. \_\_\_\_\_

Date: \_\_\_\_\_

To

SE/Dy. Chief Engineer/DS.  
P.S.E.B., Circle,  
\_\_\_\_\_

Sir,

I/We hereby request you to supply electricity for the following premises owned/occupied by me/us. Load/Contract demand and other particulars are detailed below:-

1. Industrial / Motive Load(kW)
2. General Load(Light, fans, heaters, refrigerator etc)(kW)
3. Load for residential colony (kW)
4. Total Load(kW)
5. Contract Demand(kVA)
6. Transformer Capacity(kVA)
7. Supply voltage
8. In case of extension in Contract Demand, Details of present Contract Demand
9. Type of Industry
10. Capacity of furnace (Arc/Induction) transformer (kVA) and voltage ratio.
11. Details of premises (Alongwith Map)
12. Distance from Sub-Station
13. Special feeder if required
14. Any other details

I/We request that permission to register A&A form for above Contract Demand may be granted.

Signature of Applicant)

Full Address: \_\_\_\_\_  
\_\_\_\_\_

Earnest Money \_\_\_\_\_

BA-16 No. \_\_\_\_\_

Dated: \_\_\_\_\_

Issued to Sh//M/s. \_\_\_\_\_ S/o \_\_\_\_\_

Signature  
Consumer Clerk

List of documents to be submitted as may be applicable:-

1. Certified copy of the Memorandum of Association / Articles of Association

2. Certified copy of the Incorporation of the company
3. Certified copy of the partnership deed.
4. Certified copy of registration of the firm by the Registrar of the firms.
5. Certified copy of Constitution of the society/trust.
6. Certified copy of the registration of the society by the Registrar of Societies.
7. Special power of attorney for the authorized signatory duly notarized.
8. Certified copy of the resolution authorizing the signatory to sign on behalf of the company.
9. Certified copy of the NOC, (consent to establish) from PPCB.
10. Certified copy of NOC from PUDA/LOCAL AUTHORITY as applicable in case of premises located on the sides of scheduled roads..
11. Undertaking that the company or its sister concern is not involved in theft case / unauthorized use of electricity(UUE).
12. Undertaking to the effect that the consumer shall not claim damages in the event of fluctuation on the system.
13. Undertaking that no other connection is running in the same premises.
14. Proof of ownership/ occupancy of the premises or Indemnity Bond.

**Annexure- 7**

**Documents to be submitted by a partnership firm or company,**

**trust or society alongwith A & A form**

( See Condition No. 7)

- (i) An attested copy of the partnership deed signed by all the partners or by a partner authorized to sign by other partners through a Special Power of Attorney duly notarized.
- (ii) A private or a public limited company, will while submitting an application furnish certified copies (by the Chartered Accountant of the Company) of its Memorandum of Association / Articles of Association, incorporation certificate and the resolution of the Board of Directors in favour of the person authorized to sign the A&A form and other documents. The signatures of the authorized signatory will also bear the common seal of the company. The names of members of the Board of Directors and their residential addresses will also be furnished. The consumer will intimate to the Board every change in the Board of Directors within one month.
- (iii) An application by a Trust or a Society, will be accompanied by a certified copy of its constitution, its bye laws alongwith resolution in favour of the authorized signatory for signing the A&A form and other documents. The names of the managing body of the Trust or Society and their residential addresses will also be furnished.

**PUNJAB STATE ELECTRICITY BOARD**  
**AGREEMENT FOR STREET LIGHTING**  
( See Condition no. 7)

This agreement made \_\_\_\_\_ day of \_\_\_\_\_ two thousand and \_\_\_\_\_ between the Punjab State Electricity Board (hereinafter referred to as "the Board" of the one part and the Corporation/ Municipal committee/ Cantonment Board/PUDA/NAC/Panchayat \_\_\_\_\_ of \_\_\_\_\_ (name of City/Town) (hereinafter together with its successors and assigns called the consumer) of the other part.

Whereas the Board has agreed for the purpose of lighting certain street lamps and hereinafter prescribed within the area under the jurisdiction of the consumer to supply electricity (hereinafter called the supply) and to provide for this purpose additional to the Board general supply system the necessary works and the said street lamps and to maintain, repair, renew and operate the said works and renew the said lamps as hereinafter provided.

And whereas the consumer has agreed as hereinafter provided to pay for the said supply and charges of the said works and to supply fittings / lamps and for the renewal of said lamps.

Now This agreement witnesseth as follows:-

**1. Provisions of Fitting:-**The Board shall provide and install works consisting of conductors, insulators, apparatus and fittings as are and maybe required for the purpose of providing supply to the lamps mentioned in the list(Schedule-IV) and the Board shall also install such lamps as are set forth in Schedule I to this agreement.

The total length of aerial/cable lines required for providing the aforesaid supply is set forth in Schedule II to this Agreement.

**2. Location of Lamps,** The consumer shall not be entitled to demand the provision of street lamps in any position other than upon the poles already existing unless the Board agrees to provide extra lamps and install the necessary works.

The consumer would be required to pay the per kw charges as approved by the Commission from time to time.

**3. Altering the position of lamps:** If the position of any lamp(s) has been agreed upon between the parties hereto in writing or if any such lamp(s) has been installed as provided in Clause-1 and 2 above, the consumer shall not be entitled to have any change made in the position of any such lamp(s) or to have any alteration whatsoever made thereto.

Provided that in the event of the consumer requiring any alteration in the position or other particulars of any such lamp(s) the Board may execute such alteration upon payment by the consumer of the cost thereof.

**4. Type, size and luminosity of Lamps:** The lamps shall be of suitable capacity not greater than 250 watts. CFL lamps may be used along the roads and lanes not accessible to vehicular traffic. Special lamps of wattage higher than 250 watts may be installed at special point as agreed to between the parties.

**5. Lighting Hours and minimum consumption:** Upon a date not later than 15(Fifteen) days before the commencement of each quarter beginning respectively on 1st January, 1st April, 1st July and 1st October in each year, the consumer shall furnish the

Board with a statement showing the hours during which the consumer requires supply for the purpose of street lighting during ensuing quarter and provided the said statement is not in conflict with the general system of control adopted by the Board in respect of street lighting.

Provided that the night period of lighting for every lamp shall be of duration not less than an average of 8 hours over each period of one year dating from 1st April in each year during the period of agreement.

Provided that if the total number of units consumed in the whole year are less than it would have been if the lamps had been lit on an average of 8 hours per night over the whole year, the Board shall charge for the difference between the stipulated units and units actually consumed at the tariff rates.

Provided always that for the purpose of this agreement night shall mean the period between the hours 5 p.m. to any one day and 7 a.m. of the following day.

**6. Measurement of Electricity:** The supply taken from the Board by the consumer shall be measured by the meter or meters installed by the Board at suitable point or points and the supply taken by the consumer so measured shall be deemed to be correct and binding on the consumer.

Provided firstly that in the event of consumer disputing the accuracy of any such said meter, the consumer may, upon giving notice in writing to the Board, cause such meter to be tested by the Board. If the meter shall be found to be not correct as specified, the Board shall not be entitled to recover the cost of such test from the consumer and shall adjust the consumer's account in accordance with the result of the test with retrospective effect for a period not exceeding three months immediately preceding the date of such test.

Provided secondly, that if on such test as aforesaid being made by the Board the meter shall be found to be correct as specified, the Board shall be entitled to recover from the consumer the charges as per Schedule of General Charges for testing the meter.

Provided always that should the consumer decline to accept any such test or such adjustment as aforesaid, the matter shall be referred to the Dispute Settlement Committee / Forum.

**7. Charges for Service and Supply of Electricity:** The Board shall maintain, repair and operate the works described in clause 1 and 2 and give supply; to and renew the lamps referred to therein provided such lamps are procured and provided by the consumer to the Board at his own cost and in respect of the service and supply thus rendered the consumer shall, notwithstanding anything contained in clause 13 thereof, pay the Board at the rates prescribed in the Schedule of Tariff for Street Lighting.(S-VIII ).

Provided that in the event of any lamps having been stolen or maliciously damaged by any person or persons not proved by the consumer to be employees of the Board, the renewal of the same shall be made at the expense of the consumer.

The consumer shall also pay meter rentals at the rate prescribed by the Board from time to time in the Schedule of General Charges per month for every meter installed.

**8. Payment of Bills:** The Board will present to the consumer monthly bills for electricity consumed and for operation, maintenance, repair and lamp renewals prescribed in clause 7 above and the said bills shall be paid on demand.

If any such bill was not paid within the due date, late payment surcharge as per provisions of General Conditions of Tariff shall be payable as approved by the Commission from time to time.

Provided further that in the event of any bill remaining unpaid for 30(Thirty) days after the date of presentation of the bill the Board shall be entitled to disconnect the supply after serving 15(Fifteen) days clear notice in writing of its intention to do so and to decline to reconnect the supply until all outstanding bills due to the Board by the consumer under this agreement have been paid. In the event of the supply being so disconnected the Board shall be entitled to charge the consumer for every day during which the supply have been so disconnected at the full rates of charge prescribed in clause 7 above with the exception of the electricity charges.

Provided always that no payment shall be accepted by the Board on a holiday declared by the Board and that in case the date on which the Board becomes entitled to disconnect the supply is a holiday declared by the Board, it shall postpone the disconnection of the supply till the following day.

**9. Repair and Renewal of Lamps:** The Board shall repair or renew as may be deemed necessary all inoperative or faulty lamps within 24 hours of the receipt of written complaint from the consumer in this behalf, provided such complaint has been received at the Board local office before 2 p.m. of any day alongwith requisite number of new lamps required to be replaced.

**10. Applicability of Act, Rules and Regulations:** The parties to this agreement shall be bound by the provision of the Electricity Act, 2003 and any statutory amendment thereof and of the Rules / Regulations made there under.

**11. Commencement of Supply:** The date of commencement of supply shall be the date on which the supply is actually commenced or a date three months after the date of notice presented to the consumer by the Board intimating that the Board will be in a position to give supply to the consumer on or before the said date of commencement of supply whichever is earlier.

Provided that if the consumer does not take supply from the date when the Board is in a position to give supply in accordance with the notice mentioned above, the consumer shall pay to the Board charges as prescribed in Schedule of Street Lighting Tariff in accordance with the terms of the Agreement from the date of expiry of the period of notice referred to above till the date when he actually takes supply.

**12. Duration of Agreement:** This agreement shall be and remain in force for five years commencing from the date of commencement of supply and be deemed to have been renewed from time to time and shall continue in force for further period of five years each, unless and until either party shall within the first four years of the first or any such succeeding period of five years, have served upon the other part 12 Calendar months notice in writing of the intention not to renew the agreement at the expiry of the current period of five years, in which case subject to anything contained in these presents to the contrary this agreement shall terminate at the expiry of the period of five years during which such notice in writing shall have been duly delivered and received by the other party.

**13. Termination of Agreement:** Whenever the consumer wants permanent disconnection of the said supply of power before the expiry of the current five years of agreement, the consumer will have and exercise in writing the option to pay rentals plus annual minimum charges as maybe payable under the schedule of tariff hereof, for the remaining period from the date of disconnection of the street lighting supply till the agreement including arrears if any, outstanding at the time or to pay rentals including annual minimum charges under clause 5 hereof, until the date of disconnection plus all expenses and losses incurred on erection and dismantlement of street lighting works

erected under this agreement. In case, however, the cost of street lighting supply system or of any portion thereof was paid by the consumer originally, then cost of erection and dismantlement will not be payable by the consumer for such system or part thereof as the case maybe.

**14. Interruption and failure or defect in supply:** The electricity to be supplied under this agreement shall be available at all hours of the day and night, but no liability whatsoever shall attach to the Board to compensate the consumer for any interruption, failure or defect of supply arising from any cause whatsoever, except to the extent provided in this Agreement and Supply Code.

**15.** All disputes arising under this agreement or touching or concerning any covenant or conditions of this agreement shall be dealt with in accordance with the provisions of the EA-2003 and be referred to Dispute Settlement Committee / Forum for Redressal of Grievances / Ombudsman & Appellate Authority/Special Court as the case may be.

IN WITNESS WHEREOF THE parties hereto have set their hands the day and year first written.

Signed by \_\_\_\_\_ Mayor/ President/Executive Officer/Sarpanch for and on behalf of the Corporation/Municipal Committee/Cantonment Board / Panchayat \_\_\_\_\_ of \_\_\_\_\_ being duly authorized to sign vide certified copy of Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ annexed hereto.

**In the presence of**

Name: \_\_\_\_\_

Description: \_\_\_\_\_

Address: \_\_\_\_\_

Signed by \_\_\_\_\_ Member for and on behalf of the Corporation/Municipal Committee/ Cantonment Board / Local Body / Improvement Trust/ Urban Development Authority / Panchayat \_\_\_\_\_ of \_\_\_\_\_ being duly authorized to sign vide certified copy of Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ annexed hereto

**In the presence of**

Name: \_\_\_\_\_

Description: \_\_\_\_\_

Address: \_\_\_\_\_

Countersigned by \_\_\_\_\_

Secretary for and on behalf of the Corporation/Municipal Committee/ Cantonment Board / Local Body / Improvement Trust / Urban Development Authority / Panchayat \_\_\_\_\_

Signed by the Superintending Engineer Punjab State Electricity Board for and on behalf of the Board.

**In the presence of**

Name: \_\_\_\_\_

Description: \_\_\_\_\_

Address: \_\_\_\_\_

**SCHEDULES**

**Schedule-I**

**NUMBER AND CAPACITY OF LAMPS**

Item No.	Minimum No.	Maximum No	Wattage	Total Capacity in KW Minimum Maximum
<p><b>Ordinary Lamps / CFL</b>            1. Lamps up to 150 Watts            2. Lamps above 150 watts            3. Special Lamps            4.            5.</p> <p><b><u>Mercury Vapour Lamps</u></b>            1. Lamps of 80 watts.            2. Lamps of 125 Watts            3. Lamps of 250 Watts            4. Lamps of 400 Watts            5            6</p> <p>Fluorescent Tubes:            1. Single 2 Ft. 20 Watts            2. Single 4 Ft. 40 Watts            3. Double 2 Ft. 20 Watts            4. Double 4 Ft. 40 Watts            5.            6.</p> <p><b><u>Other Fittings(if any)</u></b>            1.            2.            3.</p>				

**Schedule-II**

**LENGTH OF AERIAL AND CABLE LINES**

1. Minimum Length \_\_\_\_\_ Kilo Metres.
2. Maximum Length \_\_\_\_\_ Kilo Metres

**Schedule-III**

**SCHEDULE OF STREET LIGHTING TARIFF AS AMENDED FROM TIME TO TIME**

**Note:** Tariff as amended from time to time shall be applicable.

**Schedule -IV**

DETAILS OF LAMPS AND LINES

Sr.No	Pole No	Type of Fitting	Street or Locality	Wattage	Type of Line (ACSR, Cable)

**ABSTRACT(Nos.)**

Type of Fittings	Pole Mounted	Wall Mounted	Hanging	Total
<b>Ordinary Lamps/ CFL</b> 1.Lamps up to 150 Watts 2. Lamps above 150 watts 3. Special Lamps 4. 5. <b><u>Mercury Vapour Lamps</u></b> 1. Lamps of 80 watts. 2. Lamps of 125 Watts 3. Lamps of 250 Watts 4. Lamps of 400 Watts 5 6 Fluorescent Tubes: 1. Single 2 Ft. 20 Watts 2. Single 4 Ft. 40 Watts 3. Double 2 Ft. 20 Watts 4. Double 4 Ft. 40 Watts 5. 6. <b><u>Other Fittings(if any)</u></b> 1. 2. 3.				

Total Length of Street Light Line

1. Overhead \_\_\_\_\_ Kilo Metres
2. Cable \_\_\_\_\_ Kilo Metres.

**PUNJAB STATE ELECTRICITY BOARD  
INDEMNITY BOND**

(For all categories with load above 100 KW)  
( See Condition no. 7.3)

Known all men by these presents that I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_ in the district of \_\_\_\_\_ (hereinafter called the "Principal Party") and Shri \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_ and Shri \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_ sureties on behalf of the Principal Party do hereby jointly and severally bind ourselves and our respective heirs, executors, administrators and legal representative to indemnify the PSEB (hereinafter called the Board, which expression shall include its successors and assigns) on demand the entire cost and damages in respect of all actions, proceedings, of or any damages claimed or to be claimed against the Board by any person including the landlord Shri \_\_\_\_\_ -S/o \_\_\_\_\_ (Name of the landlord) or any person claiming through or under him at any stage by reason of giving of the electric connection by the Board to the principal party.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ two thousands \_\_\_\_\_

Whereas the above bounden principal party namely Shri \_\_\_\_\_ has applied for an Electricity connections in the premises as \_\_\_\_\_.

And whereas the Principal Party is the lawful occupier of premises but it has not been possible for him to obtain the consent of his landlord for the installation of the above said connection.

And Whereas the connection has been sanctioned to the Principal Party subject to his furnishing an indemnity bond in favour of the Board indemnifying the Board against all actions, proceedings, or damages claimed or to be claimed against the Board by any person including the landlord Sh. \_\_\_\_\_ S/o \_\_\_\_\_ or any person claiming through or under him at any stage by reason of giving of the electric connection by the Board to the Principal Party.

And whereas the Principal Party has agreed to execute such a bond in favour of the Board, as desired by it.

Now, therefore, this agreement witnesses that the principal party agrees and with the said Board that the Principal Party does indemnify and shall hereafter indemnify the said Board against all actions, proceedings or damages claimed or that may be claimed against the Board by any person including the landlord Sh \_\_\_\_\_ S/o \_\_\_\_\_ or any person claiming through or under him at any stage by reason of giving of the electric connection by the Board to the said Principal Party.

2. And the Principal Party, his heirs, executors and successors hereby covenant with the Board and its successors in interest that the above said bounden Principal Party shall

on demand pay to the Board all such sum or sums of money for which the Board shall incur liability or which it shall rightfully pay by reasons of or in consequence of the aforesaid connection now being given to the above bounden Principal Party and that on his failure to do so the Board shall have the power to realize the same from the above said bounden Principal Party and his property of all type of private negotiations or by court proceedings.

3. And upon the above bounden Principal Party Sh. \_\_\_\_\_ S/o \_\_\_\_\_ and Shri \_\_\_\_\_ S/o \_\_\_\_\_ or Shri \_\_\_\_\_ S/o \_\_\_\_\_ the sureties aforesaid making up/paying such damages/cost of the Board the above written obligation shall be void and of no effect otherwise it shall be and remain in full force and virtue.

4. Provided always that the liability of the sureties hereunder shall not be impaired or discharged by reason of time being granted or by forbearances act or omission of the Board or any person authorized by it(whether with or without consent or knowledge of the sureties) nor shall it be necessary for the Board to sue the said bounden Principal Party before suing the above bounden sureties Shri \_\_\_\_\_ and Shri \_\_\_\_\_ or any of them for amounts/damages due hereunder:

5. In witness to the above written bond and the conditions thereof we have hereunto set our hands this day of \_\_\_\_\_ (two thousand and \_\_\_\_\_).

(Bounden Principal Party)

Signed and delivered by the \_\_\_\_\_ above bounden \_\_\_\_\_ in the presence of \_\_\_\_\_.

Signed and delivered by the surety:-  
Above named \_\_\_\_\_  
in the presence of \_\_\_\_\_  
(give complete address)

Signed and delivered by the surety above named:-  
Shri \_\_\_\_\_  
in the presence of \_\_\_\_\_

**(give complete address)**

**Annexure-10**

**LIST OF VILLAGES FALLING IN THE FREE ENTERPRISE ZONE(FEZ)**

( See Condition no.7.7)

<b>Sr. No.</b>	<b>Tehsil</b>	<b>Name of Village</b>	<b>Hadbast No.</b>
1.	Dera Bassi	Morthikari	366
2.	-do-	Pandwala	359
3.	-do-	Sundran	363
4.	-do-	Haibatpur	350
5.	-do-	Daffarpur	360
6.	-do-	Kheri	362
7.	-do-	Behra	198
8.	-do-	Bhagwanpur	199
9.	-do-	Rampur Sainian	200
10	-do-	Nimbuan	1
11.	-do-	Bahadurgarh	2
12.	-do-	Haripur Hinduan	3
13.	-do-	Kuranwala	4
14.	-do-	Mahiwala	5
15.	-do-	Dandrala	8
16.	-do-	Saidpura	10
17.	-do-	Saide Majra	12

PSEB CS-5

**PUNJAB STATE ELECTRICITY BOARD**  
( See Condition no.11)

Demand Notice No. \_\_\_\_\_ Dt. \_\_\_\_\_  
Regn. No. \_\_\_\_\_ Dt. \_\_\_\_\_

From

XEN/AEE/AE (DS)

\_\_\_\_\_

To

\_\_\_\_\_

\_\_\_\_\_

**Intimation of Acceptance of A&A form and Demand Notice.**

Dear Sir/Sirs,

1. Your application for new connection / additional load/demand of \_\_\_\_\_KW with \_\_\_\_\_ KVA Contract Demand/Additional Demand at, Single/Two/ Three Phase 230V/400V/11KV/33KV /66KV/132KV/220 KV supply voltage under DS/NRS/ SP/ MS /LS/AP/BS/Street Lighting/RT category against A&A forms submitted on \_\_\_\_\_ has been accepted.
2. The Board undertakes to give supply provided you comply with the following:-
  - a) remit Rs. \_\_\_\_\_ as balance amount of Initial Security.
  - b) remit Service Connection Charges amounting to Rs. \_\_\_\_\_ as per provisions of Regulation 9 of the Supply Code. These charges comprise of per KW charges amounting to Rs. \_\_\_\_\_ and on account of cost of additional length of \_\_\_\_\_ metres.  
{the charges on account of Security (Works) will be adjusted on release of connection against actual cost payable}.
  - c) submit Electrical Contractor's Test Report indicating particulars & name plate data of all electricity consuming appliances and safety of installation(s) as per Indian Electricity Rules, 1956 or Regulations notified by Central Electricity Authority under Section 53 of the Act.
  - d) install Shunt Capacitors of \_\_\_\_\_KVAR capacity and the details of the capacitors be indicated in the Test Report.
  - e) indicate details of Step down transformer(s) including furnace or distribution transformer(s) to be installed by HT /EHT consumers in Test Report.  
Also attach clearance of Chief Electrical Inspector, Punjab allowing energisation of transformers.
  - f) Obtain and submit NOC from Pb. Pollution Control Board in case of Industrial connection.

- g) Install earth leakage protective device of suitable capacity and indicate the same in the test report.

**NOTE:-** This provision is applicable for applicants availing connections on LT with power requirement exceeding 5 KW or where electric power is required for X-ray installation or luminous tube sign installation and for those getting supply at medium or high voltage.

- h) attach copy of Challan for having deposited Rs. \_\_\_\_\_ in the treasury on account of inspection fee of Chief Electrical Inspector.

3. Please be informed that the compliance of demand notice will determine the seniority for release of connection. You shall be liable to pay additional amount if any, in case rates of Initial Security & charges payable under Regulation 9 of the Supply Code are revised before release of connection.

4. Please return this letter duly signed alongwith compliance of above stipulations.

Note: Strike out which are not applicable.

Yours faithfully,

XEN/AEE/AE(DS)

Sub-Division

**List of documents to be submitted:-**

1. Test Reports
2. Details and particulars of shunt capacitors
3. Detail and name plate data of step down transformer(s).
4. Particulars and name plate data of the electricity consuming appliances for industrial and AP consumers.
5. Clearance Certificate (consent to operate) from PPCB if applicable or affidavit.
6. Copy of challan of CEI and permission accorded by him.
7. Other documents (if any).

**APPLICANT'S REPLY**

A Sum of Rs. \_\_\_\_\_ is being remitted herewith in Cash/Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank \_\_\_\_\_.

- a) Charges as per Regulation 9 of the Supply Code

Rs. \_\_\_\_\_  
(per KW / KVA charges / actual cost including proportionate cost of backup / common line / feeding sub station, as applicable).

- b) Balance Initial Security

Rs. \_\_\_\_\_

- c) Other Charges i.e.

Rs. \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_ Place \_\_\_\_\_

**Extract of Supply Code**

(See Condition no. 31)

**39. Disconnection of supply**

39.1 Where a consumer fails to deposit the billed amount with the Licensee by the due date mentioned in the bill, the Licensee may, after giving not less than fifteen clear days' notice in writing to such consumer and without prejudice to his other rights to recover such amount, disconnect supply to the consumer and for that purpose disconnect any electric supply line or other works being the property of such a Licensee.

Provided that the supply of electricity shall not be disconnected

- (i) if a consumer makes payment under protest as per Regulation 35.1 of these Regulations ;.
- (ii) If any sum is not recoverable as per Regulation 35.2 of these Regulations.

Provided further that save in the case of theft of electricity, the supply of electricity to a consumer will not be disconnected on a day when the next day is a holiday in the offices of the Licensee.

39.2 The Licensee will not resume supply of electricity to the consumer until such outstanding amount together with charges if any for disconnecting and reconnecting the supply, specified in the Schedule of General Charges approved by the Commission are paid by the consumer.

39.3 In case of continued default in payment of any amount due to the Licensee by any consumer for a period of more than six months, the Licensee may terminate the agreement executed with the consumer in accordance with the 'Conditions of Supply' of the Licensee as approved by the Commission and remove the electric line or works connected with the supply of electricity to the consumer.

**Extract of Supply Code**

(See Condition no. 32)

**40. Restoration of supply of electricity**

40.1 Where a Licensee has disconnected supply of electricity to any premises in consequence of a default on the part of the consumer, the Licensee shall resume supply of electricity within twenty four hours from the time the consumer :

- (a) makes good the default,
- (b) pays the prescribed amount as per Schedule of General Charges, if any for disconnecting and reconnecting the supply of electricity,
- (c) pays the monthly minimum charges/ fixed charges for the period of disconnection and the additional charges for the delayed payment.

Provided, however, that if the electric line or plant supplying electricity to the consumer is/are removed by reason of disconnection, the Licensee will restore supply after undertaking the work for providing the electric line or plant within the time specified in the case of a new connection and the consumer will deposit charges as if a new connection is being released.

40.2 Supply to the consumer will be immediately reconnected, if the Licensee reasonably believes that the circumstances leading to the disconnection were actually an omission on the part of the Licensee. In such an event, no charges on any account will be recoverable from the consumer.

**Annexure-'14'**

**1) Assessing Officers designated under section 126 of the Act by the Govt. of Punjab vide Notification No. 1/60/03-EB (PR)/1186 dated 27.12.04**

(See Condition no. 34)

<b>Category of Consumers</b>	<b>Assessing Officers</b>
All HT Consumers above 1 MW load	: CEs/Distribution of respective Zone
All HT consumers upto 1 MW load	: SE/Dy. CEs/Distribution of the respective circle.
All LT Industrial Consumers	: Sr. Executive Engineers/Addl. SEs /Distribution of the respective division.
All other LT consumers	: Assistant Engineer/ Assistant Executive Engineers/ Executive Engineers of respective Distribution sub-division.

**2) Officers of the Govt. of Punjab designated as Appellate Authority under section 127 of the Act vide Notification No.1/13/04-EB(PR)/161 dated 9.3.2006**

<b>Category of Consumers</b>	<b>Appellate Authority</b>
For appeals by all HT consumers	: Divisional Commissioners in whose jurisdiction the concerned premises is located.
For appeals by all LT industrial consumers	: Addl. Deputy Commissioners (General) in whose jurisdiction the concerned premises is located.
For appeals by all other LT consumers	: Sub Divisional Magistrates in whose jurisdiction the concerned premises is located.

**Extract of Supply Code**  
(See Condition no. 34)

**36. Unauthorized use of electricity**

36.1 Procedure in a case of unauthorized use of electricity

- (a) An Assessing Officer, designated as such by the State Government will suo-motu or on receipt of information/complaint regarding unauthorized use of electricity in a premises/area, promptly inspect such premises/ area.
- (b) The Assessing Officer and other members of his team will at the time of inspection carry along with them identity cards, which will on demand be shown to the person present at site before entering the premises.
- (c) If on inspection of the premises/area and/or scrutiny of the records, the Assessing Officer comes to the conclusion that the person is indulging in unauthorized use of electricity, he will prepare an inspection report inter alia indicating connected load, condition of seals and meter and also giving details of evidence substantiating the unauthorized use. The Assessing Officer will wherever possible photograph/videograph the means of such unauthorized use.
- (d) The inspection report will be signed by the Assessing Officer and a copy handed over to the person/consumer or his/her representative present at site. In case of refusal to accept the report, a copy of the inspection report will be pasted at a conspicuous place in/outside the premises and another sent under registered post. The Inspection Report may also be signed by the person present at site.
- (e) In case theft of electricity is detected by the Assessing Officer at the time of inspection under Regulation 36.1 (a), then in case the Assessing Officer is himself not an Authorized Officer under Section 135 of the Act, an immediate reference reporting the facts will be made to the Authorized Officer for taking further action under Regulation 37. The Assessing Officer will also take suitable measures to ensure that status of the means adopted for theft is maintained as 'in found condition' at the premises till investigation is initiated by the Authorized Officer.
- (f) The Assessing Officer will provisionally assess the amount payable by the consumer/person benefited by the unauthorized use of electricity as per procedure specified in Annexure-8.
- (g) The provisional assessment order will be issued within forty eight hours of inspection and served upon the consumer/person in such a manner as may be prescribed by the State Government.
- (h) The consumer/person served with the order of provisional assessment may accept such assessment and deposit the assessed amount with the Licensee within seven days of the order being served on him.

## 36.2 Final Assessment

- (a) Any consumer/person not satisfied with the provisional assessment shall be entitled to file objections, if any, against the provisional assessment order before the Assessing Officer within seven days of the order having been served upon him.
- (b) Within seven days of submission of the objections, the Assessing Officer will scrutinize the case and if no unauthorized use of electricity is established, the case will be dropped immediately and the person/consumer informed accordingly.
- (c) If the Assessing Officer is still of the view that unauthorized use of electricity has taken place, he shall after providing an opportunity of personal hearing to the consumer/person pass a final order of assessment specifying the amount payable within thirty days of the date of service of order of provisional assessment. In such a case the Assessing Officer will assess the electricity consumption and electricity charges as per the procedure given in Annexure-8.
- (d) The consumer/person will be required to deposit the assessed amount with the Licensee within seven days of receipt of the final order of assessment. The Licensee may extend the last date of payment of the assessed amount or allow the payment in installments subject to payment of interest on the unpaid amount for the extended period beyond seven days at the SBI's Short Term PLR prevalent on first of April of the relevant year.
- (e) The consumer/person served with the final order of assessment may accept it and deposit the assessed amount with the Licensee.

## 36.3 Appeal to appellate authority

- (a) The consumer/person aggrieved by the final assessment order made under Regulation 36.2 may, within thirty days of the said order, prefer an appeal in such form, verified in such manner and accompanied by such fee as specified by the Commission in its Regulations for 'Procedure of filing Appeal before the Appellate Authority'.  
No appeal shall be entertained by the Appellate Authority prescribed by the State Government unless the consumer/person deposits with the Licensee an amount equal to half of the assessed amount inclusive of the amount already deposited as per Regulation 36.2 (d) and encloses documentary evidence of such deposit along with the appeal. No appeal will lie against the final order of the assessment if it has been passed with the consent of the parties.
- (b) The Appellate Authority will within ninety days of an appeal being admitted, pass a final order (Appellate Order) and forward copies thereof to the Licensee, the Assessing Officer and the appellant. The order of the Appellate Authority shall be final.

- (c) In case the Appellate Authority holds that no case of unauthorized use of electricity is established, no further proceedings will be initiated by the Licensee and the amount deposited by the appellant refunded alongwith interest for the period from the date of deposit till the amount recovered is adjusted, at the SBI's Short Term PLR prevalent on first of April of the relevant year, through adjustment in the electricity bills of the immediately succeeding months.
- (d) Where a case of unauthorized use of electricity is established, the consumer/person will within thirty days effect payment of the balance amount as per the Appellate Order.
- (e) In case the amount payable as determined by the Appellate Authority is less than the amount already deposited by the consumer/person, the excess amount will be refunded by adjustment in the bills of the immediately succeeding months together with interest at SBI's Short Term PLR prevalent on first of April of the relevant year for the period from the date of such excess deposit till the date of actual adjustment.

#### 36.4 Default in payment of amount assessed

In case of default in payment of the assessed amount or any installments thereof by a consumer, the Licensee will, without any notice disconnect the supply of electricity. The defaulter, on the expiry of thirty days from the final order of assessment or the decision of the appeal as the case may be, will also be liable to pay interest on the outstanding amount at the rate of sixteen percent per annum compounded every six months till the assessed amount is finally paid.

**FORM OF APPEAL**  
(See Condition no. 34)

**APPEAL BEFORE THE APPELLATE AUTHORITY UNDER SECTION 127 OF THE ELECTRICITY ACT-2003**

Appeal against final order (A.F.O.) No. \_\_\_\_\_ of 200 \_\_\_\_\_.  
Between

(Name and address of the consumer) Appellant

AND

Name and address of the Assessing Officer

2. (Name and address of the Assessing Officer) Respondents

Appeal Under Section 127 of the Electricity Act, 2003.

1. Detail of Applicant
  - a) Full Name of the Applicant :
  - b) Full Address of the Applicant :
  - c) Name, Designation & Address of the Contact Person
  - d) Contact Telephone numbers
  - e) Fax Number(s)
  - f) Email ID
2. Details of the Distribution Licensee :
  - a) Name and address of the Distribution Licensee
  - b) Name of the concerned Divisional Engineer
  - c) Address of the office of the Divisional Engineer
3. Details of the Assessing Officer:
  - a) Name
  - b) Address
4. Address of the premises inspected under section 126 of the Electricity Act-2003.
5. Connected load.
6. Particulars of the meter installed.

7. Date of Inspection
8. Date of the provisional assessment.
9. Amount provisionally assessed
10. Date of filing of the objections by the Appellant against provisional assessment
11. Date of hearing of the objections by the Assessing Officer.
12. Nature of the unauthorized use alleged.
13. Gist of the final order of assessment under section 126 of the Elec. Act-2003.
  
14. Whether any amount assessed paid/ deposited relating to the period in issue and if so the details thereof.
15. Whether the appellant has paid one half (1/2) of the amount assessed if so, the details thereof.
16. Whether there was any consent of the Appellant to the final order of assessment.
17. GROUNDS OF APPEAL:  
(state the grounds of the case on which the appeal is filed and the reasons(s) why the final order is unsustainable)

Prayer:

It is therefore, prayed that \_\_\_\_\_

---

Appellant

VERIFICATION

I \_\_\_\_\_ (Name of the appellant (if individual) or the authorized representative of the appellant) declare that the facts stated in the above memorandum of appeal are true to my knowledge or based on information from \_\_\_\_\_ and believed by me to be true, no part of the same is false and nothing material has been concealed there from.

Verified at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 200

Place:

(Signature)

Note: Attach extra sheets wherever necessary, if space is less.

(See Condition no.35)

- 1) **Authorized Officers to enter the consumer premises for checking/ inspection, designated under section 135 of the Act by the Govt. of Punjab vide Notification No. 1/13/04-EB (PR)/23 dated 10.1.2005:**

<b>Sr. No.</b>	<b>Category of Connection</b>	<b>Authorized Officer</b>
<b>A</b>	<b>Operation Officers</b>	
i)	All DS/NRS/AP, SP and Medium/Large /Bulk Supply upto 500 kW load	Any Officer of Distribution wing not below the rank of AE (within his jurisdiction).
ii)	Large and Bulk Supply beyond 500 kW and Railway traction supply	Any Officer of Distribution wing not below the rank of Sr. Xen (within his jurisdiction).
<b>B)</b>	<b>Enforcement Officers</b>	
i)	All categories of consumers with loads upto 500 kW	Any Officer of the Enforcement Wing not below the rank of AEE (within his jurisdiction).
ii)	All categories of consumers with loads above 500 kW	Any Officer of the Enforcement Wing not below the rank of Sr. Xen (within his jurisdiction).
<b>C)</b>	<b>MMTS Officers</b>	
	Medium/Large Supply and Bulk Supply	Any Officer of the MMTS Wing not below the rank of Sr. Xen (within his jurisdiction).

- 2) **Authorized Officers for accepting Compounding fee under section 152 of the Act designated by the Govt. of Punjab vide Notification No. 1/27/05-EB (PR)/204 dated 22.3.2006**

<b>Sr. No.</b>	<b>Category of Connection</b>	<b>Authorized Officer</b>
1)	All LT and HT_Domestic, Bulk Supply, Industrial SP, Agriculture and NRS Connections	: SE/Distribution of the respective zone
2)	All LS & MS industrial Connections	: CE/Distribution of the respective zone

3) **The Compounding Charges Notified by the Govt. of Punjab under section 152 of the Act vide Notification No. 1/27/05-EB (PR)/204 dated 22.3.2006**

Sr. No.	Category of Consumer	Rate at which the sum of money for compounding to be collected
1.	<b>Industrial</b>	<b>Rs. 10000/- per kW of sanctioned load</b>
	a) Small Power	
	b) Medium Supply	-do-
	c) Large Supply - General Industry/Power Intensive	Rs. 10,000/- per kW of sanctioned load or Rs. 10,000/- per KVA of Contract Demand which ever is higher.
2.	<b>Commercial</b>	<b>Rs. 5000/- per kW of sanctioned laod.</b>
3.	<b>Agriculture Supply</b>	<b>Rs. 2000/- per BHP of sanctioned load</b>
4.	<b>Other category of consumers Domestic / Bulk Supply / Street Light</b>	<b>Rs. 3000/- per kW of sanctioned load.</b>

4) **Authorised Officers to issue orders for disconnection of supply where Theft of Electricity is prima-facie established as per notification No. PSERC/Secy./Regu.-35 dated 27.11.2007 of the Commission:**

Sr. No.	Category of Connection	Authorized Officer
<b>A</b>	<b>Operation Officers</b>	
i)	All DS/NRS/AP, SP and MS, LS/Bulk Supply upto 500 kW load	Any Officer of Distribution wing not below the rank of AE (within his jurisdiction).
ii)	LS / Bulk Supply beyond 500 kW and Railway traction supply	Any Officer of Distribution wing not below the rank of Sr. Xen (within his jurisdiction).
<b>B)</b>	<b>Enforcement Officers</b>	
i)	All categories of consumers with loads upto 500 kW	Any Officer of the Enforcement Wing not below the rank of AEE ( within his jurisdiction).
ii)	All categories of consumers with loads above 500 kW	Any Officer of the Enforcement Wing not below the rank of Sr. Xen (within his jurisdiction).
<b>C)</b>	<b>MMTS Officers</b>	
	MS/LS and Bulk Supply	Any Officer of the MMTS Wing not below the rank of Sr. Xen (within his jurisdiction).

**Note:** In case of essential service where public at large is effected due to disconnection the officer so authorized above will obtain prior approval of officer next above him before ordering XEN/AEE/AE/(DS) to disconnect supply to the premises.

**5) Designated Authority:** The Officers Designated by the Commission to review assessment made in respect of theft of electricity cases as per Regulation 37.2 (c) of Supply Code. vide Notification No. PSERC/ Secy.-36 dated 30.11.2007.

<b>Sr. No.</b>	<b>Category of Connection</b>	<b>Designated Authority</b>
1	All SP/MS/AP consumers and DS/NRS / Street Lighting & Bulk Supply with load upto 100 kW	SE/Distribution in his jurisdiction.
2.	DS/NRS/Street Lighting/ Bulk Supply & Large Supply Consumer with load exceeding 100 kW but upto 500 kW	CE/Distribution in his jurisdiction
3.	DS/NRS/Street Lighting/ Bulk Supply & Large Supply consumers with load above 500 kW and Railway Traction	CE/DS concerned and CE/ Enforcement or his representative not below the rank of SE.

**Extract of Supply Code**

(See Condition no. 35)

**37. Theft of Electricity**

**37.1 Procedure in a case for theft of electricity**

- (a) An Authorized Officer will promptly inspect such a premises where he has reason to believe or has been intimated by an Assessing Officer under Regulation 36.1 (e) that theft of electricity has occurred or is occurring.
- (b) The Authorized Officer and other members of his team will, at the time of inspection carry identity cards, which will on demand be shown to the consumer/ person present at site before entering the premises.
- (c) The Authorized Officer will prepare an inspection report inter alia indicating connected load (wherever required), status of meter/metering equipment, condition of meter and seals and any other irregularity noticed (such as means adopted for theft of electricity ) in such premises.
- (d) The Authorized Officer will record evidence substantiating theft of electricity in the premises and will, wherever possible, photograph/videograph the means of theft of electricity.
- (e) The occupant of the place of search or any person on his behalf shall remain present during the search and a list of all items seized in the course of such search shall be prepared and delivered to such occupant or person.

Provided that no inspection, search and seizure of any domestic places or premises shall be carried out between sunset and sunrise except in the presence of an adult male member occupying such premises.

- (f) The Authorized Officer will sign the inspection report and hand over a copy to the occupant/person present at the premises during the search. In case of refusal to receive the inspection report, a copy of the same will be pasted at a conspicuous place in/outside the premises and another copy sent to the consumer/ person under registered post. The inspection report will, in the case of suspected theft of electricity, indicate the time in which the occupant/person may respond to the said report before the Authorized Officer gives his findings in accordance with Regulation 37.2 (a) (iii).
- (g) The Authorized Officer will obtain signatures of the occupant/person present during the search on the seizure memo and inspection report referred to in (e) and (f) above.

## 37.2 Consequences of theft of electricity

- (a)(i) In case theft of electricity by a consumer/person is prima facie established, then the supply to such premises will be immediately disconnected by an officer of the Licensee as authorized for the purpose by the Commission or any other officer of the Licensee of the rank higher than the rank of an officer so authorized by the Commission. In such a case, an officer so authorized by the Commission shall lodge a complaint in writing, in this respect with the police station having jurisdiction of the area within twenty four hours from the time of such disconnection. The Authorized Officer will also immediately initiate action under Regulation 37.2 (b).
- (ii) In case where a consumer is suspected to have indulged/indulging in theft of electricity by tampering with the meter/metering equipment and/or its seals or otherwise then such equipment shall be sealed by the Authorized Officer so as to keep it as 'in found condition'. The consumer or his representative will also be permitted to affix his seal at that time.
- (iii) In all cases falling under Regulation 37.2 (a) (ii) the Authorized Officer will, after giving the consumer/person an opportunity of being heard, determine within seven days whether or not there is sufficient evidence to conclude that a case of theft of electricity is prima facie established.
- (iv) In case of suspected theft of electricity by tampering with meter/metering equipment or its seals or otherwise, detected as per Regulation 37.2 (a) (ii) is not established, the Authorized Officer will record reasons therefor after which all further proceedings will be dropped and the consumer/person informed accordingly.
- (v) In the event a suspected case of theft of electricity by tampering with meter/metering equipment or its seals or otherwise is prima facie established, then further action will be immediately initiated in accordance with Regulation 37.2 (a) (i).
- (b) Where theft of electricity in a premises is prima facie established under Regulation 37.2 (a) (i) or Regulation 37.2 (a) (v), the Authorized Officer will assess the amount payable by the consumer/person who has benefited by such theft as per procedure specified at Annexure-8. The assessment order will state the basis on which theft of electricity has been established. The Authorized Officer may, after recording reasons in writing, suitably reduce the presumptive period of theft of electricity as specified in Annexure-8 in case he is satisfied that such theft had actually occurred for a lesser period. Such an order of assessment will be delivered to the concerned consumer/person within 24 hours of theft of electricity having been established.
- (c) (i) A consumer/person not satisfied with the assessment order may prefer within 15 days of the assessment a representation before an authority designated for this purpose by the Commission in respect of each Licensee. The designated authority will after giving the consumer/person an opportunity of being heard pass a final order within seven days of the representation having been received.

- (ii) The Authorized Officer or the designated authority under Regulation 37.2 (b) or 37.2 (c) (i) as the case may be, will furnish a copy of the final order to the consumer and the Licensee. The Licensee will submit a copy of the final order in the Special Court immediately after submission of the challan by the Police.
- (iii) A consumer/person will deposit with the Licensee the assessed amount under Regulation 37.2 (b) within fifteen days of the assessment or the finally determined amount under Regulation 37.2 (c) (i) within three days of the order having been passed. Even after depositing the assessed amount, a consumer/person will have the right to prefer a representation before the designated authority in accordance with Regulation 37.2 (c) (i).
- (iv) The Licensee may extend the last date of payment of the assessed amount/amount determined under Regulation 37.2 (c) (i) or allow the consumer to make payment in instalments subject to payment of interest for the unpaid amount for the extended period beyond fifteen days at SBI's Short Term PLR prevalent on first of April of the relevant year.
- (v) After the assessed/determined amount is deposited by the consumer, in full, the Licensee will resume supply of electricity to the premises within forty eight hours of such deposit.
- (vi) After the assessed amount/determined amount is deposited by a person who is not an existing consumer, the supply to his premises will be released treating it as a case of release of a new connection.
- (vii) In case the amount determined under Regulation 37.2 (c) (i) varies from the assessment effected, then any excess amount or shortfall in the earlier deposited amount will be adjusted/recovered in the electricity bills of the immediately succeeding months.

37.3 In case the civil liability finally determined by the Special Court is less than the amount deposited by the consumer/person under Regulation 37.2, the excess amount so deposited will be refunded within fifteen days from the date of communication of the order of the Special Court to the Licensee together with interest at SBI's Short Term PLR prevalent on first of April of the relevant year for the period from the date of such excess deposit till the date of payment.

#### 37.4 Compounding

- (a) The State Government or any Officer authorized by it may accept from any consumer/person who has committed or is reasonably suspected of theft of electricity, a sum of money as compounding fee at rates notified by the State Government. In the event of such rates not having been notified, rates as in Section 152 of the Act will apply.
- (b) On receipt of such amount, all criminal proceedings against the consumer/person under this Act shall be dropped. The payment of compounding fee will be in addition to any civil liability accruing under Regulation 37.2.
- (c) The compounding of an offence of theft of electricity shall be allowed only once to any consumer/person.

**Extract of Supply Code**  
(See Condition no. 37)

**41. Entry of the Licensee to consumer premises**

- 41.1 The Licensee or any person authorized by him may, at any reasonable time and on informing the occupier of his intention, after establishing his identity, enter any premises to which electricity is being supplied or is to be supplied by the Licensee for any of the following purposes ;
- (a) Inspecting, testing, repairing or altering the electric supply lines, meters, fittings, works or other apparatus for the supply of electricity belonging to the Licensee ;
  - (b) ascertaining the quantity of electricity supplied or the electrical quantity contained in the supply.;
  - (c) removing, where supply of electricity is no longer required or where the Licensee is authorized to take away and disconnect such supply, any electric supply lines, meters, fittings, works or apparatus belonging to the Licensee.
- 41.2 The Licensee or any person authorized by him may also, in pursuance of a special order in this behalf made by an Executive Magistrate and after giving not less than twenty-four hours notice in writing to the occupier:
- (a) enter any premises or land referred to in Regulation 41.1 for any of the purposes mentioned therein ;
  - (b) enter any premises to which electricity is to be supplied for the purpose of examining and testing the electric wires fittings, works and other apparatus for the use of electricity belonging to the consumer.
- 41.3 If a consumer/occupant refuses to allow the Licensee or any person authorized by the Licensee to enter the premises in pursuance to Regulations 41.1 and 41.2 or refuses to allow him to perform any act which he is authorized to perform under these Regulations, the Licensee may, after expiry of twenty-four hours from the service of a notice in writing on the consumer/occupant disconnect supply of electricity to the premises for the time such refusal or failure continues.

## Annexure -20

### **Rates of Peak Load Exemption Charges and penalty for violation of Peak Load Hours Restrictions**

(See Condition No. 49.4 & 49.5)

1. Peak Load Exemption Charges presently applicable are:
  - (a) In case of M.S consumers charges will be leviable @ Rs.100/- per KW or part thereof per month of sanctioned load in addition to the normal electricity bill.
  - (b) In case of LS Consumers, charges will be leviable @ 120/- per KW of permitted load less restricted load per month if the permitted load during peak hours is up to 100 KW. If the permitted load exceeds 100 KW charges will be calculated on the load permitted less restricted load for peak hours @ Rs.1.80 per KW per hour up to 65% of Contract Demand and Rs. 2.70 per KW per hour for exemption allowed beyond 65% of Contract Demand. PLEC charges will be calculated for a minimum of 3 hours per day. These charges will be over and above the normal electricity bill.
2. Penalty for violation of peak load hour restrictions or use of excess load than the permissible limit will be levied at the rates specified in the Tariff Order. Present rates of penalty are:
  - (a) Rs. 50/- per KW of the maximum load used in excess of the Peak Load Exemption Limit per day of first default in a block of 2 months and Rs. 100/- per KW in the 2<sup>nd</sup> block of 2 months immediately after the first default block.
  - (b) If the default occurs either during the first 'half hour' or the last 'half hour' of Peak Load Hours Restrictions period on any day, the penalty will be levied at half the rate. If, however, the default occurs both during first 'half hour' as well as last 'half hour' of Peak Load Hours Restrictions period, the penalty shall be levied at full rate.
  - (c) If there is no default in any time block of two months, the next time block in which a default occurs will be treated as the 'First Time Block' and penalty levied accordingly.

**Note :** While working out violation of Peak Load Hours Restriction any difference in the meter clock and Indian Standard Time (IST) will be taken into account and adjusted before levy of penalty.