

**MINUTES OF THE 4th MEETING OF DEPARTMENTAL OPERATIONAL
CO-ORDINATION COMMITTEE**

The 4th Meeting of Departmental Operational Co-ordination Committee (DOCC) was held on 16th December 2016 (Friday) at the Conference Hall of Engineer-in-Chief, Power & Electricity Department, Kawlphetha, New Secretariat Complex, Khatla, Aizawl.

1 : PROCEEDINGS OF THE 4th DOCC MEETING

The 4th meeting of DOCC was presided over by Er. Lianghnginglova Pachuau, Chairman & Engineer-in-Chief and attendance sheet appended in the Annexure.

2 : REVIEW OF THE 3rd DOCC MEETING MINUTE

The minute of the 3rd DOCC meeting held on the 4th November 2016 was circulated vide Memo No.A.60011/140/16-EC/EO(P)/13 Dt. 9th November, 2016. Minute of the 3rd DOCC Meeting was reviewed and agreed as follows :

1. Recording & Submission of required data to SLDC

The meeting discussed and agreed that all concerned officials shall take necessary action for regular and correct data submission of required parameters like weekly tripping records, circle wise energy reading data and UFR operation report to SLDC as per the decision of the 3rd DOCC Meeting.

Action : SE (SLDC) & All concerned SDO

2. Power Supply to PHE Water Supply System at Lawngtlai

The meeting was informed that power supply to PHE Water Supply System at Lawngtlai town was successfully charged without receiving load security deposit from PHE Department. It was reported that Chief Secretary convened a meeting on 13th December 2016 and the issue of load security deposit for power supply to public water works was discussed and decided that PHE Department shall request fund requirement for load security to Finance Department and P&E Department shall provide the necessity of load security as per relevant rules and regulations.

It was also decided that the requirement of other charges like load security, inspection fee, etc. shall be clearly mentioned in the history portion of estimate for partial work of power supply to Public Water Works and guideline in this regards may be issued from EO Branch.

Action : SE (Commercial) & EO

3. Handing over of street lighting system to AMC

Er. David Ramnunsanga, SE (Commercial) highlighted draft document for handing over of street lighting system to AMC and the meeting approved with necessary addition in the draft document. This draft document may be sent to the Government for approval.

Action : SE(Commercial)

4. Setting up of Solar Park (Agenda Item No. 2)

The meeting was informed that preparation of estimate amounting to Rs. 1915.00 Lakhs (Approximate) for setting up of Solar Park at Tlungvel village is under progress. The estimate will cover construction of road (800m), improvement of existing road, construction of 33/11kV 2x12.5 MVA Sub Station, 11kV line and 2x250kVA DT, 2 Km LT line with Street light, etc. for construction power, power evacuation system by constructing 132kV S/S excluding 2x12.5MVA transformer and 132kV connecting lines, water supply system and 5 nos. of buildings. It was discussed and agreed that preparation of estimate may be expedited by all concerned officials.

Action : All concerned

5. Roof Top Solar (RTS) (Agenda Item No. 3)

All concerned SEs are requested again to expedite submission of Space availability for setting up of Grid Connected Roof Top Solar for further necessary action. As reported, some information had already submitted to SE (Works-II) and 'Working Group on Solar Power Generation' headed by Er. Laldela Sailo shall liaised SE (Works-II) about data already submitted for preparation of DPR.

Action :All concerned

6. Monitoring of 24x7 PFA (Agenda Item No. 4)

As highlighted in the 3rd DOCC Meeting, data in the 24x7 Power For All document is required to be updated by 10th of every month in the web portal. SE(Works-II) is entrusted to update in the web portal and he is requested to circulate proforma for submitting progress report of works to concerned SE. All concerned SEs are also requested to submit progress report of works under their jurisdiction as per proforma.

Action : SE (W-II) & Concerned SE

7. Power supply during Christmas (Agenda Item No. 5)

It was decided that SE (SLDC) may go ahead with scheduling of power for ensuing Christmas & New Year from Tripura through STOA and IEX platform as per his proposal vide No.T.13011/01/11-SE(SLDC)/96 Dt. 31.10.2016. Requirement of fund for

STOA application fees, operating charges, etc. and for purchase of additional requirement of power through IEX platform may be met from the unspent fund stated in the above letter.

The meeting also decided that 80 barrels of Transformer oil already procured may be utilised for replacement/top up of transformer oil as a part of power supply preparation during Christmas festival for which allotment shall be done from E-in-C (Monitoring Cell).

Action : SE (PDM) & all concerned

8. Power supply to Champhai Tlangnuam (Agenda Item No. 6)

Er. Lianghinglova Pachuau, E-in-C and Er. R. Vanlalhruaia, CE (Distribution) had visited Champhai Tlangnuam on 14th December 2016 regarding power supply to this area. It was reported that power supply to this area will be completed on 16th December 2016 and requested all members to take necessary action on every decision taken in the DOCC meeting in future.

Action : All concerned

9. Storing of repaired/spare DT at MRT Sub Division, Lunglei (Agenda Item No.7)

The meeting was informed that storing of new/repaired transformer at Lunglei town was not yet done due to shortage of new/repaired transformer.

Action : SE (SLDC)

3. AGENDA DISCUSSION

ITEM No. 1 : Procedures of working with SOR and CPWD Manual

P&E Department adopted CPWD Works Manual / CPWD Account and Code. Moreover P&E Department SOR had been published but it is felt that the Department officers from JE upwards are not exactly conversant with the procedures of working with SOR and CPWD Manuals in general. It was discussed and agreed that all officers and staff shall be aware of working with SOR and CPWD Manual. Necessary training/sensitisation workshop may be arranged by E-in-C and EO to take necessary action.

Action : All concerned

ITEM No. 2 : Accounting System

Pu H. Vanlalhuma, Jt. Director of Accounts presented a paper on Government Accounting System and Public Works Account in the meeting. It was discussed and decided that all officers concerned should be aware of accounting system adapted by the Department. Paper presented by JD(A) is enclosed herewith for ready reference.

Action : All concerned

ITEM No. 3 : Installation of Consumer Meters under R-APDRP

The meeting discussed about installation of consumer meters under R-APDRP Part-B and decided that consumer meters (1-phase meter and 3-phase meter) received under the scheme shall be installed for replacement of existing meter and release of new connection in all R-APDRP towns at free of cost and meter rent shall be collected from consumers. The meeting also reminded all consignees to take necessary action on repair/replacement of defective meters during guarantee period within their respective towns.

Action : All concerned

ITEM No. 4 : Half Yearly Energy Accounting figures

Half yearly Circle Wise Energy Accounting had been compiled for every circle and their EA data was discussed with concerned Superintending Engineers. Decision taken in the meeting is listed below :

1. Billing efficiency of Aizawl Power Circle needs to be improved for which necessary action may be taken by SE (APC). Feeder wise in depth study of 11kV input and energy sold may be conducted with concerned Feeder Managers.
2. Billing efficiency of all Circles needs to be improved.
3. Arrear to be carried on in the next Financial Year shall be strictly monitored by concern EE and SDO as discussed in the meeting. All SEs are requested to impart the discussion to their sub-ordinate officers.
4. SLDC shall provide monthly 33kV or 132kV input reading to all Circles for their Energy Accounting.

Action : All concerned

ITEM No. 5 : Timely Submission of Pension papers & Missing of ACR

Pi Lalnunmawii, Dy. Director (Administration) had informed the meeting that some offices ignored timely preparation of papers which causes some pensioners facing financial crisis. To avoid delay in future, all the concerned dealing hand may be reminded to comply with this departments circular and to alert checking of Service Book to those employees who are due to retire soon. As verification of Service Book by DP&AR (ARW) is compulsory to enjoy upgradation of pay under MACP scheme, Service book needs to be checked properly for timely upgradation of pay under MACP Scheme. It was discussed and decided that necessary action for timely submission of pension papers in line with CCS (Pension) Rules, 1972 and also timely submission of Service Book for verification by DP&AR (ARW) for upgradation of pay under MACP Scheme/Upgradation of Drivers shall be taken.

She had also informed the meeting that many Annual Confidential Reports are missing in the department even though ACR custodians are expected to keep safely in their custody. In case of transfer of staff, all ACR custodians are also requested to release ACR to their new concerned custodian.

The matter discussed and agreed that necessary instructions with all relevant documents may be issued by the Head office and DDA will take necessary action.

Action : DDA & all concerned officials

ITEM No. 6 : Categorization of Power Sub-Station

Proposal for categorisation of Power Sub-Station submitted by SE (SLDC) was discussed and agreed that Sub-Stations may be categorised as –

Categorization of Sub Stations					
Category A 132kV Sub Stations			Category B 33kV Sub Stations		
A-I	A-II	A-II (S)	B-I	B-II	B-III
132kV S/S located at the state periphery (i.e. the main 3 input nodes) viz. Bawktlang, Luangmual & Zuangtui (Upper)	6 nos. 132kV S/S mostly located in Suburban /rural areas viz. Saitual, Khawzawl, Champhai, Bukpui, Khawiva & Melriat	132kV S/S, Bairabi, having no outgoing 132kV feeder & feed only remote/rural areas	33kV S/S which feeds important areas of state capital & some of District capitals	33kV S/S which feeds less sensitive areas, mostly located in Suburban /rural areas and playing a key role in extending power to other 33kV S/S located in more remote areas	33kV S/S mostly located in the remote areas having no further outgoing 33kV feeders except in few case and less important. Some of them act as Switching Station or of simple RE type.

- **Voltage, Current, Power & Energy** will be recorded in all Sub-Stations.
- **Frequency** will be recorded only in Category A-I Sub-Stations.
- Records will be maintained for all feeders & transformers.
- Time interval for recording the above electrical parameters also proposed.
- Parameters for Badarpur incoming including Aizawl PG outgoing will be recorded at 132 kV Sub-Station, Bawktlang.

It was also decided to constitute *Committee on Categorisation of Sub-Station* for finalisation of manpower requirement for shift duty at Sub-Station and SE (PDM) and EO to Engineer-in-Chief shall take necessary action.

Action : SE(PDM), EO & all concerned officials

ITEM No. 7 : Requirement of materials at 33/11kV Sub-Station, Chawnhu

Requirement of materials at 33/11kV Sub-Station, Chawnhu (Lawngtlai) submitted by Chief Engineer (SO) and scrutinised by Design Branch was discussed at length and agreed as follows :

1. Requirement of 2 sets of 33kV VCB is very urgent and needs to be allotted at the earliest. SE (Transmission Circle) and SE (PDM) may check availability from any of 33kV Sub-Station at Thingsulthlah, Buarpui, Vairengte and Saiphai.
2. Battery and Battery charger may be procured and SE (PDM) shall take necessary action.

The meeting ended with thanks to the chair.



(LIANNGHINGLOVA PACHUAU)
Chairman & Engineer-in-Chief, P&E Deptt.