



File No.: Pt. W-11/12/1/MISC/2017-PMD C. No.: 903851

10-12-2024

All Regional Director of ESI Corporation	All Dean of ESIC Medical Colleges
All Medical Superintendent of ESIC/ESIS Hospitals	Director (M) Delhi & Director (M) Noida

**Sub:** - Proper evaluation and utilization of electric connection and its consumption- Reg.

**Ref:** - (1) This office letter dated 26.09.2019.

Sir/Madam,

In continuation to this office letter dated 26.09.2019 it is again reiterated that during the inspection of various ESI Hospitals by CAG audit team it has been noticed that actual electric consumption was much below the contract demand. Despite instructions have been issued by this office, it has been observed that many offices/locations have not taken corrective measures in this regard. In order to save the excess expenditure towards unused contract demand, there is an acute need to examine the contract demand vis-à-vis the actual consumption of electricity and take appropriate action in the matter.

In addition, the necessary action/corrective measures are given below for strict compliance:-

### 1. Optimizing Contract Demand

It is crucial to assess a contract demand that maximizes the utilization of power resources to meet operational needs efficiently. If the actual maximum demand (MD) is consistently lower/higher than the contracted demand, it is inevitable to adjust the contract demand to reflect actual consumption patterns. This adjustment helps in avoiding unnecessary charges and ensures cost-effective energy use. Accordingly, the concerned hospital authority may intimate to concerned State distribution company for reduction in excess contract demand.

*Note-A specimen copy of procedure for reduction of contract demand /connected load ( Bihar Electricity supply code 2007) is attached for reference.*

### 2. Maintaining an Optimal Power Factor

Due diligence must be exercised to maintain the power factor between 0.9 and 1.0. A power factor within this range is essential for efficient energy usage, reducing losses, and avoiding penalties. Regular monitoring and corrective measures should be undertaken to ensure that the power factor remains within a permissible limit. Therefore, appropriate measures shall be taken as required to ensure the proper maintenance & monitoring of APFC Panels and their log books. There should be proper register for daily log book of electrical substation and any electrical outage recorded in the register must match with diesel log book and it should be verified by the JE (E) /AE (E) periodically so the any misuse may be avoided.

### 3. Adhering to Regulatory Tariff Norms.

The electricity tariff (HT/LT) for the connection should strictly adhere to the norms set by the concerned State Electricity Regulatory Commission. Compliance with these norms is necessary to avoid legal issues and ensure that the organization benefits from the applicable tariff structures. The competent authority may explore electricity board/DISCOM policy for essential services and whether concessions are available for hospitals, dispensaries etc.

It should also be ensured by concerned MS/RD that there should be separate electrical connection for staff quarter of applicable tariff category (as per norms of concerned Electricity company/Board) for each staff/allottee through separate feeder pillar and service lines/meters.

### 4. Timely Electrical Connections for Capital Projects

For ongoing capital construction projects, such as hospitals, medical colleges, Regional Offices (RO), Sub-Regional Offices (SRO), and District Centre Branch Offices (DCBO), it is recommended to

obtain/charge/energize the electrical connection at a stage close to the project's completion/inauguration. This approach minimizes the expenditure on fixed charges, ensuring that financial resources are utilized efficiently and for this purpose committee comprising of PMU members for deciding to take the electricity connection at appropriate stage so that any wastage of revenue towards the utilized maximum demand may be saved in future.

#### **5. Payment Procedures for Electrical Connections for newly constructed projects.**

Payments for obtaining electrical connections should be carried out in accordance with the guidelines issued by the ESIC Headquarters Office letter dt 24.03.2008 regarding Statutory payments during construction. This responsibility falls under the purview of the Medical Superintendent and the Regional Director concerned, who must ensure that, minimum contract demand as per use when the hospital is about to inaugurate and all the upcoming/succeeding electricity bills has to be paid by MS/RD concerned.

This advisory emphasizes the importance of strategic planning in power management, regulatory compliance, and financial stewardship. By following these guidelines, organizations can optimize their energy consumption, reduce costs, and ensure compliance with regulatory standards.

All the units are requested to examine the pattern of actual consumption of electricity, contract demand and electricity bills and submit the action taken report to this office within 15 days.

This is issued with the approval of the competent authority.

Encls: As Above

**Yours Sincerely**  
**Signed by Shiv Shankar**  
**Mandal**  
**Date: 10-12-2024 12:12:06**

Shiv Shankar Mandal  
CHIEF ENGINEER

#### **Copy to:**

1. PS to CE for information.
2. AC(Finance)/DD(Finance) of units/Audit Branch for information.
3. ALL EEs/AEEs/AEs/JEs, ESIC hqrs office for information and necessary action.
4. ALL EEs/AEEs/AEs/JEs, posted at ESIC ROs, Hospitals, Medical Collages office for information and necessary action.
5. Website content manager for uploading on website.

CHIEF ENGINEER



HEADQUARTERS OFFICE  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN, C.I.G. MARG, New Delhi – 2.

No. W-11/13/7/63/98/PMD- Vol-III

Dated: 26.09.2019

All Regional Directors of ESI Corporation	All Deans of ESIC Medical Colleges
All Medical Superintendents of ESIC Hospitals	All Medical Superintendents of ESIS Hospital

Subject: – Proper evaluation and utilization of electric consumption based on actual demand vs contract demand in your premises.

Ref:- CAG report on the accounts of the O/o the Medical Superintendent of ESIC Hospital at Peenya, Bangalore on above subject.

Sir/ Madam,

With reference to above, it is informed that during the inspection of ESIC Hospital Peenya, Bangalore by CAG team it has been found out that the electric consumption was much below the contract demand during the period of Feb2018 to Mar2019. The contract demand was not reduced which would have resulted in a saving towards electricity consumption & expenditure thereto.

Thus, there is a need to critically examine the contract demand and actual demand consumption of electricity, so that excess expenditure could be avoided in future.

You are therefore requested to examine the pattern of actual consumption of electricity, contract demand & electricity bills and take appropriate action.

This may be treated as most urgent for taking requisite action.

Yours faithfully,

(SUDIP DUTTA)  
CHIEF ENGINEER

Copy to:-

1. Sh. B.A.S Murthy SE (South Zone) Bangalore, for information and necessary action.
2. Sh. R.K Agrawal SE (West Zone) Mumbai, for information and necessary action.
3. Web contents Manager for uploading on ESIC website.

CHIEF ENGINEER



033-2236-5229  
033-2236-4432

HEADQUARTERS  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN; C.I.G. ROAD; NEW DELHI -2

No. W-17-11/4/2008-PMD

Dated: 24-03-08

All Regional Directors, Director's (Medical) Delhi/Noida, Director, SRO, Pune, Jt. Director I/cs Jt. Director, E-V, Hqrs.	Sr. State Medical Commissioner/State Medical Commissioners	Medical Superintendent of ESI Hospitals, Model Hospitals
--	---	--

**Sub:- Statutory payments during construction – reg.**

Sir,

It is noticed that during construction, statutory authorities/local bodies etc. require ESIC to pay fees, filing charges for the plans etc. The present practice is to send such demands to Hqrs. Office for sanction and payments. At time this has resulted in delayed payments culminating in the holding up of projects. In view of this, henceforth, all statutory payments/taxes due to local bodies etc. will be sanctioned and paid by the Officer concerned as detailed below:-

Designated Officer	Type of building
Regional Director	Regional Office, Divisional Offices, Branch Offices, Inspection Offices, TOR, Guest House, Staff Quarters and other residential buildings under their control
Director/Jt. Director I/c of SRO	SRO building, Branch offices, Inspection Offices, TOR, Guest Houses, Staff Quarters and other residential buildings under their control
Joint Director – V, Hqrs. Office	Hqrs. Office building, staff quarters, TOR, Guest House & other buildings under his control
SSMC/SMC	Hospitals, Dispensaries, Diagnostic Centers, TOR, Guest Houses, staff quarters and other buildings under their control.

Director (Medical) Delhi	D(M)D Office building, dispensaries, Diagnostic Centres, staff quarters and other buildings under his control.
Director (Medical) Noida	ESI Hospital Nodia, Dispensaries, staff quarters, TOR, Guest Houses, and other buildings under his/her control.
Medical Superintendents of ESIC/Model Hospitals	Hospitals and other connected buildings, staff quarters, TOR, Guest Houses, and other buildings under their control.

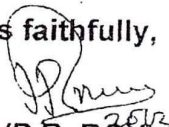
In places where SSMC/SMC is given only part-time charge and in SROs where Jt. Director Incharge has not taken over construction & maintenance works, RD will make such payments of taxes etc.

If any demand from Local Authority involves payment of taxes/levy of damages which are of disputable nature then such demands shall be referred to Hqrs. with full details and will be paid after taking the approval of Hqrs.

The payment will be made by the respect authorities in concurrence with local finance. If the payment is related to Capital Project, the Finance & Accounts-VII, Hqrs. Office should be intimated with complete details with a request of the amount. The amount thereafter will be transferred by Finance & Account Branch-II of the Hqrs. Office. If the payment is not relating to Capital Project, the required amount can be requisitioned directly from Finance & Accounts Branch-II.

This issues with the approval of Director General. Kindly acknowledge the receipt.

Yours faithfully,



(P.R. ROY)  
**CHIEF ENGINEER**

Copy to:

1. All Jt. Directors (Finance)/Dy. Director (Finance).
2. Director (Finance) Hqrs. Office.
3. Finance & accounts Division – II, III & IV.



**CHIEF ENGINEER**



# The Bihar Gazette

## EXTRAORDINARY

PUBLISHED BY AUTHORITY

20 PAUSH 1929(S)  
(NO. PATNA 27) PATNA, FRIDAY, 10TH JANUARY 2008

### BIHAR ELECTRICITY<sup>[1]</sup> REGULATORY COMMISSION

#### BIHAR ELECTRICITY SUPPLY CODE, 2007

Notification No. 10 /2007

dated 31.12.2007

**No. BERC/Regl-6/2006/529** – In exercise of power conferred by Section 181(1) and 181(2) read with Section 50 and 43 (1), Section 44, Section 46, Section 47 (4) Section 56 of the Electricity Act, 2003 (36 of 2003) and all powers enabling it in this behalf and also in compliance of the Ministry of Power, Govt. of India's (i) notification no. SO 790(E) dated 8<sup>th</sup> June, 2005 issuing "Electricity (Removal of difficulties) Order, 2005" for "Inclusions of measures to control theft of electricity in Electricity Supply Code", and (ii) notification no. SO 798(E) dated 9<sup>th</sup> June, 2005 issuing Electricity (Removal of Difficulties) Eight Order, 2005 for obtaining supply of electricity at single point from the distribution licensee by the Cooperative Group Housing Societies or by any person for their members or employees residing in the same premises, the Bihar Electricity Regulatory Commission hereby makes the following Electricity Supply Code to govern supply and retail sale of electricity by the licensees and procedure thereof, the powers, functions, and obligations of the licensees and the right and obligations of the consumers and matter connected therewith and incidental thereto.

[1] Corrigendum vide Notification No. BERC-Regl-06/06-part-II/02/08 dt.24.04.08

- (d) Execute a fresh agreement as per enhanced load which shall be a new statutory agreement period and the old agreement shall stand terminated.
- (5) If no addition or alteration to the system including new/ alternate metering arrangement is required, the enhanced load will be released within 20 days or as specified in the Standards of Performance of Distribution Licensee Regulations subject to completion of the requisite formalities. If the system needs any alteration or addition, the procedure as given for a new connection shall be followed.
- (6) In case of 'Railways Traction', the consumer may be provided such additional supply in excess of contract demand as may be agreed between the licensee and the consumer after the latter has given due notice of six weeks in writing of his desire to have the contract demand altered.

#### **7.12 Procedure for Reduction of Contract Demand / Connected Load**

- (1) Application for reduction of load, after the expiry of initial period of agreement, upto the limit specified in clause 7.12(5) of the Code shall be made in duplicate to the concerned officer of Licensee in the prescribed form along with the following documents:
  - (a) Details of alteration/ modification/ removal of the electrical installation along with work completion certificate and Test report from a licensed electrical contractor where alteration of the installation is involved.
  - (b) Any other reason for reduction of contract demand.
  - (c) Maximum demand recorded in the last two billing cycles if the meter has facility to record maximum demand along with the electricity bills for the same.
  - (d) Details of generators, if any, installed by the consumer along with copies of the safety clearance certificate issued by the competent authority for installation of the generators.
- (2) On receipt of the application for reduction of load, the licensee after verification shall sanction the reduction of load within thirty days or notice period for termination of agreement as specified in the agreement whichever is later from the date of acceptance of application.
- (3) If the sanction is not granted by the licensee within the period specified in clause 7.12(2) above, the applicant may, by a written notice to the licensee, draw its attention to the matter and if the decision is still not communicated to the applicant within the period of further thirty days, the permission of reduction of contract demand shall be deemed to have been granted.

- (4) The reduced Contract Demand shall take effect from the first day of the month following the month in which the sanction is communicated or 'deemed permission is granted'.
- (5) The above reductions are subject to permissible minimum contract demand specified in clause 3.4 of the Code. Request of the consumer for reduction in contract demand of his connection shall not be refused by the licensee on the ground that there are dues payable to the licensee against the connection.
- (6) In all existing agreements executed prior to this Code coming into effect, if there is any provision regarding restriction on reduction of Contract Demand, the same shall be deemed to have been modified to the extent of the provision made in this Code.
- (7) When reduction of contract demand is agreed to, the consumer shall execute a fresh agreement for reduced load. The licensee shall recalculate the security deposit and any excess security deposit shall be adjusted in future bills not exceeding six succeeding bills.
- (8) The reduction of Contract Demand load shall not be permitted in following cases
  - (i) Arc / Induction furnaces, rolling and re-rolling mills and mini steel plants shall not be allowed to reduce the load below the total rating of machines and furnaces installed in the premises, except in case of removal of any equipment or replacement of any old equipment by new equipment and also to the extent of captive generation capacity that may be installed and is operating in parallel. Auxiliary load shall be excluded.
  - (ii) Contracted load shall not be reduced below the total rating of installed machines in case of Small & Medium industrial and private tube wells consumers, having no MDI meter.
  - (iii) Load shall normally not be reduced within initial period of the agreement from the date of commencement of supply. However, if the consumer is willing to pay the fixed/minimum charge applicable for the quantum of contracted load surrendered /reduced for the balance period of initial period of agreement or period of notice specified in the agreement for that category of consumer, whichever is higher, reduction may be allowed.
  - (iv) No application for reduction of load shall be rejected without recording reasons and the decision shall be communicated to the applicant.