

MANUAL-IV

NORMS SET FOR THE DISCHARGE OF THE FUNCTION

Permanent/Temporary Electricity Connection (New/Additional Load/Transfer of Connection)

A) Prescribed application form will
be available

Information & Facilitation Centre
at Palika Kendra and at the office of
Executive Engineer(Distribution) on
all working days between 10.00 a.m
and 1.00 p.m.

For North of Rajpath Room No.1813,
Palika Kendra.

For South of Rajpath Kidwai
Nagar(W)

Application for electric
Connection will be received

These forms can be downloaded from
NDMC's website :- www.ndmc.gov.in
In the office of the Executive Engineer
(Distribution) Palika Kendra for North
Of Rajpath and at Kidwai Nagar(West)
For South of Rajpath.

1. Acknowledgement of receipt of application form with required documents will be issued	With in 3 Days
2. Scrutiny of Application form	Within 15 days of application
3. Information about deficiencies in application form	Within 20 days of application
4. Sanction of load by NDMC/ Competent authority	Within 30 days of submission of form complete in all respects fulfilling all the formalities 15 days after sanction of load
5. Estimate for providing service cable and meter board and its sanction	
6. Execution of work of providing meter board and service cable in the premises of the consumers	Within 45 days of the deposit of amount
7. Release of connection	Within 15 days of submission of agreement form, deposit of security amount and completion of all formalities by Director (com.)

B. Electric Connection: Technical Feasibility

B. Electric connection: Technical Feasibility for Major Loads.

1.	Acknowledgement of application	Within 7 days.
2.	Scrutiny of application	15 days.
3.	Information to applicant about application deficiencies	15 days from date of
4.	Issue of NOC if sub-station is completion of not required	21 days after formalities.
5.	Approval of space for sub-station submission of on submission of deposit of approval technical details. fees.	Within 30 days of drawings and
6.	Estimate for establishing Electric for deposit Substation months if there is contribution.	Within one month work within 3 Municipal
7.	Deposit of estimated amount by issue of Applicant estimate.	Within 30 days after sanctioned
8.	Execution of work months after deposit build up space working condition	Within 6 to 9 and availability of for substation in
9.	Sanction of load receiving from EE(Const.)	Within 30 days after Completion report

C. Temporary Electricity Connection for Marriages/Public Functions in Shamiana:

1.	Application form will be available. Electric Engineer 10.00 a.m. to	At the office of Asstt. (Meter) on all days from 1.00 p.m. at Palika Kendra.
2.	Sanction will be issued	Within 2 days.
3.	Connection will be released deposit of security.	Within one day of

D.Complaints

- | | | |
|----|--|--|
| 1. | Attend to 'No Current' complaints by respective complaints centres | Immediately |
| 2. | Complaints of leakage of Electricity | Immediately |
| 3. | Complaints of defective wiring/ Switches/fans & fitting in NDMC Buildings. | Within 2 to 7 days |
| 4. | Replacement of defective meters receipt of request/ | 15 days from date of
Testing charges. |

E. Complaints pertaining to NDMC buildings.

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|----|--|-------------|
| 1. | No Power, Sparking, Leakage of Current, Bell fault, Socket/Switch fault, Fan not working, Regulator fault, MCB not working, Main switch fault, wireman required, lift fault. | Immediately |
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Public Grievances Redressal:

All matters regarding sanction and transfer of Electric connections except billing.

1. EE(Distribution- North) for area of North of Rajpath, Room No.1814, Palika Kendra, Sansad Marg, between 3.00 p.m. and 4.30 p.m. – All working days.
2. EE(Distribution-South) for area of South of Rajpath, NDMC Elect. Sub-station Kidwai Nagar, between 3.00 p.m. and 4.30 p.m.– All working days.
3. SE(Elect.-II) for North & South of Rajpath, Room No. 1705 , Palika Kendra, between 3.00 p.m. & 4.30 Monday, Wednesday & Friday.
4. SE(Elect-III) for Road Lighting complaints- Room No. 1713 Palika Kendra.
5. Chief Eng. (Eelct.-II) ,Room No.1706 Palika Kendra, Between 3.00 p.m. and 4.30 Tuesday and Thursday.

Break Down & No Current Complaints of Electricity (pending for long duration)

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|----|--|----------------------------|
| 1. | EE(E) D/N for area of North of Rajpath - | 41501354-60/3814, 23340634 |
| 2. | EE(E)D/S for area of South of Rajpath- | 24105953 |
| 3. | SE(E-II) - | 23361649 |
| 4. | Chief Engineer(E-II) - | 23745715 |

Sub: Revalidation of Road cut permissions for laying of 66 KV & 33 KV cables in NDMC area.

Following 66 & 33 KV cable laying works are being executed by M/s power grid:-

Sl. No.	Name of Work
1.	66 KV Park Street to School Lane.
2.	66 KV Vidyut Bhawan to School Lane.
3.	66 KV Bapu Dham to State Guest House.
4.	66 KV Park Stree to State Guest House.
5.	33 KV B.D. Marg to Baired Lane.
6.	33 KV B.D. Marg to Raja Bazar.
7.	33 KV B.D. Marg to Mandi House.

Road cut permission for each of the seven works was accorded by the Civil Engineering department, valid till 12-10-2010, as per copies of R/c permissions enclosed herewith.

As the works are still under execution and would take some more time, M/s power grid has requested for extension of road cut permission as under:-

Sl. No.	Name of Work	Validity now required
1.	66 KV Park Street to School Lane.	12.01.10
2.	66 KV Vidyut Bhawan to School Lane.	12.01.10
3.	66 KV Bapu Dham to State Guest House.	12.01.10
4.	66 KV Park Stree to State Guest House.	12.01.10
5.	33 KV B.D. Marg to Baired Lane.	12.12.09
6.	33 KV B.D. Marg to Raja Bazar.	12.12.09
7.	33 KV B.D. Marg to Mandi House.	12.01.10

Since all these works are time bound projects related to **Common Wealth Games 2010**, CE (C-I) may kindly be requested to extend the validity of road cut permission as detailed above please.

Cable route drawings submitted by M/s power grid had already been sent to Civil Engineering department earlier please.

SE (E-I)

CE (E-II)

M/s Power grid vide letter dated 06.10.09 has informed the schedule of inspection of 12 bays of 145 KV, GIS at the works of manufacturer M/s LS Industrial System works, city of Changju, Korea from 02.11.09 to 06.11.09.

Since the equipment is one of the critical item of project works being executed by M/s power grid, the inspection, preferably, be witnessed by Chief Engineer level officer from NDMC.

In view of above Chairperson may kindly be requested to approve nomination of Sh. O.P. Gupta, Chief Engineer (E-II), for inspection of GIS switchgear at the work of manufacturer i.e., **LS Industrial System works, city of chung-ju, Korea** & sanction an advance of Rs. 80,000/- towards the cost of airfare, boarding & lodging please.

SE (E-I)

CE (E-II)

Sub.: Compliance of Rules 61 A of Indian Electricity Rules, 1956 as directive issuing by DERC.

As per clause 61 A of the Indian Electricity Rules, 1956 (read with subsequent amendments), Earth Leakages Protective Device (ELCB) for low voltage installations of 5 KW and above is mandatory so as to disconnect the supply of installation on occurrence of earth fault or leakage of current.

It may be noted that the installation of the device is not only mandatory but is also for the safety of the consumers as well as of the installations. A number of accidents take place due to faulty electrical appliances and such accidents can be avoided if the above provisions of the Indian Electrical Rules are adhered to by the consumers. However it has been noticed that the distribution utilities in Delhi are not implementing this provision of the statute.

To enforce above provision of the Indian Electricity Rules, all Distribution Licenses may modify Test Report Performa, as well as Agreement form, to include the specific confirmation that Earth Leakage Protective Device (ELCB) has been provided by the consumer and it would be cross checked by a representative of the Distribution License, not below the rank of the Jr. Engineer, while certifying the healthiness of the installations before energisation of the mater. The Test Report Performa, Agreement form, receipt of this letter.

So modified, shall be submitted in the commission for information within one month of receipt of this letter. Its installation should also be verified by Meter Reader for existing consumers, after the time given for installation of the ELCB is over.

