



# RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED

[Corporate Identity Number (CIN):U40109R]2000SGC016485]

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur-302005.

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No.:RVPN/DS(GAD)/F. /16-17/D. 334

Date:- 8/3/16

## ORDER

As per approval of the Board of Directors, RVPN in its 238<sup>th</sup> meeting held on 09.11.2015 and Authorisation by the B.O.D., the Chairman and Managing Director RVPN, has been pleased to revise the norms for providing functional/ Inspection vehicles in various offices of the Nigam as under:

### STANDARD NORMS FOR THE VEHICLES TO BE USED IN RVPN (HIRED/ DEPARTMENTAL)

S. No.	Office / Substation Type	Inspection Vehicle		Total Inspection Vehicles (Departmental)	Functional vehicles											Total Functional Vehicle (Departmental)
		Car/Jeep/ Bolero Etc.			Crane	Trf. Handling crane	Dymetri	Filter M.C	Oil Testing Van	LCV	Mini Bus		Tractor	Truck	Tailor	
		D	H	D	D	D	D	D	D	D	D	H	D	D	D	
i	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
<b>1</b>	<b>Administration</b>															
	CMD	1		1												0
	Director (Tech.)	1		1												0
	Director (Operation)	1		1												0
	Director (Finance)	1		1												0
	Secretary (Admn.)	1		1												0
	DS (GAD) (Pool)	4	8	4												0
	Delhi Guest House	2		2												0
	SE (QC/ Insp. & Monitoring)		4	0												0
	OSD (Telecom)		1	0												0
	Co. Secretary		1	0												0
	<b>PP&amp;D</b>															
	CE/ACE (PP&D)		1	0												0
	<b>NPP&amp;R</b>															
	CE/ACE (NPP&R)		1	0												0
	<b>IT</b>															
	CE/ACE (IT)		1	0												0
	<b>Finance</b>															
	CCOA		1	0												0

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
2	<b>T&amp;C Wing</b>															
	ZCE (T&C) [3 Nos.]		2	0	5			2								21
	Regional CAO		1													0
	SE (T&C)		2	0												0
	XEN (T&C)		1	0												0
	AEN (T&C) [48 Nos.]		1	0						1*				1*		48
	765 kV Substation [2Nos.]		2	0				1			1					4
	400 kV Substation		1	0								1				0
	220 kV Substation		1	0												0
	AEN (Cluster)		1	0												0
	XEN- RPM		1	0												0
	AEN (OTL) [3 Nos.]			0					1							3
	AEN (TR-WS) [3 Nos.]			0		1	1	1					1		1	15
3	<b>Procurement Wing</b>															
	CE/ACE (Procurements)		1	0												0
4	<b>Contract Wing</b>															
	CE/ACE (Contracts)		1	0												0
	XEN- M&F [1 Nos.]		1	0										1		1
	ACOS [3 Nos.]			0	1					1				1		9
5	<b>Civil Wing</b>															
	CE (Civil)		1	0												0
	ACE (Civil) [2 Nos.]		1	0						1						2
	SE (Civil)		1	0												0
	XEN (Civil)		1	0												0
	SE (Civil-QC)		1	0												0
	XEN (Civil-QC)		1	0												0
6	<b>LD Wing</b>															
	CE/ACE (LD)		1	0												0
	SE(SOLD) Office/ XEN (Power Control)		2													
	SE(SOLD)- LD Control Room		1													
	SE(SSDA-SLDC)		1													
7	<b>MPT&amp;S Wing</b>															
	CE/ACE (MPT&S) [3 Nos.]		1	0							1					3
	SE (MPT&S)		1	0												0
	XEn (MPT&S)		1	0												0
	AEn (MPT&S)		1	0												0

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
8	Communication Wing																
	ACE (Communication)		1	0													0
	SE (Communication)		1	0													0
	XEN (Communication) [6Nos.]		1	0						1							6
	AEN (Communication)		1	0													0
	<b>TOTAL</b>	<b>11</b>		<b>11</b>													<b>112</b>

Note: - Nos. mentioned with some name of offices is just for calculating the total No. of functional vehicles.

\* Any one Vehicle i.e. LCV or Truck is considered in one sub-division.

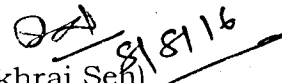
The above standard norms for vehicles (Departmental/Hired) to be used under various offices in RVPN will be applicable with the following conditions:-

1. Departmental inspection vehicles, wherever available shall continue to be operated by the officers eligible for inspection vehicle under the above norms till the time the vehicle completes its services life and deposited in the Stores. Then onwards they shall become eligible for the hired inspection vehicle under above norms.
2. In case any extra functional vehicle is available over and above these norms, the concerned CE/ACE should report, with details, to this office within 7 days positivity.
3. At present, 01 No. of Minibus is available with each 765 kV Substation (2 Nos.). In case, these minibuses are not required at these substations and have suitability elsewhere, these can be shifted to required location along-with the driver. For 400 kV and 220 kV (wherever required), minibuses shall be taken on hired basis. In both the cases i.e. for shifting and hiring, prior approval of the CMD, RVPN shall be obtained.
4. The norms of functional vehicles (departmental) shall be maintained by the Nigam for carrying out the functional works and to meet out the exigency conditions.
5. The inspection vehicle allowed to the CEs/ CCOA/Co Secretary in the corporate offices shall also be used as staff car during the office hours as and when required by the offices under them in order to avoid the excess load on GAD Vehicle Pool and its optimum utilization. These vehicles can also be used for travelling to within and outside the state after due approval of the competent authority. Expenses for interstate permit shall be borne by RVPN. The vehicle to these offices shall only be provided in emergent circumstances for within and outside state travel from GAD vehicle pool after the approval of competent authority.
6. These norms shall also be applicable for the offices created/abolished in future.

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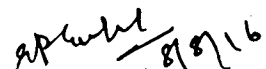
7. Since the working strength of Vehicle Drivers is less than that of the sanctioned strength of departmental vehicles, therefore, the officers may,
- i) Hire the services of Vehicle Drivers (only against vacant post) through M/s. REXCO in light of Order No. RVPN/Karmik/F.4(C) 35/D.1983 dated 19.02.2005.
  - ii) Continue with the present practice of driving their vehicle through Technical workmen / Class - IV employees already driving vehicles in terms of Order No. RSEB/Personnel/D.4844 dated 14.10.98 .The allowance to the Technical Workmen/class IV employees who are driving vehicle shall be continued. No technical workmen/ class-IV should be allowed afresh to drive vehicle henceforth.
8. There shall be no need of any further approval from corporate office.
9. The shifting of post of Vehicle Drivers as per requirements and availability of departmental vehicles within the sanctioned norms can be carried out after due approval of CMD, RVPN. The permission for any other hired vehicle over and above the sanctioned norms shall be given by CMD, RVPN on case to case basis as per requirements.

By Order

  
(Pukhraj Seh)  
Secretary (Admn.)

Copy submitted/forwarded to the following for information and necessary action:-

1. The Zonal Chief Engineer (T&C), Rajasthan Rajya Vidyut Prasaran Nigam Ltd. Jaipur / Ajmer / Jodhpur.
2. The Chief Engineer / Addl. Chief Engineer / Procurement/ Contracts / NPP&RA / IT / MPT&S / Communication / LD / Civil, RVPN, Jaipur / Jodhpur.
3. The Chief Controller of Accounts, RVPN, Jaipur.
4. The Company Secretary, RVPN, Jaipur.
5. The Superintending Engineer ( ), RVPN, \_\_\_\_\_.
6. TA to CMD / Director (Technical / Operation), RVPN, Jaipur.
7. The Sr. Resident Officer, Rajasthan Vidyut Niwas, RVPN, P.No. 7 & 8, Green Park, New Delhi.
8. The Sr. Accounts Officer (B&R), RVPN, Jaipur.
9. The Assistant Secretary ( Estt. - I / II / III ), RVPN, Jaipur.
10. The Accounts Officer (Admin. - Stores), RVPN, Jaipur.
11. PA to Director (Finance/Secretary (Admn.)), RVPN, Jaipur for kind perusal of Director (Finance / Secretary (Admn.)), RVPN, Jaipur.
12. P.S. to C.M.D., RVPN, Jaipur
13. The Web. Admin. O/o. Superintending Engineer (MIS), RVPN, Jaipur to please upload this Order on RVPN's website.

  
(R.P. Gupta)  
Dy. Secretary (GAD)