

No. GAD/CGM (T/E)/MPR/18701

Date : 17/06/2011

OFFICE ORDER MPR :- 15

In pursuance of the approval accorded by the Managing Director, MSEDCL, in consultation with the Director (Finance), Director (Projects) and Director (Operations) under the powers delegated to him vide Schedule First appended to the Maharashtra State Electricity Distribution Co. Ltd. read with Administrative Circular No. 1 dated 29/09/2005, following Orders are issued.

- 1) To create full-fledged "Commercial Intelligence Wing" in Corporate Office Mumbai under direct control of Director (Operations) along with following posts diverted from sections in col. no. 4.

Sr. No.	Post	No. of posts	Diverted from	Remarks
1	2	3	4	5
01	C.E.(CI)-I	01	Chief Engineer (Testing)	
	Personal Staff			
02	J. E. (Dist)/T. A.	01	From Surplus Pool	
03	Head Clerk (PA)	01	Chief Engineer (Testing)	
04	Driver (O/s)	01	Chief Engineer (Testing)	
05	Peon	01	DSPC Cell	
06	C.E.(CI)-II	01	DSPC Cell	
	Personal Staff			
07	J. E. (Dist) /T. A.	01	From Surplus Pool	
08	Head Clerk (PA)	01	DSPC Cell	
09	Driver (O/s)	01	DSPC Cell	
10	Peon	01	DSPC Cell	
	Common Staff			
11	J. M. (F&A)	01	From Surplus Pool	
	Total	11		

- 3) To define monitoring of works as enlisted in Annexure "A" as under:-
- (a) Chief Engineer (CI)-I will monitor and responsible works enlisted in Annexure "A" of the area of RED-I Kalyan
- (b) Chief Engineer (CI)-II will monitor and responsible works enlisted in Annexure "A" of the area of RED-II Pune
- (c) Works enlisted in Annexure "A" of the area of RED-III Nagpur will be monitored by the S. E. (Dist) from the office of RED-III Nagpur & he is responsible for it. This will be under supervision of RED-III Nagpur.
- 4) To merge existing "Commercial Intelligence Wing" under the Internal Reform (IR) Section created vide T. O. O. No. MPR-35 (GAD/CGM(TE)/MPR/38335) dtd. 22/12/2010 in this wing (excluding posts).
- 5) To render following posts from DSPC Cell & "Commercial Intelligence Wing" under the Internal Reform (IR) Section as Surplus & place them in Surplus Pool.

Sr. No.	Post	Cell/ Section	No. of posts	Remarks
1	2	3	4	5
1	E. E. (Dist)	DSPC Cell	02	
2	Dy.E.E. (Dist)	Commercial Intelligence Wing	01	
3	A. E. (Dist)	DSPC Cell	02	
4	J. E. (Dist)	Commercial Intelligence Wing	01	

This order is available on company's Intranet and no hard copy will be sent to any office.

[Signature]
Chief General Manger (T/E)

Annexure “ A”

Following points are to be monitored

Part A

- Meter reading programme - implemented properly or not
- Data punching feed to it
- Printing of bill by it
- Consumer reading
- Bill payment.
- Temporary disconnection
- Permanent disconnection

Part B

- Zero consumption, average consumption and faulty meter rectification.
- Meter replacement of high value consumer as per priority below:
 - HT consumer
 - LT Industrial consumer
 - Commercial consumer
 - Residential
- Action taken on following reports :
 - MIS 11
 - MIS 13
 - PN 28
- Checking of load feeding.
- Multiplying factor feeding

Part C

- New service connection – as per SOP
- DTC metering and energy audit
- PD consumer – Restoration

Commercial Intelligence Wing (CIW)

Action Taken Reports

- Billing Delay
- Age wise Arrears (PN 28)
- High load, low consumption
- Static Data Change
- DTC Energy Audit
- NSC Status and LT/HT Release of connection on Line
- HT Age wise faulty
- Sanction/Release of HT connections & Monthly Basis HT Disconnection
- Feeder wise Feed back and Monitoring.