



No./ JPD/MD/ TA /F. / D 442

Jaipur, Dated: 5/7/2018

OFFICE ORDER

Sub: - Procedure for allotment of Distribution Transformer for New Connection & Replacement of Burnt / Failed Transformer.

Ref: - This office order No. 422 dated 27.06.2018.

In partial modification to the order issued vide No.422 dated 27.06.2018, following instructions are hereby issued for allotment of Distribution Transformer for New Connection & Replacement of Burnt / Failed Transformer :-

1. The AEN (O&M) shall directly send the requirement of Distribution Transformer against New Connection and Replacement on daily basis through e-mail to concerned XEN (O&M) under intimation to SE(O&M) in the format enclosed.
2. The XEN (O&M) will consolidate the requirement received from sub-division office after due verification from consumer and feeder incharge and issue the allotment of transformers as per availability with circle store. The allotment will be mailed to concern Circle SE (O&M)/ACOS.
3. After issue of allotment by XEN (O&M), the AEN (O&M) will raise the indent mentioning the purpose of issue of transformer along with the name of consumer on the indent.
4. The ACOS while issuing the DT's to AEN (O&M) shall invariably mention the allotment number of XEN (O&M) on the gate pass. Further, in case of issuance of Transformer for new connection, the ACOS will mention the name of consumer on the gate pass.
5. The ACOS will maintain separate register for issue of transformer against replacement & against new connection along with name of consumer, purpose etc.
6. The ACOS will intimate the net requirement of DT's for replacement of Failed / Burnt DT's & for release of new service connection to SE (I&S) & SE (MM-II) respectively.

The AEN (O&M) will deposit the failed / burnt transformer within 7 days positively from the date of issue of transformer for replacement, failing which further allotment of transformer shall be stopped. A separate cell shall be made operative at concerned SE level for overall monitoring of the distribution transformers.

The above procedure shall be made applicable for the transformers burnt / failed w.e.f. 01.07.2018.

Encl: - As above


(R. G. Gupta)
Managing Director

Copy to the following for information & necessary action:-

1. Director (Tech.), JPD, Jaipur
2. ZCE (O&M)/ACE (HQ)/(PPM)/CE(MM), JPD, Jaipur/Kota/Bharatpur.
3. SE (O&M-JPDC), JPD, Jaipur, Dausa, Alwar, Tonk, Kota, Bundi, Sawaimadhopur, Bharatpur, Karauli, Baran, Dholpur, Jhalawar
6. TA to MD, JPD, Jaipur for ensuring compliance.
7. SE (I&S), JPD, Jaipur.


Managing Director

