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ORGANISATIONAL STRUCTURE OF OPERATION WING OF DHBVN

Director Operation, DHBVN
Vidyut Nagar, Hisar

← GM/Commercial
Vidyut Nagar, Hisar

Chief Engineer 'OP', DHBVN
Old Power House, Shakur Basti, New Delhi,

Chief Engineer 'OP', DHBVN
Vidyut Nagar, Hisar

SE 'OP' DHBVN
Sector-23 FDB
0129-2233277

Xen 'OP' DHBVN
NIT Faridabad
(Ph. 0129-
2233277)

Old Faridabad
(0129-208625)

Ballabgarh
(0129-2446449)

Palwal
(01275-252105)

SE 'OP' DHBVN
Mehroli Road GGN
(0124-2322427)

Xen 'OP' DHBVN
City Gurgaon
(0124-2320971)

S/U Gurgaon
(0124-2382363)

OP Divn, Manesar
(0124-2382365)

Sohna
(0124-2362344)

Nuh
01267-274530)

SE 'OP' DHBVN
Narnaul
(01282-251296)

Xen 'OP' DHBVN
Narnaul
(01282-251347)

Mahendragarh
(01285-220281)

Rewari
(01274-254762)

Dharuhera
(01274-242103)

SE 'OP' DHBVN
Bhiwani
(01664-2343491)

Xen 'OP' DHBVN
City Bhiwani
(01664-242801)

S/U Bhiwani
(01664-242340)

Ch.Dadri
(01250-220142)

SE 'OP' DHBVN
Rajgarh Road
Hisar(01662-232629

Xen 'OP' DHBVN
Divn. No.1 HSR
(01662-237853)

Divn. No. II HSR
(01662-234324)

Hansi
(01663-254142)

Fatehabad
(01667-220070)

Tohana
(01692-220060)

SE 'OP'
Barnala Road,
Sirsa. (01666-234400)

Xen 'OP'
City Sirsa
(01666-238405)

S/U Sirsa
(01666-238403)

Dabwali
(01668-226083)

Instructions for the Applicants Seeking High Tension Electric Connection (New / Extension of Load)

An application for electric HT Industrial/Bulk Supply/DS/NDS Connection) should be made on the prescribed Form (DHBVN CS-I) obtainable from the DHBVN office concerned. The application together with the "Consumption Security" and meter security charges should be presented by the applicant to the officer who has been delegated powers to sanction the applied load (herein after called the Load Sanctioning Authority)

DELEGATIONS	
Authority	Delegation of power to sanction load (Inclusive of extension in load)
SDO	LT connection (upto 50 KW)
XEN	Up to contract demand of 500KVA
SE	Up to contract demand of 2000KVA
CE 'OP'	All cases above 2000 KVA including cases requiring Augmentation of system.

AMOUNT PAYABLE:-

I. Consumption security

HT Industrial Supply	Rs. 750/- per KW or part thereof.
HT bulk supply	Rs. 1000/- per KW or part thereof.
HT Bulk Supply (Domestic)	Rs. 1000/- per KW or part thereof.

II. Meter Security Charges

HT Industrial Supply (HT Electronic Trivector meter with CT/PT)	Rs. 40,000.00
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III. Application Processing Charges

Rs. 25 per KW or part thereof subject to max. Rs. 10,000/-

IV. Meter installation

2% of the cost of the meter / metering equipment subject to min. of Rs.300/-

V Service connection charges

Service connection charges (For NDS, Industrial and bulk supply consumers in lieu of monthly line service charges)



i)	Three phase NDS	Rs 750/- per kw
ii)	Bulk supply	Rs 500/- per kw
iii)	HT Industrial supply	Rs750/-per KVA of Contract demand

The above service connection charges shall be applicable where the length of new line to be provided is upto 300 meters. This length of 300 meters would include 11 kv line (whether overhead or cable), LT line and service cable. Where this length exceeds 300 meters, the applicant shall be required to pay the cost of 11 kv line, LT Line and service cable in excess of 300 meter as additional service connection charges. The additional cost chargeable would be Rs 70/- per meter for loads upto 70 kw and at the rate of Rs 100/- per meter for loads exceeding 70 kw. No component of distribution S/Stn. Transformer to be created is to be charged.

In case the proposed connection is to be released on voltage higher than 11 kv, the actual cost involved for releasing the connection would also be worked out and the amount recoverable shall be the highest of the following:-

- a) Actual cost.
- b) Rs 500/- per kw in case of Bulk supply, Rs 750/- kw in case of NDS and Rs 750/- per KVA in case of HT Industrial supply.
- c) Rs 4.5 lacs.

In case of independent feeder, the cost of controlling OCB and terminal equipment at Sub-Station end for taking out independent feeder shall also be recoverable in addition to the service connection charges worked out as above.

While recovering the above service connection charges the benefit of first 100 ft. length of this service is not to be allowed.

Note :-

- I. The amount is payable through demand Draft in the name of DHBVN payable at the Head Quarter of the Sub-Division concerned.
- II. Interest on consumption security / meter security is payable as per Nigam instructions.

DOCUMENTS / UNDERTAKINGS REQUIRED TO BE SUBMITTED WITH A & A FORM

The applicant is required to submit following documents with A&A Form (if required, Specimen of indemnity bond and resolution is available at SDO office)

- I. Copy of registration deed/ Municipal or Panchayat Tax Assessment Notice/ Allotment letter by HUDA/HSIDC/ Lease Deed / Rent Receipt.
- II. Consent of landlord or Indemnity Bond if consent of landlord not available, in case of tenant seeking connection.
- III. General power of attorney in favour of signatory, in case of joint ownership & partnership



- firms; Certified true copy of the resolution, authorizing the signatory to deal with the DHBVNL, passed by the Board of Directors, in case of companies (As & if applicable).
- IV. Self attested photocopy of the partnership deed in case of partnership firms / Memorandum & Article of association in case of companies (As & if applicable).
 - V. Copy of the Lay Out Plan of the factory premises showing proposed location of meter & metering equipments i.e. meter & metering equipments should be located in a separate room at the main entrance of the factory premises having direct access from the main road.
 - VI. No objection certificate from Haryana Water & Air Pollution Control Board (if applicable)
 - VII. Attested copy of any one of documents listed in Sr. No. (8) of page-1 of the Form
 - VIII. Please affix Rs. 3/- non-judicial stamp on the left hand corner of the A & A Form.
 - IX. Please attach with the A & A Form a non-judicial stamp paper worth Rs. 3/- duly crossed and words "Agreement for supply of electric Power attached" may be inscribed under the signature of authorized signatory.
 - X. Proof regarding age of applicant / authorized signatory.
 - XI. Undertaking regarding deposit of service connection charges & supply of material on non-judicial stamp paper worth Rs.3/-

NOTE:-

1. It should be the option of the Nigam to provide supply to the applicant from the existing feeder or through an independent feeder depending on the system conditions. However, if the applicant has made a specific request of having supply through an independent feeder, the following conditions should be applicable:-
 - i. The independent feeder will be erected at the cost of the applicant. However, if the cost of the independent feeder is less than the amount of service connection charges, the applicant will have to pay the service connection charges applicable in the case.
 - ii. Applicant should have connected load of 250 KW & above
 - iii. If the applied load necessitates the augmentation of the sub-station capacity alongwith requirement of independent feeder, the proportionate cost of augmentation will also be charged from the applicant.
2. The facility of providing exclusive independent feeder on urban mode is also available for individual or group of individual hospitals, Nursing Homes having facility of ICU, Operation Theatre or Indoor facility, run by either Trusts, Societies or even by individual, commercial or Group of Commercial consumers such as Shopping Malls, Shopping Centres etc. subject to the following terms and conditions:-
 - i. The facility of providing exclusive independent feeder is available to the applicants if the total connected load of such applicant(s) is 250 KW or more.
 - ii. The option of having exclusive independent feeder erected by DHBVN, be made available to private individual or group of Hospitals, Nursing Homes having facility of ICU, Operation Theatre or Indoor facility, run by either Trusts, Societies or even by individuals for which they would be asked to defray the full cost of constructing such feeders along with 10% departmental charges i.e. the charges of controlling Circuit Breaker, metering cubicle complete with CT & PTs and Meter and Terminal Equipment required at the sub station-end, Electric Line up to the metering cubicle, complete with CTs, PTs & meters. The work may be executed on turnkey basis.
 - lii. If the erection of the feeder is done by the applicant at his own cost, only supervision charges @ 1.5% of the estimate shall be charged from the applicant.
 - lv. Right of way should be available and or otherwise any existing 11 KV feeder can be converted into double circuit at the cost of applicant.
 - v. Space should also be available for installation of separate VCB in the sub-station.
 - vi. All connections will be given by providing independent Distribution Transformers and D.T. metering will be consumer metering for loads up to 50 KW. For loads above 50- KW, metering will be on 11 KV.

3 Self execution of work.

As per HERC Regulation No. 12/2005 dated 26/7/2005, the consumer may opt either for self execution of work or for carrying out the work through the licensee on paying of expenditure where the supply of electricity requires extension of distribution system. The consumer may opt any one of the alternatives. Where the consumer opts for



self execution of work requiring extension of line / distribution system, the following guidelines shall be applicable:-

- i) The consumer applies as usual.
- ii) On receipt of written application from the consumer, the SDO will visit the site, prepare the detailed estimate as per formula prescribed by HERC(as per Sales Instruction No. 42/2006)
- iii) SDO shall send the estimate and detailed list of various items of material to the consumer and ask for his option – whether he would like to do the work himself or get it done through DHBVN/Licensee.
- iv) If consumer opts for self execution, then he shall be given written permission to proceed along-with copy of estimate and list of items and specifications. SDO will ask the consumer for submitting an undertaking also to the effect that:-
 - a. He will arrange the required material as per Nigam specifications.
 - b. He will get the work executed through licensed contractor.
 - c. He will bear the supervision charges @ 1.5% of the estimated cost.
 - d. He will deposit the requisite charges for clearance from the Chief Electrical Inspector to Government of Haryana.
- v) The applicant will provide all items of material required for execution of works as per Nigam's specifications. The Nigam specifications can be down loaded from the Nigam Web site (www.dhbvn.com) or from the O/O SE/Operation concerned). The list of latest suppliers of the Nigam of major items is attached as Annexure-II. The detail of PO's is also available at the web site.
- vi) The material so arranged by the applicant shall be inspected by the SDO M&P wing, who will record a certificate to the effect that the material conforms to the Nigam specifications.
- vii) The consumer may be advised to take the list of approved contractors of the District from the office of CEI/representative of CEI.
- viii) The work will be got executed with the inspected material through 1st class licensed contractor by the consumer himself.
- ix) The completed work shall be inspected by the Xen/SDO M&P who will also certify the quality of material used and execution of work as per Nigam specification. The copy of the certificate issued by M&P shall be handed over to the consumer and a copy shall be sent to SDO concerned for placing in the consumer case file.
- x) The applicant will deposit supervision charges @ 1.5% of the estimated cost.
- xi) The inspection of material before execution of the work and after execution of the work shall be carried out by Xen.(OP) concerned if the cost of the work is less than Rs. 50,000/-.
- xii) On execution of work, consumer shall deposit the inspection charges of CEI in the bank and inform the SDO in writing who in turn shall issue the service connection order within 15 days from the date of receipt of intimation from the consumer and connection will be released within next 30 days.
- xiii) The consumer opting for the self execution of work shall be exempted from levy of development charges.]

4. The application is liable to be rejected in case:-
 - a. The applicant fails to comply with the terms & conditions laid down for release of connection or information furnished by the applicant is found to be incorrect.
 - b. The release of the applied load is not technically feasible.
5. Signatures of Applicant/Authorized Signatory on A&A form and other papers / documents should be appended with date.
6. The applicant, if so desires can make a provisional application / request indicating address, location of site, load required level of voltage, nature of industry, requirement of independent feeder etc. to ascertain the possibility of release of connection as per his requirement prior to deposit of A&A form and Consumption Security. Such application should be accompanied by an earnest money (non-refundable) @ Rs. 10/- per KW of load sought for subject to a minimum of Rs. 500/- and the feasibility about entertaining his application for load will be communicated to the applicant through a registered notice with the stipulation that the applicant should deposit the A&A form and Consumption Security within a period of 15 days from the date of issue of the feasibility report. If the applicant fails to apply within a period of 15 days, the Nigam will not be bound by the feasibility report. The earnest money once deposited will neither be refundable nor adjustable.
7. The applicant will have the option of supplying and even erecting the material required for release of his connection which will be got passed from Chief Electrical Inspector to Govt. of Haryana. Such applicant will be entitled to priority over others whose connections are pending for want of material. The cost of material so supplied shall be adjusted against the service connection charges as per schedule of rates fixed by the Nigam.

**(Annexure – 1
 (see regulation 4.1,4.2,4.3 and 4.5.2)**

Calculation of Charges for extension of distribution system in case of Low Tension Supply

In case of an applicant where there is a need to erect new electric plant or enhance the capacity of existing electric plant to release his connection, the Licensee shall charge the cost of erecting new electric plant or enhancing the capacity of existing electric plant, such as, Distribution Transformer (DTR) along with associated equipments, calculated as under on the basis of Standard Cost Book. The cost of existing equipment for the purpose of calculating the enhancement cost shall be the replacement cost of such equipment of calculating the enhancement cost shall be the replacement cost of such equipment of equivalent capacity.

1.1 Where new electrical plant is to be erected:

- a. Cost of work involved in erecting new DTR along with associated equipment (in Rupees) = P
- b. Rated capacity of DTR (KVA) to erected =Q
- c. Cost per KVA (in Rupees) =P/Q
- d. Contracted load (KVA) of the applicant = K
- e. Amount payable by applicant towards electrical plant (in Rupees)= K X (P/Q)



1.2 Where capacity of the existing electrical plant is to be enhanced:

- a. Cost of existing DTR along with associated equipment (in Rupees) = P1
- b. Cost of enhanced capacity of the DTR along with associated equipment (in Rupees) = P2
- c. Cost of additional capacity of the DTR along with associated equipment (in Rupees) = P2-P1
- d. Rated capacity of existing DTR (KVA) = Q1
- e. Enhanced capacity of the DTR (KVA) = Q2
- f. Capacity added (KVA) = Q2-Q1
- g. Cost per KVA of capacity added (in Rupees) = $(P2-P1)/(Q2-Q1)$
- h. Contracted load (KVA) of the applicant = K
- i. Amount payable by applicant towards electrical plan (in Rupees) = $K \times \{(P2 - P1) / (Q2-Q1)\}$

1.3 In case of an applicant where there is a need to erect or extend the electric line in order to release his connection the Licensee shall charge the cost of such section of electric line as under.

Amount payable by applicant towards cost of line (in Rupees) = Length of electric line X Rate per kilometer.

2. High Tension Supply :-

2.1 In case of an applicant where there is a need enhance the capacity of existing power transformer or provide new power transformer or erect or extend the electric line for extending supply to the applicant, the Licensee shall charge the cost of enhancing the capacity of existing power transformer or providing new power transformer, with or without bay extension, along with associated equipments and the cost of erecting or extending such line, calculated as per part 1 of this annexure.

2.2 In case of an applicant where there is a need to erect a new 33/11 KV sub-station in order to extent supply to the applicant, the Licensee shall charge the cost of providing such a sub-station. If such a sub-station is created to cater to more than one applicant, the cost of its creation will be shared by the applicants in proportion to their connected load.

3. Extra High Tension Supply

In case of an applicant where there is a need to enhance the capacity of existing power transformer or provide new power transformer or erect or extend the electric line for extending supply to the applicant, the Licensee shall charge the cost of enhancing the capacity of existing power transformer or providing new power transformer, with or without bay extension, along with associated equipments and the cost of erecting or extending such line, calculated as per part 1 of this annexure.



4. **Change of Name :-**

1. **Eligibility Criteria**

- 1.1 An applicant is eligible for change of name if he is a legal occupant of premises or he is having consent of existing consumer.
- 1.2 There should not be any outstanding amount in the name of previous consumer.
- 1.3 Change of name will not be allowed in such cases where a connection has been released on priority to the person under priority dispensation specifically applicable to him such as Harijan/Handicapped/Ex-Serviceman etc. categories for a period of
- 1.4 two years provided that this condition shall not be applicable in case of death of the original consumer & the connection shall be allowed to be changed in the name of legal heir of the original consumer.

2. **Documents required for change of name**

The applicant shall deposit the following documents/fee:-

- 2.1 A fresh A & A form, duly executed.
- 2.2 Death certificate and succession certificate or probated will in case of death of a consumer.
- 2.3 Proof of ownership/ tenancy/ Lease Deed.
- 2.4 The consent of original consumer & the undertaking from the applicant (consumer), on Non Judicial Stamp Paper of appropriate value, to the effect that he will be responsible to pay any dues/ charges pertaining to the previous consumer as are assessed at subsequent stage and are legitimately chargeable in accordance with Section 56(2) of Electricity Act- 2003.
- 2.5 Test report in case of revision of load only.
- 2.6 Processing fee at the prevailing rate.
- 2.7 A sum representing the difference of ACD on the basis of current rate & the amount already to the credit of previous consumer.
- 2.8 The following additional documents needs to be submitted in case the applicant is minor
 - a) An undertaking to be given by the guardian on Non-Judicial Stamp Paper of appropriate value owning the responsibility of connection/ payment etc.
 - b) The guardian should submit an indemnity bond to the utility indemnifying it against any complications arising at a later stage.

- c) On attainment of majority, the minor be asked to re-sign the agreement or submit an affidavit owning all acts of guardian done on his behalf.

3. Competency to effect change of name.

The Sub Divisional Officer (Operation) and Executive Engineer (Operation) shall be competent to effect change of name in case of LT Connections & HT Connections respectively.

4. Time limit for change of Name.

The change of name shall be effected within 7 days of submission of all documents/fee by the applicant.



III. DAKSHIN HARYANA BIJLI VITRAN NIGAM LTD

APPLICATION & AGREEMENT FORM IN RESPECT OF H.T. INDUSTRIAL & STEEL FURNACES, BULK SUPPLY AND PUBLIC WATER WORKS SUPPLY ON HT, (About 70 KW) RAILWAYS FOR TRACTION SUPPLY

(For office use only)

Name of the Sub-Division	_____
Application No.	_____
Date of Receipt	_____

Photo

(To be filled up by applicant in Block letters in ink; strike out whichever is not applicable)

1.	Applicant's Name (In Block letters)		
2.	Father's name / Husband's Name		
3.	Full address of the premises at which supply is required.		
4.	Telephone No. (If any)		
5.	Permanent Address (Residential)		
6.	Bank Account No. (If any)		
7.	Name of the Bank with address		
8.	Ration Card No./Voter Identity Card No. / Pan No. / Driving License No.	Any one	
9.	Details of any other connection in the name of applicant (If any)	Category	
		Account No	
		Address	
10.	Details of any other connection in the same premises (if any)		
11.	If Tenant, Landlord's Name & Address		
12.	Category of Connection [H.T. Industrial & Steel Furnaces/ Bulk Supply/ Bulk Supply (Domestic & Non Domestic above 70 KW), Railways for Traction, Public Water Works]		
13.	Type of Industries		
	A	Seasonal / Non Seasonal	
	B	Polluting / Non Polluting	
14.	Type of Connection (Temporary or Permanent)		
15.	Connected Load / Contract Demand, applied for (in KW / KVA) (Furnish details in table at page -4)		
16.	Voltage at which supply required (400 Volts, 11 KV, 33 KV, 66KV, 132 KV)		
17.	Whether new connection, reconnection or extension/ reduction in load or change of name		
18.	Existing Account No. (If any)		

Date: _____

Signature of applicant

Acknowledgement

Date	Applicant's Name	Category of supply	Application Number: - _____

(Signature of authorized officer)

Instruction to Applicants: -

- Application No. Shall be allotted by the cashier at the time of receipt of Application processing charges.
- Please furnish Installation Test report issued by licensed electrical wiring contractor, after completion of installation giving full details of load / machinery



DECLARATION

I [-----], son/daughter/wife of [-----], resident of [-----]
[-----], (hereinafter referred to as the "Applicant", which term shall mean and include executors, administrators, heirs, successors and assigns), do hereby swear and declare as under:

OR

The [-----], a company incorporated under the provisions of the companies Act – 1956, a sole proprietorship, a partnership, a partnership having its registered office at [-----] (hereinafter referred to as "Applicant", which expression shall unless repugnant to the context or meaning thereof, include its successors and assigns), do hereby swear and declare as under:

1. THAT the applicant is a legal occupant / owner / landlord of the premises at [-----] in support of which the applicant has enclosed a proof of occupancy / owner ship. And,
2. THAT In case of tenant:
 - (i) The Written consent of the Landlord of the Applicant's taking of the said supply is enclosed herewith. Or
 - (ii) The applicant is the lawful occupier of the premises, but has not been possible to obtain consent of landlord and the applicant hereby agrees to keep the supplier indemnified and harmless against all claims made and actions and proceedings initiated by the landlord or any person claiming through or under him by reason of the giving of electric connection by the supplier to the applicant. Indemnity bond duly executed on court paper of Rs. 15/- is attached. And,
3. THAT the applicant has requested the Dakshin Haryana Bijli Vitran Nigam Ltd (DHBVNL)(hereinafter referred to as the "Supplier") to provide a service connection in the above-mentioned premises in the Applicant's name for the purpose mentioned in the application & agreement form. And,
4. THAT the Applicant hereby further agrees and undertakes:
 - (i) The applicant desires to have and agrees to take Electrical supply for the purpose stated in the Application and Agreement form, from the supplier at the premises stated, not exceeding the sanctioned load of the installation. And,
 - (ii) To indemnify the supplier against all proceedings, claims, demands, costs, damages, expenses that supplier may incur by reason of a fresh service connection to the Applicant. And,
 - (iii) That all the electrical work done within its / their premises are as per the Indian Electricity Rules-1956, and indemnify supplier against any loss to the applicant accrued on this account. Further, applicant agrees that if there is any harm / loss to the property of supplier, due to the fault of the electrical network within the premises of the Applicant, all the liabilities shall have to be borne by the applicant. Further, that the lift installed (if applicable) has been inspected and certified by the Lift Inspector and the all the fire safety norms have been complied with and the necessary fire clearance certificate (if applicable) has been issued by the competent authority. The applicant indemnifies the supplier against all proceedings, claims, demands, costs, damages, and expenses that supplier may incur by violation of the above regulations. And,
 - (iv) To accept and abide by all norms, Conditions of Supply, including Schedules of Tariffs, Schedule of General and Miscellaneous Charges, as per the provisions of The Electricity Act-2003 and other applicable laws in force, Rules / Regulations / Orders / Directives / Notification issued and enforced under applicable laws by HERC / CEA / Govt. of India / Govt. of Haryana and any other instructions / circulars issued by supplier / Nigam from time to time, as amended from time to time, for equitable and efficient distribution of electric energy. And,
 - (v) To pay for the said supply in accordance with the relevant applicable Schedule of tariffs and also to pay all such other proper charges (including MMC, if applicable), as may become due, to the supplier, from time to time at rates laid down in the Standard Schedule of General & Miscellaneous Charges prescribed by the supplier. And,
 - (vi) To pay taxes / duties, as may be levied on the sale of electricity to the applicant by the supplier. And,
 - (vii) Require the supplier to supply with the necessary meter/meters on hire in terms of the section-55of the Electricity Act-2003. The applicant agrees to give the Supplier such Meter Security and Monthly Meter service Charges, as may be required for the price of the meter/meters, whenever called upon to do so. In case, meter is not readily available, the applicant may be permitted to arrange own meter of standard specification as approved by the supplier. And,
 - (viii) To be responsible for the safe custody of the meters, CTs, PTs, Cables etc provided by supplier and in case there is any damage to these equipments due to reasons attributable to the applicant, the same shall be chargeable to the Applicant. Further all repercussions, on account of breakage of seals of meters etc, Direct / dishonest/ abstraction of energy shall be to the account of applicant as per the extant rules of supplier. And,
 - (ix) To allow clear and un-encumbered access to the meters for the purpose of meter reading and it's checking. And,
 - (x) That the applicant shall have no objection at any time to the rights of the supplier to supply energy to any other consumer from the service line or apparatus installed on the applicants premises. And,
 - (xi) That the supplier shall not be held responsible for any interruption / diminution of supply beyond its control. And,
 - (xii) That the supply shall be used for the purpose that it has been sanctioned by the supplier and shall not be misused in any way to serve any other purpose.
 - (xiii) That the supply shall not be extended/sublet to any other premises. And,
 - (xiv) That the Applicant's industry/trade has not been declared to be obnoxious, hazardous/ pollutant by any Government agency and that no court orders are being infringed by grant of applied electricity connection at the Applicant's premises. And,
 - (xv) That grant of electricity connection will not confer any legal right for regularization of building/ land use in respect to the electricity connection provided at the Applicant's premises.
 - (xvi) That the supplier shall be at liberty to adjust the electricity consumption charges along with any other charges against the security deposits paid by the Applicant, in the event of termination of agreement or in case of any contractual default.
 - (xvii) To pay any sum which may be found to become payable to Supplier with regards to all liabilities personally as well as by means of both movable and immovable properties. And,
 - (xviii) To deposit additional consumption security / ACD as revised by DHBVNL from time to time as per the prevailing regulations of HERC. And,
 - (xix) That the supplier shall be at liberty to transfer the dues remaining unpaid by the applicant to other service connection (s) that may stand in the Applicants name and recover the same against the Consumption security / ACD. And,
 - (xx) That the applicant would let supplier to disconnect the service connection under reference, in the event of any default, non-compliance of statutory provisions and in the event of legally binding directive by a statutory authority(s)to effect such an order. This shall be without prejudiced to any other rights of supplier including that of getting its payment as on the date of connection. And,
 - (xxi) The applicant is not a defaulter under the jurisdiction of UHBVN and DHBVN. And,
 - (xxii) There is no outstanding defaulting amount against the premises on which the connection is being sought. And,
 - (xxiii) To pay any sum which may be found to become payable to supplier with regards to past dues of supplier of the above premises. And,

¹ Applicable in case of company



(xxiv) That the applicant shall abide by the power cut, restricted/peak load hour's restrictions imposed by the Supplier from time to time. And,
(xxv) All details furnished in this Application and Agreement forms are true to the Applicant's knowledge. If any information is found incorrect / concealed at a later stage, then the supplier will have the right to withhold / disconnect supply without any notice, as the case may be and forfeit the securities deposited with the supplier and the supplier will have right to adjust all dues against the security deposits. And,

The Applicant further agrees that this declaration given by him will be construed as an agreement with the (DHBVNL) / Supplier to the above effect.

Witness

Name _____

Father's name _____

Address _____

Account Number _____

Signature _____

Signature of the Applicant

Name of the applicant



DAKSHIN HARYANA BIJLI VITRAN NIGAM LTD

For office use only

Application No.: _____

Applicant's Name: _____

Father's Name: _____

PAYMENT MADE WITH APPLICATION

Accepted on behalf of the Dakshin Haryana Bijli Vitran Nigam for connected load of _____KW.....KVA at _____voltage level under _____category connection.

Cashier to accept charges on account of the following: -

Date _____

Signature _____

Sr. No.	Item*	Amount (in Rs)
1.	Application Processing Charges	
2.	Consumption Security / ACD	
3.	Meter security (if applicable)	
4.	Meter testing fee (if applicable)	
5.	Service connection Charges	
	Total	

* Strike out which ever is not applicable. Charges, whichever are required to deposited by the applicant along with application as per applicable and prevailing instructions / regulations of Nigam and HERC, are required to accepted]

Received

Rs _____ (Rupees _____)

Vide _____ Receipt

No. _____ Dated _____

Name _____

_____ Designation _____ Signature _____

CERTIFICATE OF SITE VERIFICATION

Certified that I have personally verified the premises of the prospective consumer at his site on which the prospective consumer would be connected.

Name of 11/33 /66/132/220KV feeder _____

Name of Power Transformer _____

Name _____ Designation _____ Signature _____

Date _____



NO DUES CERTIFICATE

Certified that nothing is due against this prospective consumer or against the premises

Name _____ Designation _____ Signaute _____

Date _____ (Stamp)

AUTHORIZATION FOR CONNECTION

Accepted and Sanctioned on behalf of the Dakshin Haryana Bijli Vitran Nigam for connected load of _____ KW with a contract demand of _____ KVA at _____ voltage level for _____ category connection.

Dated _____

Dakshin Haryana Bijli Vitran Nigam

The following charges / additional charges, documents and equipment for release of connection as per site verification be accepted:

(A) Charges: -

Sr. No.	Item*	Amount (in Rs)
1.	Consumption Security / ACD	
2.	Meter security (if applicable)	
3.	Meter testing fee (if applicable)	
4.	Service Connection Charges	
5.		

*Notes: - Strike out whichever is not applicable. Charges, whichever are required to deposited by the applicant after site verification as per applicable and prevailing instructions / regulations of Nigam and HERC, are required to accepted

(B) Documents & Equipments

- (i) Test report
- (ii) Energy Meter (if applicable)

Date _____

SDO 'OP'

Received _____ Rs. _____ (Rupees _____)
Vide _____ Receipt _____ No. _____ Dated: _____
Name _____ Designation _____ Signature _____

Received documents & equipments
Name _____ Designation _____ Signature _____



The Account number allotted to applicant is _____

The service connection order number is _____

Name _____

Signature _____ Date _____

DETAILS OF CALCULATION OF LOAD TO BE FILLED BY APPLICANT (Norms liable to revise from time to time)

Sr. No.	Particulars	No. of points	Total Load (In KW)	For office use only
1	Light Points (40 watt each)			
2	Fan Points (60 watt each)			
3	Wall socket (5 Amp) (6 sockets or part thereof=40 watts)			
4	Wall Socket (15 A) (6 sockets or part thereof =1KW)			
5	Rose Outlets for light Point (i) For DS: - 1 to 5 rose outlets (40 watts); 6 to 10 rose outlets (2 x 40 watts) (ii) For NDS: - 40 watt for each rose outlet			
6	Air Conditioners through wall socket (take actual load as per capacity)			
7	Geysers through wall socket (take actual load as per capacity)			
8	Details of other industrial load (may attach separate sheet)			
	Total			



AGREEMENT FOR SUPPLY OF ELECTRIC POWER

Terms and conditions of Supply applicable to consumers in the State other than Distributing Licenses.

In exercise of powers conferred under Reform Act – 1997, Companies Act – 1956, HERC approval and provision contained in the Electricity Act – 2003 and all other enabling provisions in this behalf, the Dakshin Haryana Bijli Vitran Nigam Ltd., prescribes the following terms and conditions and procedure in regard to supply of electricity to its consumers:

1. Definitions:

In these terms and conditions of supply unless the context otherwise provides.

- a) The Act means The Electricity Act, 2003 enacted by the Central Govt.
- b) 'Nigam' means Dakshin Haryana Bijli Vitran Nigam, Registered under Companies Act-1956 (as amended from time to time) and shall include its successors and assignees.
- c) 'Consumers' means any person who is supplied with energy by the Nigam or whose premises are for the time being connected for the purpose of supply with the work of the Nigam.
- d) connected load means the sum of the rated capacities of all the energy consuming apparatus in the consumer's installation, which can be operated simultaneously.
- e) Contract Demand mean the maximum demand agreed to between the consumer and the Nigam.
- f) Date of presentation shall mean the second day after the date of any bill rendered by the Nigam.
- g) Industrial supply shall mean Power supply used for industrial purposes.
- h) 'Demand Charge's shall mean the amount chargeable per month in respect of Nigam 's readiness to serve the consumer irrespective of whether he consumes any energy or not, and is based upon the connected load, the maximum demand or the contract demand, as case may be and as prescribed in the relevant schedule of tariff.
- i) 'Energy Charges' shall mean the charges for energy actually taken by the consumer and is applicable to the units consumed by him in any month. This is in addition to any demand charges, if applicable.
- j) 'Month' shall mean the calendar month.



- k) 'Power Factor' shall mean the ratio expressed as a percentage of the kilowatt to the kilovolt amperes supplied during any period to be rounded off up to two decimal points.
- l) The 'Rules' shall mean the Indian Electricity Rules, 1956, as amended from time to time. Other words, expressions and phrases shall have the meaning respectively assigned to them in the Electricity Act – 2003 as amended from time to time.
- m) **Electricity:** Electricity means electrical energy- generated, transmitted, supplied or traded for any purpose; or used for any purpose.
- n) **Electricity Supply:** - Means the sale of electricity supply to a consumer.
- o) **Electric line:** Electric line means any line, which is used for carrying electricity for any purpose and includes: -
- (a) Any support for any such line, that is to say, any structure, tower, pole or other thing in, on by or from which any such line is, or may be supported, carried or suspended; and
 - (b) Any apparatus connected to any such line for the purpose of carrying electricity;
- p) **Mains:** Means any electric supply line through which electricity is, or is intended to be supplied,
- q) **Service line:**
- r) Means any electric supply line through which electricity is, or is intended to be, supplied to a single consumer either from a distributing main or immediately from the **Distribution Licensee's premises**; or from a distributing main to a group of consumers on the same premises or on contiguous premises supplied from the same point of the distributing main.
- s) **Extra High Tension/Extra High Voltage:**
Means the voltage exceeding 33000 volts under normal conditions;
- t) **High Tension/High Voltage:**
- u) Means the voltage exceeding 440 Volts but not exceeding 33000 volts under normal conditions.
- v) **Electrical Inspector:** Electrical Inspector means a person appointed as such by the Government of Haryana and also include Chief Electrical Inspector.
- w) **State Commission:** State Commission means the Haryana Electricity Regulatory Commission Panchkula.
- x) **Premises:** Premises means the area / portion of the building, shed, field etc., for which Electricity has been supplied for or sanctioned for a single consumer.
- y) **A&A Form:** Application and agreement form, which is required to be filled for applying for new connection.

- z) **Agreement:** Means an agreement specifying in the conditions of supply approved by the commission (HERC) and entered into by the licensee (DHBVN) and consumers for the services including supply of electricity by the licensee (DHBVN) to such consumers.
- aa) **Load factor:-** It is defined as to be average utilization of an electric load or working of an apparatus and indicates the percentage of the time for which the load is utilized.
- bb) **Billing Period :** Means the period between two consecutive meter-reading dates.
- cc) **Un authorized use of electricity:** Means the usage of electricity:-
- (i) by any artificial means
 - (ii) by a means not authorized by the concerned person or authority or Nigam.
 - (iii) through a tampered meter
 - (iv) for the purpose other than for which the usage of electricity was authorized

Theft Of Electricity :- Whoever, dishonestly –

- I. taps, makes or causes to be made any connection with overhead, underground or under water lines or cables, or service wires, or service facilities of the Nigam, so as to abstract or consume or use electricity; or,
- II. tampers a meter, installs or uses a tampered meter, current reversing transformer, loop connection or any other device or method which interferes with accurate or proper registration, calibration or metering of electric current or otherwise results in a manner whereby electricity is stolen or wasted, so as to abstract or consume or use electricity; or,
- III. Damages or destroys an electronic meter, apparatus, equipment or wire or causes or allows any of them to be so damaged or destroyed as to interfere with the proper or accurate metering of electricity, so as to abstract or consume or use electricity;

PROVIDED FURTHER that if it is proved that any artificial means or means not authorized by the Board or licensee exist for the abstraction, consumption or use of electricity by the consumer, it shall be presumed, until the contrary is proved, that any abstraction, consumption or use of electricity has been dishonestly caused by such consumer.

- dd) **Inspecting Officer:-** The officer/ official authorized by the Govt. / Nigam / licensee to enter the premises of consumer for inspection of the installation.
- ee) **Assessing Officer:** Means an officer of State Government or Nigam or licensee, as the case may be, designated as such by the State Government.



- ff) **Assessment:-** The amount assessed by the assessing officer for the unauthorized use/theft of electricity by the consumer.
- gg) **Appellate Authority:** Means the authority to whom a consumer aggrieved by final order of assessment made by Assessing officer for unauthorized use/theft of electricity can make appeal.

2. Application and Agreement for supply.:

Application for a supply shall be made on the Nigam's appropriate application and agreement form.

3. Acceptance of Application and Agreement Form:

Acceptance of application and other formalities required to be completed by the consumer shall be communicated to the consumer in the prescribed form.

4. Minimum Consumption Guarantee (MCG) deleted.

5. Point of supply (single Point Delivery) :

- a) The Nigam shall give the supply to the consumer at one point, as the Nigam may decide and all substations, switch house etc. on the consumer's premises for the reception of the Nigam's apparatus, shall be erected to the approval of the Nigam at the expenses of the applicant and shall be maintained in good and efficient condition by the applicant.
- b) The Nigam reserves the right to use such substations, switch houses, etc. for supply to other premises or work in the neighborhood, provided that the consumer's supply be not thereby effected.
- c) In the event of the consumer discontinuing to take supply and getting his premises disconnected permanently, the Nigam shall have the right to continue using the substations, switch houses etc. for two years without the payment of any rent and there after, with the consent of the consumer, at a rent as may be mutually agreed upon.

6. Inspection and Testing of Consumer's installation.

- a) When the installation of any applicant has been completed and tested by his wiring contractor, the applicant or his wiring contractor shall give the Nigam 48 hours notice to that effect upon the 'Wiring Contractor's completion and test Report' (a copy of which form will be supplied by the Nigam on request) accompanied by a plan of the said installation.
- b) The Nigam is not responsible for the execution of any work on the applicants premises other than that done by persons duly authorized by the Nigam, the inspection and testing, of the applicant's installation



being only for the purpose of protecting the Nigam's supply System and the Nigam's supply to other consumers.

- c) Where an installation is already connected to the supply system of the Nigam every such installation shall be periodically inspected and tested at intervals not exceeding five year by the Nigam Electrical Inspector, The consumer shall pay to the Nigam such fee as may be prescribed by the State Government for carrying out such inspection and test of his installation.

Notwithstanding the above, the consumer shall at all times be only responsible for the maintenance of his installation in such condition as is free from danger.

7. Approval for the Consumer's Installation:

Before any wiring or apparatus is connected to the Nigam's supply lines, the same shall be subject to the inspection and approval of the Nigam and no connection shall be made to the Nigam supply lines by any person other than an authorized representative of the Nigam.

The charges for inspecting and testing consumers installation shall be as prescribed in the schedule of general charges.

8. Wiring Conditions:

- a) The wiring and apparatus comprising the consumer's installation must always be in good order and condition, so as not to effect injuriously Nigam's work or the use energy by other consumers.
- b) The wiring shall conform with the rules of the particular Fire Insurance Company in which the building on the consumer's premises may be insured, (if this is insured) and the with such wiring regulations of the Nigam as be in force from time to time.
- c) Till such time the Nigam frames its own wiring regulations, the wiring rules of the institution of Electrical Engineers and the specification for Electrical works in Government buildings in Haryana, issued by the Haryana Government, and also those specified in Indian Standards institute are recommended for adoption.
- d) The consumer must in all cases provide linked quick break main switches and a main fuse on each pole, other than the earthed neutral which must be placed within three feet of Nigam's meter or in such other position as shall be approved by the Nigam.
- e) Motors of rated capacity not exceeding 4 kilowatts must be started direct from the consumer's mains by means of linked pole switches, but all motors of greater rated capacity must be provided with a starting to be approved by the Nigam.



- f) All motors of a rated capacity exceeding 4 kilowatts must be provided by the consumer with over load and no volt release gear which must at all times be maintained in perfect working order.
- g) Motors of a rated capacity exceeding 4 kilowatts but not exceeding 50 kilowatts may be of squirrel cage type but the starting device shall be designed to keep the starting current within twice the full load current.
- h) Where wiring for Motors is in conduit, all phase wire must be run bunched in a single metallic conduit which must be efficiently earthed throughout and connected to the frame of the Motor. The earth wire must be smaller than the equivalent of 8 SWG copper.
- i) No Electrical installation work (including additions alterations, repairs, adjustment of existing installation) except such replacement of lamps, fans, fuse switches, low voltage domestic appliances and fittings as in no way alter the capacity and character of installation shall be carried out upon the premises on behalf of any consumer or owner except by an electric contractor licensed by Chief Electrical Inspector and under the direct supervision of a person holding certificate of competency issued by the Inspector.

9. Power Factor :

- a) The power factor at any point of supply must not be less than 90 percent and in the event of said power factor being found to be less than 90 percent, the consumer shall be liable to have his installation disconnected from the Nigam's supply system until power factor has been brought up to 90 percent by method approved by the Nigam.
- b) "Without prejudice to clause (a) above the (Sub) Divisional officer concerned may serve a notice of two months on the consumers asking them to install the necessary capacitors for improving and maintaining the requisite power factor. In case the consumer concerned fails to install this within the stipulated period of two months, the connection will be disconnected within one week of expiry of notice".
- c) If the consumer complies with the instruction within one month of disconnection, reconnection be done otherwise the case be treated as new connection.
- d) The monthly average power factor of the plant and apparatus installed by the consumer shall not be less than 90% lagging. In case the monthly average power factor falls below 90% lagging, the consumer shall have to pay a surcharge of 1% of SOP charges for every 1% decrease in the power factor upto 80% and 2% of SOP charges for every 1% decrease in power Factor below 80%.

Rebate of 0.5% on SOP will be allowed for every 1% increase in Power factor above 90%.

- e) The rebate/ surcharge on account of power factor being higher/ lower than the 90% is also applicable where the consumer is billed on MMC basis. In such case, the rebate/ surcharge shall be allowed/ levied on actual SOP charges and shall be deducted/ added to the monthly minimum charges in case a consumer is billed on MMC basis.

10. Extensions to consumer's installation (s).

- a) The consumer's authorized installation shall consist of energy consuming apparatus (i.e. motors, lamps fans etc.) to the Nigam's system wholly or partly out of that stated in the application. The Nigam must be notified in writing of any changes being made in the wiring and the notice must be accompanied by a wiring contractor's test report in the prescribed form. No extension in load shall be carried out by the consumer without prior approval of the Nigam in wiring obtained after submitting an application on the prescribed form.
- b) In the event of any unauthorised extension, having been made to the installation or of any increase in maximum demand, the Nigam shall be entitled to disconnect the consumer's premises from the Nigam's system and in the event of any damage to the Nigam's system resulting from such unauthorised extension, the consumer shall pay to the Nigam all expenses on account of and connected with such damage as determined by the Nigam.
- c) If any HT consumer (except DS & NDS Category) exceeds his contract demand by more than 5%, he will be liable to pay a surcharge of 25% on the bill of SOP/MMC relating to that month without prejudice to this right, the Nigam may also recover damage charges for all damages occurred to its equipment and machinery on this account and may also cause the service of the consumer to be disconnected.
- d) If any consumer taking industrial supply changes his industry even though his connected load remains the same, he will intimate such change to the Nigam.

11. Defects in consumer's installation:

In the event of any defects being discovered in the consumer's wiring or apparatus connected to the Nigam's supply lines, or of any earth leakage occurring on any section of the circuits so connected, the consumer, in the absence of any of the Nigam's authorised employees, shall immediately disconnect such part of the wiring or apparatus from the circuit and notify the Nigam and the Nigam shall reserve the right to disconnect at any time such section from the supply systems. The current carrying capacity of the main fuses on the consumer's premises must at all times be less than that of the main fuses of the Nigam.



12. Service connection.

Service lines shall be laid by the Nigam from any of the Nigam's distributing supply lines, and the consumer would have to pay fixed service connection charges as prescribed in the schedule of general charges.

Notwithstanding that the cost of the whole or part of the service line may have been paid for by the consumer the whole of the service line, together with any wires, meters and other apparatus belonging to the Nigam on the consumer's premises shall be and remain the property of the Nigam and shall be maintained by the Nigam.

13. Change in position of Service line:

If a consumer desires to have the position of existing service line altered, he will, should the Nigam agree, pay to the Nigam the cost of additional material used and Labour employed plus 10% departmental charges and the Nigam will carry out the work.

14. Meter:

a) A correct meter shall be installed, sealed, maintained by the Nigam at each point of supply outside the premises of the consumer, and shall be and remain the property of the Nigam. The Nigam reserves to itself the right to fix the position of the said meter.

In order to safeguard against pilferage of energy

- 1) An exclusive meter room be provided for metering equipment for industrial CT-PT operated connections at the main entrance gate of the premises and in no case facility for dummy gate should be allowed. Also, there should be only one entrance door towards the roadside in the metering room and may have entry from inside the factory for security / safety of metering equipment. But a window of 3' x 3' fitted with glass and iron grill be put on the road side wall of the metering room at a proper height to have a clear view of the metering equipment by the checking party from the road side at any point of time.
- 2) Provision of two separate locks one each for consumer and Nigam be there and meter room be opened in the presence of consumer/authorized representative only. The metering room keys should always be made available to checking agency without any excuses.
- 3) in case the consumer had earlier been found indulging in theft of energy or there is reasonable apprehension about indulging in theft of energy the meter room be further sealed with red shellac.

- b) The consumer may, if he so elects, purchase his own meter (duly tested at the Nigam's Laboratory or tested by the Chief Electrical Inspector) to be installed, which will be sealed by the Nigam.
- c) The said meter, whether belonging to Nigam or consumer's property shall not be connected, disconnected and unsealed by any person other than Nigam's authorised employee. The consumer shall also use all reasonable means in his power to ensure that no such seal is broken otherwise than by a representative of the Nigam.
- d) Should the consumer requires the said meter to be removed or its position changes, he shall give notice to that effect in writing to the Nigam, and the Nigam shall comply with such notice subject to the consumer paying the charges prescribed in the schedule of General Charges in advance.
- e) Should the consumer disputes the accuracy of the said meter, he may upon giving notice in writing to the Nigam and paying in advance the prescribed fee as mentioned in the Schedule of General Charges, cause a test of the meter to be made by the Nigam, and if no such test being made the meter should prove to be not correct, as provided by the rules under the Act, the Nigam shall refund charges of such test and shall adjust the consumer's account as may be required with retrospective effect for a period not exceeding six months immediately preceding the date of such test or the date of removal of such meter for purpose of test. Should the meter prove, to be correct as prescribed by the Rules under The Act, the amount paid by the consumer for the test will stand forfeited.
- f) Should the Nigam at any time, detect the meter at a consumer's premises to be incorrect, the Nigam shall cause a test of the said meter carried out, and should the meter prove to be not correct, the consumer's account will be adjusted, as described above in sub clause (e) if, however, the meter happens to be consumer's own property, the consumer will pay to the Nigam, the expenses of the test.
- g) Where any difference or dispute arises as to whether any meter is correct or not correct, the matter shall be decided upon the application by either party by the Chief Electrical Inspector under section (26) (6) of the Indian Electricity Act 1910 as amended as well as provisions contained in The Electricity Act – 2003, and if in his opinion the meter is not correct, the Chief Electrical Inspector shall estimates the amount of adjustment to be carried out in consumer's account for a period not exceeding six months preceding the date of test.

Provided that before the Nigam or a consumer applies to Chief Electrical Inspector, he shall give to the other party not less than seven days notice of his intention to do so.

h) Subject to the provisions of sub-clause of (e), (f) and (g) above the supply taken by the consumer as measured by the said meter shall be deemed to be correct and binding on the consumer.

“Should the Nigam at any time detect the meter at a consumer premises to be in-operative (or the consumer so informs the Nigam) it shall be replaced with a correct meter. The electricity supplied to the consumer during the period in which the said meter had ceased to function shall be determined by taking average consumption of the last 3 or 6 months preceding the period in which meter had ceased to function, or the averages of the corresponding months of the preceding year, which-ever seems to be comparable.

Provided that if the said meter ceased to function within the first three months of commencement or resumption of supply the average of the Electricity Supply during the three months subsequent to the replacement of the said meter by correct meter shall be taken”.

15. Replacement of Nigam’s main Fuses Deleted.

16. Liability of the consumer for damage to the Nigam’s apparatus:

The consumer shall be solely responsible for and shall, as determined by the Nigam, pay for any loss of or damages, to any supply lines, meters and or other apparatus belonging to the Nigam on the premises of the consumer, whether caused maliciously or through culpable negligence or default on that part of the consumer or any of his employees except arising out of force majeure acts of God, also excepting reasonable wear and tear and loss or damage arising out of the defects in the aforesaid supply lines, meter and or other apparatus belonging to the Nigam on the premises of the consumer.

Provided that not withstanding anything contained in this clause and without prejudice to any prosecution under rule 138 of the Indian Electricity Rules, 1956 and provisions contained in The Electricity Act – 2003 or any statutory modification thereof, the liability of the consumer for the cost of re-sealing any meter or other apparatus belonging to the Nigam on the consumer ‘s premises shall be as prescribed in the Schedule of General Charges.

17. Prejudicial use of supply:

a) The consumer shall not keep connected to the Nigam’s supply system any apparatus which the Nigam may deem to be likely to interfere with or effect injuriously the Nigam’s supply to other consumers.



- b) The consumer shall not, except to the extent herein prescribed keep unbalanced the loading on the three phases of the supply taken by him from the Nigam the maximum permissible difference in current between any two phases being 5 percent.
- c) The consumer shall not make such use of the supply given to him by the Nigam as to interfere with the safety or efficient working of the Nigam's supply lines or other works, or to act prejudicially to the Nigam in any manner whatsoever.

18. Discontinuance of supply:

a) The Nigam reserves the right to discontinue supply to a consumer on 24 hours notice in writing if there is reason to believe that the consumer is contravening any of the provisions of the act or of these conditions of supply or committing a breach of his agreement with the Nigam or in the event of the consumer's bankruptcy or the execution of any assignment for the benefit of the consumer's creditors, if the consumer is a limited company in the event of compulsory or voluntary liquidation.

b) **Theft of Energy:** In case any authorized representative of the Nigam detects any unauthorized use / Theft of Electricity on the premises of any consumer, his premises are liable to be disconnected immediately without any notice.

19. Notice by consumer to disconnect Supply:

In the event of a consumer desiring to have his premises disconnected, whether permanently or temporarily, or desiring to vacate or lease his premises he shall give the Nigam 7 days notice in writing of his intention to do so, together with an opportunity for disconnecting the said premises and or reading the meter or meters, failing such notice he shall be and remain liable for all charges in respect of energy consumed upon the said premises and for all other charges which may become due to the Nigam in respect of the said premises, until such date as notice in writing of vacation or leasing has been received by the Nigam.

20. Failure of Supply:

The Nigam shall not be liable for any claims for loss, damage or compensation whatsoever, arising out of failure / shortage of the supply when such failure or shortage is due either directly or indirectly to war, mutiny, civil commotion, riot, strike, lock out, fire, flood, tempest, lightning, earthquakes or other force majeure, causes or occurrences beyond the control of the Nigam.

21. Change of consumer:

When any person occupies any premise previously occupied by a consumer and desires to be supplied with energy, he shall, as if he were



original applicant, enter into an agreement with the Nigam and shall be required to furnish security / other charges / documents to the Nigam, as prescribed in these conditions of supply and his installation shall be re-rated by the Nigam so that the said person may not be held responsible for any alteration in the connected load which may have been effected by the previous consumer without the authority of the Nigam:-

22. Consumption Security / Meter Security

a) Before commencing or resuming supply to a consumer, he shall be required to lodge consumption security / meter security as per rates prescribed hereunder :-

Sr. No	Description	Consumption Security (Rs. Per KW or part thereof)	Security for meter
1.	Domestic Supply	Rs. 500 /-	HT Electronic Trivector Meter Rs 40000/-
2.	Non Domestic Supply	Rs. 1000/-	HT Electronic Trivector Meter Rs 40000/
3.	HT Industrial supply	Rs.750/-	HT Electronic Trivector Meter Rs 40000/-
4.	Bulk Supply	Rs. 1000 /-	HT Electronic Trivector Meter Rs 40000/
5.	Street Light Supply	Rs. 2000 /-	HT Electronic Trivector Meter Rs 40000/
6.	Railway	Rs. 1500 /-	HT Electronic Trivector Meter Rs 40000/
7.	Public Water Works	Rs. 1500 /-	HT Electronic Trivector Meter Rs 40000/

- (b) The Nigam will be at liberty at any time to demand further security consumption from consumers who have habitually defaulted in making payments of their monthly dues.
- (c) **The Nigam may enhance Consumption Security depending upon the revision of tariff/SOP charges from time to time, as per HERC orders / Regulations.**

23. Charges for supply:

The methods of charging for supply given to a particular class of consumer by the Nigam and the conditions attached thereto shall be those prescribed for particular supply in the schedule of tariff, which may be amended from time to time.

24. Bills:

The Nigam shall render bills to the consumers monthly, and payment which must include bank charges(if any), shall be due on demand.

If the bill is not paid in full within 10 days in case of monthly billing, and 17 days in case of bi-monthly billing after the date of presentation, the consumer upon the Nigam giving him seven days notice in writing of its intention to disconnect, shall be liable to have his premises disconnected by the Nigam, without prejudice to Nigam's right to recover the amount of the bill as arrears of land revenue under the Haryana Govt. Electrical Undertakings (Dues Recovery) Act, 1970. Should the premises be so disconnected, connection shall not be restored by the Nigam, until full settlement shall have been made by the consumer of all outstanding dues and of the charges for reconnection of supply prescribed in the schedule of General Charges.

24 A. Liability for Unauthorized use/ Theft of Electricity.

For any act of unauthorized use of electricity or theft of electricity, a consumer shall be liable for various penalties as prescribed by the Nigam from time to time without prejudice to his liability for prosecution for any offence constituted by the Electricity Act – 2003.

25. Right of way

The consumer shall provide the Nigam free of charge and rent with the rights of way in, through or over any land under his control and jurisdiction as may be required by the Nigam in connection with the provision maintenance of service lines to the premises of the consumer and subject to the provision contained in the Electricity Act- 2003, to the premises of any other consumer.

26 Access of the consumer Premises.

The duly authorised employees of the Nigam shall be entitled at all reasonable times to enter the premises of the consumer for the purpose of inspection and testing the consumer's installation and of reading meters and inspecting and testing any apparatus belonging to the Nigam on the consumer's premises or for doing all things necessary or incidental to the proper giving or maintaining supply to the consumer.

27 Assignment or Transfer Agreement:

The consumer shall not without previous consent in writing of the Nigam assign, transfer or part with the benefit of his agreement with the Nigam nor shall be the consumer in any manner part with or create any partial or separate interest there under.



28. Service of Notice:

- a) Any notice by the Nigam to the consumer shall be deemed to be duly given, if served in writing addressed to the consumer delivered by hand at or sent by registered post to the address specified in the consumer's application or as subsequently notified to the Nigam.
- b) Any notice by the consumer to the Nigam shall be deemed to be duly given, if served in writing addressed to the Nigam and delivered by hand at or sent by registered post to the local registered office of the Nigam.

29. Disputes:

Every disputes, difference, question, matter or claim arising out of or concerning or relating to the supply of electricity between the Nigam and the consumer shall be referred to the sole Arbitrator of the Nigam or his nominee not below the rank of the Superintending Engineer. The decision of the Arbitrator shall be final and binding on the consumer and the Nigam.

Provisions of the Arbitration Act, 1995 and the Rules there under shall apply to any such reference. This is without prejudice the right of the Nigam to effect recovery of the arrears of dues (disputed or other-wise under the Haryana Govt. Electrical Undertakings (Dues Recovery) Act, 1970.

The above clause as per provision of Electricity Act – 2003 and agreement to the same shall be absolute as per Indian contract Act.

29 A. Establishment of Forum for redressal of grievances of consumers.

As per the guidelines contained in HERC regulation No.2/2004 circulated vide Sales Circular No.D-18/2006 dated 8.5.2006, Nodal Officer has been designated by the Nigam, who would convene & co-ordinate with the Forum for redressal of grievances of the consumers. A complainant can file complaint to the Forum on prescribed form after exhausting the channel of redressal of grievances contained in Complaint Handling Procedure relating to the Nigam, provided the complaint does not pertain to the same subject matter for which any proceedings before any court is pending or a decree or award or a final order has already been passed by any competent court.



As per HERC regulation, the Forum shall take up any kind of grievances / complaints except the complaint pertaining to:-

- a) Unauthorized use of electricity as defined under explanation to section 126 of the Act.
- b) Offences and penalties as specified under section 135 to 139 of the Act.
- c) Accidents & inquiries as specified under section 161 of the act.

30 Interpretation

The conditions shall be subject to the Act and nothing in these, conditions shall abridge or prejudice the rights of the Nigam or consumer under the Act or any Rules thereunder and The Electricity Act- 2003.

31. Rights of Nigam to Revise Schedules of Tariff and Conditions of Supply:

Subject to clause 30 above the Nigam reserves the right at any time to amend, cancel or add to any of these Schedules and conditions.

32. Saving & Effect on the old Abridged Conditions:

Nothing in these conditions shall be deemed to effect the old Abridged Conditions of Supply in their Application to the old consumers except to the extent that these are in consistent with the old conditions or to the extent of their amendment addition and alterations.

To remove any doubt, the old Abridged Conditions of Supply shall stand substituted and added to by these conditions to the extent the later are-in-consistent with the former.

RESOLUTION

Abstract of the Resolution passed at the meeting of the board of
Directors of M/s _____
_____ held on
at _____

“Resolved that Shri _____ S/O _____ working as _____ (_____ status) in the company is hereby authorized to prepare and file application and execute agreement with the Dakshin Haryana Bijli Vitran Nigam for sanction of load and contract demand. Shri _____ is further empowered by the directors to represent the company before any officers of the Nigam to sign and verify all the legal documents, undertakings, agreement that may be required under the rules. All such acts deeds found by him amounts to have been done by the Company.

Name of the director(S)
Who were present in the meeting

1. _____
2. _____
3. _____
4. _____

Attested signature of authorized
Person

1. _____
2. _____
3. _____

Certified that extract of the minutes of the meeting are true copy of resolution
passed by the Board of Directors.

Company's Secretary with Name

Attestation by the
Officer concerned

Note:- In case the applicant is a Limited Company, Resolution is to be supplied and in case applicant being an individual or partnership firm, Power of attorney is to be supplied.



UNDERTAKING

That we hereby abide by the rights of the Dakshin Haryana Bijli Vitran Nigam to impose restrictions on Electricity supply as and when system so warrants. That further, we will not claim any relief/damage on account of restrictions on power supply/low voltage/low frequency beyond the control of the Dakshin Haryana Bijli Vitran Nigam.

Signature of consumer

Dated:



INDEMNITY BOND

Know all men by these present that I _____ son of _____ resident of _____ (hereinafter called the "Principal Party") and Shri _____ son, of _____ resident of _____ and Shri _____ son of _____ resident of _____ sureties on behalf of the Principal Party do hereby jointly and severally bind ourselves and our respective heirs, executors, administrators and legal representatives to indemnify to the DHBVNL (hereinafter called the Nigam,, which expression shall include its successors and assigns) on demand the entire cost and damages in respect of all actions, proceedings or any damages claimed or to be claimed against the Nigam by any person including the landlord Sh. _____ son of _____ (name of the landlord) or any persons claiming through or under him at any stage by reason of giving of the electric connection by the Nigam to the Principal party.

Dated this day the _____ of _____ two thousand and _____.

Whereas the above bounden principal party, namely, Sh. _____ has applied for an industrial connection in the premises of his workshop known as _____/

And whereas the principal party is the lawful occupier of premises but it has not been possible for him to obtain the consent of his landlord for the installation of the above said industrial connection.

And whereas the connection has been sanctioned to him, the principal party subject to his furnishing an indemnity bond in favour of the Nigam indemnifying the Nigam against all actions , proceedings or damages claimed or to be claimed against the Nigam or any person claiming through or under him at any stage by reason of giving of the eclectic connection by the Nigam to the Principal party.

And whereas the principal party has agreed to execute such a bond in favour of the Nigam as desired by it.



Now, therefore, this agreement witnesses that the Principal party agrees and covenants with the said Nigam that the Principal party does indemnify and shall hereafter keep indemnified the said Nigam against all actions, proceedings or damages claimed or that may be claimed against the Nigam by any person including the landlord_____ son of _____ or any person claiming through or under him at any stage by reason of giving of the electric connection by the Nigam to the principal party.

1. And the principal party, his heirs, executors and successors hereby covenant with the Nigam and its successors in interest that the above said bounden Principal Party shall on demand pay to the Nigam all such sum or sums of money for which the Nigam shall incur liability or which it shall rightfully pay by reason of or in consequences of the aforesaid connection now being given to the above bounden Principal Party and that on his failure to do so the Nigam shall have the power to realize the same from the above said bounden Principal Party and this property of all types by private negotiations or by court proceedings.
2. And upon the above bounden Principal party Sh._____ and Sh._____ and/or Shri_____ the sureties aforesaid making up/paying such damages/cost to the Nigam the above written obligation shall be void and of no effect otherwise it shall be and remain in full force and virtue.
3. Provided always that the liability of the sureties hereunder shall not be impaired or discharged by reason of time being granted or by forbearances, act or omission of the Nigam or any person authorized by it (whether with or without consent or knowledge of the sureties) nor shall it be necessary for the Nigam to sue the said bounden principal party before suing the above bounden sureties Sh._____ and Sh._____ opr any of them for amounts/damages due hereunder.

Signature of consumer

Dated_____

Signature of sureties:-

1. _____

2) _____

Witness:-



Check List for Consumer

- i) In A&A Form the two No. witnesses should be consumers of the Nigam preferably
- ii) The authorized signatory should append his signature on the official seal of the firm.
- iii) The demand draft should be payable at the Headquarter of the Sub-division concerned.
- iv) The metering room in the lay out of the factory premises should be at the entrance of the factory.

Please check the following documents.

- a) A&A Form (Please affix latest – photograph of applicant or authorized signatory)
- b) Power of attorney
- c) Proof regarding age of applicant or authorized signatory
- d) Lay out plan and proof of ownership.
- e) Undertaking regarding supply of material.
- f) Affidavit regarding restricted power supply.

**Conservation of Electricity
is
Generation of electricity without cost**

**Please conserve Electricity
Use CFL Tube**

