

JAIPUR VIDYUT VITRAN NIGAM LIMITED

No.JPD/CAO/F.40 /D. 3361

Jaipur, dated: 20.11.2002

ORDER

With a view to **accelerate recovery from P.D.C. consumers, to curb increasing trend of outstanding** against them and **to exercise effective monitoring**, creation of new cells namely "Realisation of outstanding cells", i.e. recovery cells is considered necessary. To make them more effective and meaningful, two separate cells for **Large Industrial consumers and other than Large Industrial consumers respectively under Dy. Chief Engineer (Comml.) & Chief Accounts Officer** are contemplated. Such cell for other than Large Industrial consumers shall comprise of the following:-

- i) Sr.A.O (Rev.- CCC).
 - ii) Land Acquisition Officer
 - iii) Asstt. Accounts Officer 2 Nos.
 - iv) Accountant 2 Nos.
 - v) Jr. Accountant 2 Nos.
 - vi) Computer knowing J.En./Programmer 1 No.
- Chief Accounts Officer shall review the weekly progress on every Monday.
If need be, SE(Law) shall also be associated.

Scope of work.

For effective monitoring and to accelerate recovery, the proposed cells will have scope of work as under :-

- a) Effective monitoring of :
 - i) Speedy removal of meter and service line from the premises of disconnected consumers
 - ii) Physical verification of disconnected premises.
 - iii) Compliance of disconnection orders.
 - iv) Counter checking of meter readings.
- b) Monitoring of recovery through :
 - i) Adjustment from consumer's security deposit.
 - ii) Processing of cases under EUDR Act & LR Act.
 - iii) Transfer of outstanding to running connection of the consumers, if any.
- c) Evolving procedures/formats/Registers with a view to know ground- realities and to exercise effective control at various levels.

- d) Exploring the reasons in details for such a huge outstanding and recommend various measures to be taken.
- e) Implementation of various orders/instructions of the Discom including continuous review thereof.
- f) Analysis of the position of outstanding dues category wise in depth and case wise to fix responsibilities on defaulting officers/officials.
- g) Monitoring the cases of outstanding dues pending under court cases/settlement committees under deferred revenue and take adequate steps for their early disposal.
- h) Knowing the various problems/difficulties faced by field staff and to take further steps to tide over the same.
- i) Guiding and training the field staff for the above purpose as per approved programmes.

Mode of operation.

The proposed cells will proceed further, taking figures of outstanding dues against PDC consumers from computer agencies or from back up data being provided by them monthly. Problems in this regard may be sorted out in consultation with the Sr. Accounts Officer (Rev.) and computer agencies.

There may be differences in the figures of MIS and of computer agencies which may be reconciled from unit concerned.

The cells will also require regular information on various points as mentioned under "Scope of work" which will be obtained on regular basis from the concerned sub-division/division/circle.

The proposed cells will analyse, systematize the received/available information and put up its progress reports/findings/information /recommendations to the C.M.D. through the Dy. Chief Engineer (Comml.)/Chief Accounts Officer as the case may be every fortnight.

(B.N.Sharma)

Chairman & Managing Director

Copy to the following :-

1. The Whole Time Director, Jaipur Discom, Jaipur.
2. The Chief Engineer(M&P)/Dy. Chief Engineer(O&M),Jaipur Discom, Jaipur.
3. The F.A. & C.O.A. Jaipur Discom, Jaipur.
4. The Superintending Engineer(), Jaipur Discom, _____
5. The Sr. Accounts Officer/Accounts Officer(),Jaipur Discom, _____
6. The Executive Engineer(), Jaipur Discom, _____ alongwith _____ Nos.
spare copies for AEN's.

(A.K.Jain)

Chief Accounts Officer