

BIHAR STATE ELECTRICITY BOARD



तमसो मा ज्योतिर्गमय

बिहार राज्य विद्युत बोर्ड

STANDING ORDERS

VOLUME III

(1975 TO 1987)

FOREWORD

With a view to making Board's important decisions handy for ready reference, the Standing Orders issued by the Board from 1958 to 1975 (part) were compiled and published in two volumes. No further publication of the Standing orders issued onwards could be undertaken due to various reasons.

A third volume is being published which contains the Standing orders issued from 1975 (part) till date. Even-though efforts have been made to make this publication as exhaustive as possible, it is just possible that some of the important Standing Orders have not been incorporated. I shall be grateful if such instances are brought to our notice.

I hope this volume will be useful for the employees of the Board.

Patna, August 12-1987.

N. K. Pandey
Secretary
Bihar State Electricity Board.

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बिहार राज्य विद्युत बोर्ड, पटना

स्थायी आदेश संख्या 6/चप-390/75-493 वि० बोर्ड.

पटना, दिनांक 13-12-75

कार्यालय चपरासियों को कार्यालय से रोस्टर द्यूटी में जाने की सूचना प्रशाखा प्रभारी को देकर ही रोस्टर द्यूटी में जाने का आदेश दिया जाता है।

शिव प्रिय
संयुक्त सचिव।

ज्ञापक 1675 वि० बोर्ड,

पटना, दिनांक 13-12-75

प्रति सभी महाप्रबन्धक-सह-मुख्य अभियन्ता/सभी मुख्य अभियन्ता/अपर आरक्षी महानिरीक्षक (सुरक्षा एवं निगरानी)/कामिक निदेशक/लेखा निदेशक/सभी अवर सचिव/सभी प्रशासी पदाधिकारी/उप लेखा निदेशक (सचिवालय)/लेखा पदाधिकारी (सुरक्षा)/सभी अधीक्षक (निर्गम)/सभी प्रशाखा पदाधिकारी/सभी लेखापाल/सभी प्रधान टंकक/सभी चपरासी, बिहार राज्य विद्युत बोर्ड, पटना को सूचनार्थ दी जाती है।

शिव प्रिय
संयुक्त सचिव।

बिहार राज्य विद्युत बोर्ड, पटना ।
(कार्मिक विभाग)

स्थायी आदेश सं० 21 जा 4-5010/15-494/वि० बोर्ड,

दिनांक 26-12-75

अनुसूचित जाति एवं अनुसूचित जनजाति के उम्मीदवारों की नियुक्ति तथा प्रोन्नति में समुचित प्रतिनिधित्व प्रदान करने के लिए राज्य सरकार द्वारा समय-समय पर जारी किए गये विभिन्न आदेशों को ध्यान में रखते हुए बिहार राज्य विद्युत बोर्ड ने अपने संकल्प संख्या 3504 दिनांक 9. 12. 75 के द्वारा यह निर्णय लिया है कि अनुसूचित जाति एवं अनुसूचित जनजाति के उम्मीदवारों को नियुक्ति एवं प्रोन्नति सम्बन्धी मामलों में निम्नलिखित अनुदेशों को सम्यक् रूपेण पालन करने में किसी तरह की शिथिलता न बरती जाए—

1. अनुसूचित जातियों एवं जन-जातियों के लिए आरक्षण का प्रतिशत ।

जिन सेवाओं में और जिन पदों पर राज्य स्तर पर सीधी भरती द्वारा नियुक्तियाँ की जाती हैं, उनमें 14 प्रतिशत रिक्तियाँ अनुसूचित जातियों के लिए और 10 प्रतिशत रिक्तियाँ अनुसूचित जन-जातियों के लिए आरक्षित रखी जाएगी ।

विवरणी-1 में राज्य के प्रमंडलों और जिलों में क्रमशः अनुसूचित जातियों और अनुसूचित जनजातियों के लिए आरक्षणीय रिक्तियों का प्रतिशत बतलाया गया है ।

जवतक अनुसूचित जातियों और अनुसूचित जन-जातियों के सदस्यों का अनुपात श्रेणी 3 और 4 के सेवा संवर्ग में निर्धारित प्रतिशत के अनुसार नहीं हो जाता, तबतक उनके लिए तृतीय एवं चतुर्थवर्गीय सेवा पदों में निम्न रूप से 50 प्रतिशत स्थान आरक्षित रहेंगे ।

(क) श्रेणी 3 एवं 4 के ऐसे पदों और सेवाओं में जिनमें राज्य स्तर पर भरती की जाती है, 30 प्रतिशत रिक्तियाँ अनुसूचित जातियों के लिए और 20 प्रतिशत रिक्तियाँ अनुसूचित जन-जातियों के लिए आरक्षित रखी जाएगी ।

(ख) क्षेत्रीय या स्थानीय संवर्गों, स्थापनाओं और कार्यालयों में श्रेणी 3 एवं 4 के पदों की रिक्तियों में अनुसूचित जातियों और अनुसूचित जन-जातियों के सदस्यों के लिए विवरणी-2 में बतलाए गए प्रतिशत के अनुसार आरक्षण रहेगा ।

राजपतित वर्ग-1 एवं 2 में भी 35 प्रतिशत एवं 20 प्रतिशत पदों को आरक्षित रखा जायगा ।

यदि किसी विशेष अवसर पर एक ही रिक्त हो तो उसे गैर सुरक्षित व्यक्ति द्वारा भरा जा सकता है लेकिन दूसरी बार उसी संवर्ग में यदि फिर एक रिक्ति होती है तो उसे सुरक्षित व्यक्ति द्वारा भरा जायगा ।

अनुसूचित जातियों और अनुसूचित जन-जातियों को उचित आरक्षण दिलाने के लिए 50-50 रिक्तियों का एक रोस्टर का नमूना विवरणी-3 में दिया गया है ।

2. प्रोन्नति में आरक्षण ।

सीधा नियुक्ति की तरह प्रोन्नति के मामले में भी अनुसूचित जातियों के लिए 14 प्रतिशत और अनुसूचित जन-जातियों के लिए 10 प्रतिशत पद सुरक्षित रखे जाएंगे । प्रोन्नति प्रयोजनार्थ उन्हीं अनुसूचित जाति/अनुसूचित जन-जातियों के सेवकों के मामले पर विचार होगा जिन्हें :—

(क) सम्बन्धित पद के लिए निर्धारित न्यूनतम अर्हता और

(ख) न्यूनतम उत्तम सेवा अभिलेख प्राप्त हो ।

निम्न कोटि से उच्च-कोटि के पद पर प्रोन्नति के लिए कालावधि का निर्धारण विवरण-4 में किया गया है।

3. अग्रनयन (कैरी फारवार्ड) प्रणाली।

सीधी भर्ती एवं प्रोन्नति के मामलों में, अनुसूचित जातियों तथा अनुसूचित जन जातियों के उम्मीदवार के लिए जो रिक्तियाँ है वे अगर योग्य उम्मीदवार के अभाव में न भरा जा सका हो तो तीन भरती वर्षों तक उन्हें अग्रनीत किया जाए। यदि किसी पद के लिये समुचित संख्या में आरक्षण के अनुसार अनुसूचित जातियों और अनुसूचित जन-जातियों के उम्मीदवार उपलब्ध नहीं हों तो फिर से विज्ञापन निकाला जाए और तब उन पदों पर भरती की जाए। अगर फिर से विज्ञापन निकालने के बाद भी समुचित संख्या में वे उपलब्ध नहीं हों तब अग्रनयन किया जाए। तृतीय वर्ष में अगर पाया जाए कि योग्य हरिजन उम्मीदवार हरिजनों के लिये आरक्षित पदों के लिये उपलब्ध नहीं हैं या सुयोग्य अनुसूचित जन-जातियों के उम्मीदवार आरक्षित अनुसूचित जन-जातियों के लिये उपलब्ध नहीं है, तो अनुसूचित जातियों के आरक्षित पदों पर अनुसूचित जन-जातियों को और अनुसूचित जन-जातियों के लिये आरक्षित पदों पर अनुसूचित जातियों को बहाल किया जाए। इन रिक्तियों को तीन वर्षों तक अग्रनयन (कैरी फारवार्ड) करने पर तथा पदों को रिक्त रखने पर यदि प्रशासनिक दृष्टि से कठिनाई हो और यदि इन पदों को जनहित में रिक्त नहीं रखा जा सकता हो तो बोर्ड के सामने इसे रखा जाए।

बिहार राज्य विद्युत् बोर्ड के आदेश से,

हं/

चित्तरंजन प्रसाद

बोर्ड के सचिव।

विवरण-1

आरक्षित प्रतिशत

संख्या	प्रमंडल एवं जिले का नाम	अनुसूचित जाति	अनुसूचित जन-जाति
	पटना प्रमंडल	20	1
1.	पटना	17	1
2.	नालन्दा	17	0
3.	गया	2.25	1
4.	औरंगाबाद	25	0
5.	नवादा	2.25	1
6.	शाहाबाद	17	0
7.	रोहतास	17	1
	तिरहुत प्रमंडल	14	1
8.	सारण	11½	1
9.	सीवान	11½	0
10.	पूर्वी चम्पारण	14½	0
11.	पश्चिमी चम्पारण	14½	1
12.	मुजफ्फरपुर	16	0
13.	सीतामढ़ी	16	0
14.	वैशाली	16	0
15.	दरभंगा	15	0
16.	समस्तीपुर	15	0
17.	मधुबनी	15	0
	सहरसा प्रमंडल	15	3
18.	पूर्णिया	11½	4
19.	सहरसा	17	1
20.	बेगूसराय	15½	0
	भागलपुर प्रमंडल	12	1
21.	मुँगेर	15½	2
22.	भागलपुर	11	4
23.	संथालपरगना	8	33½

ज्ञापक 2/डी 4-5019/75-3664/वि० बोर्ड,

दिनांक 26.12.75

प्रतिलिपि सदस्य (प्रशासन)/सदस्य (लेखा)/अध्यक्ष के आप्त सचिव, बिहार राज्य विद्युत बोर्ड को सूचनार्थ
अग्रसारित ।

ह०/

कृष्णा प्रसाद
उप सचिव ।

ज्ञापक 2/डी 4-5010/75-3664/वि० बोर्ड,

दिनांक 26.12.15

प्रतिलिपि अभियन्ता प्रमुख सह सलाहकार (प्रावैधिक)/महा प्रबंधक राह् गुह्य अभियन्ता, मिथिला क्षेत्रीय विद्युत बोर्ड, दरभंगा/तिरहुत क्षेत्रीय विद्युत बोर्ड, गुलफरपुर/केन्द्रीय बिहार क्षेत्रीय विद्युत बोर्ड, पटना/दक्षिण बिहार एवं छोटानागपुर क्षेत्रीय विद्युत बोर्ड, राँची/मुख्य अभियन्ता (प्रावैधिक अंकेक्षण)/मुख्य अभियन्ता (जेनरेशन)/मुख्य अभियन्ता (संचारण)/मुख्य अभियन्ता (क्रम एवं भंडार)/मुख्य अभियन्ता (असैनिक), सुवर्णरेखा हाइडल प्रोजेक्ट, राँची/महा अधीक्षक, बरौनी थर्मल पावर स्टेशन/पतरातू थर्मल पावर स्टेशन/संयुक्त सचिव (1)/संयुक्त सचिव (2)/संयुक्त सचिव (3)/कार्मिक निदेशक/लेखा निदेशक/वित्त निदेशक/निदेशक राजस्व/निदेशक आन्तरिक अंकेक्षण/सभी अधीक्षण अभियन्ता (आपूर्ति एवं संचारण अंचल)/अधीक्षण अभियन्ता (असैनिक), पतरातू थर्मल पावर स्टेशन/सुवर्णरेखा हाइडल प्रोजेक्ट सिफिदिरी, राँची/बोर्ड मुख्यालय/निदेशक (निगरानी)/निदेशक (सुरक्षा)/सभी उप कार्मिक निदेशक/सभी व्यक्तिवृत्त पदाधिकारी/सभी अवर सचिव/सभी प्रशासी पदाधिकारी/सभी प्रशासी-सह कल्याण पदाधिकारी/जन-सम्पर्क पदाधिकारी को सूचनार्थ अग्रप्रेषित ।

ह०/

कृष्णा प्रसाद
उपसचिव ।

प्रतिलिपि

प्रशाखा-1	2 प्रति
प्रशाखा-2	10 प्रति
प्रशाखा-3	5 प्रति
प्रशाखा-4	5 प्रति
प्रशाखा-5	5 प्रति
प्रशाखा-6	5 प्रति
प्रशाखा-7	5 प्रति
प्रशाखा-8	5 प्रति

विवरणी-2

आरक्षित प्रतिशत

क्रम संख्या	प्रमंडल एवं जिले का नाम	अनुसूचित जाति	अनुसूचित जन-जाति
	पटना प्रमंडल	48	2
1.	पटना	48	2
2.	नालन्दा	50	0
3.	गया	48	?
4.	औरंगाबाद	50	0
5.	नवादा	50	0
6.	शाहानाब	50	0
7.	रोहतास	47	3
	तिरहुत प्रमंडल	48	2
8.	सारण	48	2
9.	सीवान	50	0
10.	पूर्वी चम्पारण	50	0
11.	पश्चिमी चम्पारण	47	3
12.	मुजफ्फरपुर	50	0
13.	सीतामढ़ी	50	0
14.	वैशाली	50	0
15.	दरभंगा	50	0
16.	समस्तीपुर	50	0
17.	मधुबनी	50	0
	सहरसा प्रमंडल	44	6
18.	पूर्णिया	42	8
19.	सहरसा	48	2
20.	बेगूसराय	50	0
	भागलपुर प्रमंडल	30	20
21.	मुंगेर	46	4
22.	भागलपुर	42	8
23.	संथालपरगना	10	40
	छोटानागपुर प्रमंडल	14	36
24.	हुजारीबाग	28	22
25.	गिरीडीह	38	22
26.	राँची	5	45
27.	पलामू	28	22
28.	धनबाद	30	20
29.	सिंहभूम	5	45

विवरण-3

रोस्टर का मसूना (प्रथम, द्वितीय, तृतीय एवं चतुर्थ श्रेणी के सभी सवंगों के लिए)

1—असुरक्षित	29—अनुसूचित जाति
2—अनुसूचित जाति	30—32 असुरक्षित
3—असुरक्षित	33—अनुसूचित जनजाति
4—अनुसूचित जनजाति	34—35 असुरक्षित
5—7 असुरक्षित	36—अनुसूचित जाति
8—अनुसूचित जाति	37—42 असुरक्षित
9—12 असुरक्षित	43—अनुसूचित जनजाति
13—अनुसूचित जनजाति	44—अनुसूचित जाति
14—असुरक्षित	45—50 असुरक्षित
15—अनुसूचित जाति	
16—21 असुरक्षित	
22—अनुसूचित जाति	
23—अनुसूचित जनजाति	
24—28 असुरक्षित	

विवरणी-4

पद	उच्चतर पद	प्रोन्नति के लिए सेवा अवधि
1. कनीय अभियन्ता	सहायक अभियन्ता	
(क) ऐसे कनीय अभियन्ता जिन्होंने ए०एम०आई० की योग्यता प्राप्त कर ली है		5 वर्ष ✓
(ख) ऐसे कनीय अभियन्ता जिन्होंने ए०एम०आई० की योग्यता हासिल नहीं की है		8 वर्ष
2. अभियन्ता सहायक	सहायक अभियन्ता	5 वर्ष
3. सहायक अभियन्ता सहायक अधीक्षक	कार्यपालक अभियन्ता उप अधीक्षक	8 वर्ष
4. कार्यपालक अभियन्ता उप अधीक्षक	अधीक्षण अभियन्ता अधीक्षक	1 वर्ष
5. अधीक्षण अभियन्ता अधीक्षण	अपर मुख्य अभियन्ता महा अधीक्षक	5 वर्ष
6. सहायक नियंत्रक फोरमैन ग्रेड-1	नियंत्रक हेड फोरमैन	8 वर्ष
7. लेखा सहायक	लेखापाल	8 वर्ष
8. लेखापाल	कनीय लेखा पदाधिकारी	9 वर्ष
9. कनीय लेखा पदाधिकारी	लेखा पराधिगारी	4 वर्ष
10. लेखा पदाधिकारी	उप लेखा निदेशक	6 वर्ष
11. उप-लेखा निदेशक	लेखा निदेशक	6 वर्ष
12. निम्नवर्गीय सहायक	उच्चवर्गीय सहायक	8 वर्ष
13. उच्चवर्गीय सहायक	प्रशाखा पदाधिकारी	10 वर्ष
14. प्रशाखा पदाधिकारी कार्यालय अधीक्षक	प्रशासी पदाधिकारी	जो सबसे सुयोग्य व्यक्ति पाये जायें उन्हीं को वरीयता का ख्याल रखते हुए प्रोन्नति दी जाए।
15. आशुलिपिक श्रेणी-2	आशुलिपिक श्रेणी-1 निजी सहायक	विहित परीक्षा पास करने के तुरत बाद सुरक्षित स्थानों पर बहाली की जाए।
16. टंकक वर्ग-2	टंकक वर्ग-1	5 वर्ष
17. टंकक वर्ग-2	प्रधान टंकक	7 वर्ष
18. दिनचर्या लिपिक	प्रवर कोटि दिनचर्या लिपिक	5 वर्ष
19. दिनचर्या लिपिक (दोनों सवर्गों से)	निम्नवर्गीय सहायक	निम्नवर्गीय परीक्षा पास करने के तुरत बाद सुरक्षित स्थानों पर बहाली की जाए।
20. लिपिक	प्रवर कोटि लिपिक प्रधान लिपिक	10 वर्ष

पद	उच्चतर पद	प्रोन्नति के लिए सेवा अवधि
21. प्रवर कोटि लिपिक	प्रधान लिपिक	8 वर्ष
22. प्रधान लिपिक	कायालय अधीक्षक	10 वर्ष
23. सांख्यिकी सहायक	सांख्यिकी पर्यवेक्षक	8 वर्ष
24. सांख्यिकी पर्यवेक्षक	सांख्यिकी पदाधिकारी	8 वर्ष
25. सहायक अनुवादक श्रेणी-3	अनुवादक श्रेणी-2	7 वर्ष
26. सहायक अनुवादक श्रेणी-2	अनुवाद पदाधिकारी	8 वर्ष
27. कनीय लेखा लिपिक	विपत्र समाहर्ता	8 वर्ष
विपत्र लिपिक	लेखा सहायक	
28. नील चित्रक	अनुरेखक	8 वर्ष
29. अनुरेखक	प्रारूपक श्रेणी-2	8 वर्ष
30. प्रारूपक श्रेणी-2	प्रारूपक श्रेणी-1	7 वर्ष
	प्रधान प्रारूपक	
31. प्रारूपक श्रेणी-1	प्रवर कोटि प्रारूपक	6 वर्ष
प्रधान प्रारूपक		
32. सहायक परिचालक	परिचालक	6 वर्ष
33. परिचालक	सहायक नियंत्रक	8 वर्ष
34. फोरमैन ग्रेड-2	फोरमैन ग्रेड-1	6 वर्ष

BIHAR STATE ELECTRICITY BOARD, PATNA

Standing Order No. XIII/M1-1038/75-495/EB.

Patna, dated, the 29. 12. '75.

The Board has observed that inspite of clear and repeated instructions, issued from time to time, some of the employees continue to come late to office failing to observe punctuality in attendance. In order to bring about further improvement in punctual attendance the Board has taken the following further decisions—

1. All those who do not come to office by 10.15 A. M. shall be subjected to rigorous operation of Clause 21 of the Certified Standing Orders of the Board.
 2. The Management will have the right to disallow any workman from attending office who is late by more than 5 minutes.
 3. While sending the absentee statement to the Drawing & Disbursing Officer, the Head of the Sections/Departments, will also make a mention in that statement, regarding the time of late coming to office, of the concerned employees. The Drawing & Disbursing Officer will make proportionate deduction from the salary of the concerned employees. In the case of deductions, 15 minutes' margin will not be allowed. If an employee comes at 10.30 A. M. or 10.25 A. M., then deductions will be made as if the employee concerned came late to office, by 30 minutes or 25 minutes respectively.
2. The above instructions will also apply to officers and such employees as are not governed by the Certified Standing Orders.
 3. This order will come into force with effect from the 1st January, 1976.

By Order of the Bihar State
Electricity Board,

H. C. Mishra
Director of Personnel.

Memo No. 2333/EB.

Patna, dated, the 29. 12. '75.

Copy forwarded to the Member (Adm.)/Member (Accounts)/Member (Economic Research)/Private Secretary to Chairman/All Officers and employees of the headquarters of the Board/General Manager-cum-Chief Engineer, Area Electricity Boards/Chief Engineer (Generation)/Chief Engineer (Transmission)/Chief (Stores & Purchase)/Chief Engineer, Subarnarekha Hydel Project/Financial Controller/General Superintendent, Patratu Thermal Power Station/General Superintendent, Barauni Thermal Power Station/D. I. G./All Superintending Engineers/All Executive Engineers/Public Relations Officer, for information.

2. The above instructions may be widely circulated.

H. C. Mishra
Director of Personnel

Copy to—Notice Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

**Department of General Administration
(Establishment)**

Standing Order No. SIII/T-105/15-496/EB.

Dated, Patna, the 31. 12. 1975.

Consequent upon the declaration of the State of Emergency in the country the State Government in the personnel Deptt. have in their memo no. 1/PI-30157/75 P 20983 dated the 20. 11. '75. laid down certain principles to be followed in the matter of implementation of transfer orders issued in respect of its officers from one place/assignment to another. Based on the principle adopted by the State Govt. in the matter the Board, in its resolution no. 3523 dated 9. 12. '75 decided that henceforth the following principles must be followed strictly in the matter of implementation of transfer orders in respect of its own officers—

(i) Whenever a transfer order is in respect of any officer is issued, it should invariably be mentioned in the forwarding memo that the officer involved in the transfer be relieved within a week.

(ii) The controlling officer concerned of the officer, involved in the transfer should, in pursuance of the directive conveyed in forwarding memo, relieve the officer by local arrangement without waiting for his substitute.

(iii) Consequent upon the transfer of an officer, no representation for cancellation, stayal a revision in his transfer order from him shall be entertained by the Board. The controlling officer concerned will also ensure that no such representations are forwarded to the Board unless the officer involved in the transfer, reports at the new place of his posting. In case, the officer, involved in the transfer, makes direct representation to the Board without complying with the transfer order, it will be straight away be rejected without assigning any reason.

(iv) If an officer on his transfer proceeds on leave after being relieved of his duty in respect of his old post, the period of his absence from the date of his relief will be treated as an unauthorised absence warranting disciplinary action against him and his pay should be withheld.

(v) Transfer order, once issued, will not be changed.

(vi) If the officers, involved in the transfer do not comply with the transfer orders within the specified period, disciplinary action shall be started against him immediately and at the same time an entry to the effect that the officer did not comply with the transfer order shall be made in his annual Confidential Reports.

2. This order comes into force with immediate effect.

By order of the Bihar State
Electricity Board,

C. P. Singh
Secretary.

Memo No. SHI/T-105/75/3698/EB.

Dated, Patna, the 31. 12. '75

Copy forwarded to Member (Administration)/Member (R. E., Vigilance & Accounts)/Member (Economic Advisor, Commerce & Technical Research)/Secretary (Electricity Department)/Engineer-in-Chief/All Chief Engineers/All General Manager-cum-Chief Engineers/Financial Controller/Director of Internal Audit, Bihar State Electricity Board, Patna, for information.

C. P. Singh
Secretary.

Memo No SHI/T-105/75/3698/EB

Dated, Patna, the 31. 12. 1975.

Copy forwarded to Dy. Chief Engineer (S & P)/General Superintendents, Patratu Thermal Power Station/Barauni Thermal Power Station/Sr. Law Advisor-cum-Addl. Secretary, Bihar State Electricity Board, Patna/All Superintendent/All Elec. Superintending Engineers/D. I. G. (Vigilance & Security)/Director of Finance/Director of Personnel/Director of Revenue/Director of Accounts/Director of Vigilance/Director of Security/Director (Research)/Joint Secretary-II/Joint Secretary-III/Dy. Secretary/ All Elec. Executive Engineers/All Dy. Superintendents/All Under Secretaries/All Dy. Director of Accounts/Public Relations Officer/ All Accounts Officers for information.

C. P. Singh
Secretary.

Standing Order No. 498/EB,

Dated, the 15/1/76

In pursuance of Board's Resolution No. 3300 dated the 28th June, 1975, sanction is accorded to the permanency of 96 temporary posts of Junior Engineer, in the Scale of pay of Rs. 425-15-530-EB-560-15-710/each for the 96 permanent operation and Maintenance sections, under the various supply circles, the details of which are given in the annexure, with effect from 1.1.73.

By order of Bihar State
Electricity Board,

H. C. Hishra
Director of Personnel.

Memo No. 42/EB,

Patna, Dated 15-1-76

Copy forwarded to R. A. O., BSE. Board, Patna/F. C. BSE. Board, Patna/Director of Accounts, BSE. Board, Patna/D.I.A, for information.

H. C. Mishra
Director of Personnel.

Memo No. 42/EB,

Patna, Dated 15-1-76

Copy forwarded to the Engineer-in-Chief/General Manager-cum-Chief Engineer, area Elect. Board, Patna, Muzaffarpur, Darbhanga and Ranchi/E. S. E., Muzaffarpur Electrical Circle/Purnea Electrical Circle/Darbhanga Electrical Circle/Chapara Electrical Circle/Patna Electrical Circle/Gaya Electrical Circle/Shahabad Electrical Circle/Bhagalpur Electrical Circle/Ranchi Electrical Circle/Dhanbad Electrical Circle/Deputy Secretary, BSE Board, Patna for information.

H. C. Mishra
Director of Personnel.

Annexure

Name of Permanent Sections (O & M.)

71.

Sl No	Name of the Circle	Number and Name of the Sections	Order No. and Date under which sanctioned.
1.	Muzaffarpur Elecl. Circle-9	Gotaul Sakara Mushari Dumra P. S. Runi Saidpur. Turkaulia. Chakia-II Gorasahan. Bettiah-II	S. O. No. 221 dt. 22.7.67 3.67 8.72
2.	Purnea Elecl. Circle-5	Kishanganj Begusarai-I Begusarai-II Balua. Manjhaul.	S. O. No. 175 dt. 28.1.66
3.	Darbhanga Elecl. Circle-5	Singhia. Kishanpur. Sarai Ranjan. Bidyapati Nagar Madhepur.	S. O. No. 221 dt. 22.7.67 O. O. No. 3010 dt. 21.5.70
4.	Chapra Elecl. Circle-7	Masrak. Sonapur Chapra-II Chapra-III Siwan-II Puchrukhi. Amlori.	S. O. No. 221 dt. 22.7.67

Sl. No.	Name of the Circle	Number and Name of the Sections	Order No. and Date under which sanctioned
8.	Bhagalpur Elecl. Circle-29	Kolgong (4) Nathnagar. Aliganj Amarpur. Rajaun Banka Pirpainti Baunsi Godda. Monghyr. (R) Kharagpur. Asargauj Sikandara Khaira. Jamui Jhajha Chakai Shaikhpura (North (R)-II. Barbiga (R) Deoghar. (4)-II Dabargram (R) Madhupur (P/S/S) Madhupur (4) Dumka (R) Raghunathpur. Dumka (P. S/S). Amorapura (P. S/S.) Pakur (P. S/S.) Jamtara (4)	S. O. No. 210 dt 20.3.67 O. O. No. 3488 dt 10.8.72
9.	Ranchi Elecl. Circle-6	Chaibassa Chakulia. Lohardaga (R) Gumla Itki Nagar.	O. O. No. 733 dt 22.3.71 S. O. No. 217 dt 8.7.67
10.	Dhanbad Elecl. Circle-3	Datedih Gomia. Gomoh.	S. O. No. 217 dt 8.7.67

BIHAR STATE ELECTRICITY BOARD, PATNA

(Department Of Personnel)

Standing Order No. 499/EB.

Dated, the 15/1/76

In pursuance of Board's Resolution No. 3300 dated the 28th June, 1975, sanction is accorded to the permanency of 108 temporary operation and Maintenance Sections, sanctioned for the various Supply Circles, the details of which are given below, with effect from the 1st January, 1973.

Sl. No.	Name of the Circles	Name of the Section.	Order No. and date of sanction.
1.	Muzaffarpur Electrical Circle.	Mahua Hajipur III (Bhagwanpur) Dholi Damodarpur Jhapaba Sursand Pupri Dhaka Raxaul II Valmikinagar Ramnagar II Chanpatia.	O. O. No. 3010 dt 28.5.70
2.	Purnea Electrical Circle.	Madhepura Bihariganj Birpur (R) Borari Mausi (PS/s) Saharsa (R) Purnea (PS/S) Araria (R)	O. O. No. 3470 dt 31.11.69
3.	Darbhanga Electrical Circle.	Benipur Hayaghat Singhwara Ghogherdiha	O. O. No. 3132 dt 7.9.68
4.	Chapra Electrical Circle.	Ekma Garkha Siwan III Kuchaikot Mirganj II	O. O. No. 3132 dt 7.9.68
5.	Patna Electrical Circle.	Jakkanpur Poonpooon (West) Patwah II Massaurih (R) I Daulatpur (R) Bihta (P)	O. O. No. 4160 dt 30.12.68 & No. 3486 dt 10.8.72

Sl. No.	Name of the circles	Name of the Section	Order No. and date of sanction.
5.	Patna Electrical Circle.	Sherpur Lala Bharsera Barh (R) Pandarak Harnaut II Chandi Nalanda Madhopur Pawapuri Islampur Karai Parsarai Hilsa II	
6.	Gaya Electrical Circle.	Delha Manpur Bodh Gaya Fatehpur Teosa Konch Goh Guraru Bela Chakand Jehanabad II Ghoshi Arwal Tehta Kurtha Pakru Barawan Cherki Barachatti Imanganj Aurangabad II Aurangabad III Harihar ganj Rafganj II Madanpur Baroon II	O. O. No. 3204 dt 13.9.68

Sl. No.	Name of the circles	Name of the Section	Order No. and date of sanction
7.	Shahabad Electrical Circle.	Koilwar Agiakon Berhara Sahpur Bebea Rural II Bikramganj (P) Bikramganj (R) Dawat (R) Dinara (R) Nauhatta Beloura Ramgarh Durgawati Sasaram II	O. O. No. 4160 dated 30.12.68 & No. 3202 Dated 13.9.68
8.	Bhagalpur Electrical Circle.	Colgong (R) Sanhaula Shah Kund Sahibganj Bansi (R) II Godda (PS/s) Monghyr (4) III Bariarpur (R) Tarapur (R) II Lakhisarai (R) Mallehpur (R) Gidhaur Fatehpur Nala	O. O. No. 3131 dated 7.9.68
9.	Ranchi Electrical Circle.	Daltonganj III Latehar Chattarpur.	O. O. No. 3202 dt 13.9.68
10.	Dhanbad Electrical Circle.	Ganeshpur II Nirsa II Tisri II Ramgarh II Bhurkunda II	O. O. No. 3139 dt. 7.9.68 and No. 3202 dated 13.9.63

By order of Bihar State
Electricity Board

H. C. Mishra
Director of Personnel.

Memo No. 44/EB,

Dated, the 15/1/76

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board, Patna/Financial Controller, Bihar State Electricity Board, Patna/Director of Accounts, Bihar State Electricity Board, Patna/Director of Internal Audit for information.

H. C. Mishra
Director of Personnel.

Memo No. 44/EB,

Dated, the 15/1/76

Copy forwarded to Engineer-in-Chief/General Manager-cum-Chief Engineer, Area Electricity Board, Patna, Muzaffarpur, Darbhanga, Ranchi/Electrical Superintending Engineer, Muzaffarpur Electrical Circle/Purnea Electrical Circle/Darbhanga Electrical Circle/Chapara Electrical Circle/Patna Electrical Circle/Gaya Electrical Circle/Shahabad Electrical Circle/Bhagalpur Electrical Circle/Ranchi Electrical Circle/Dhanbad Electrical Circle/Deputy Secretary, Bihar State Electricity Board, Patna for information.

H. C. Mishra
Director of Personnel.

Standing Order No. 500

Dated 15.1.76

In pursuance of Board's Resolution No. 3300 dated the 28th June, 1975, sanction is accorded to the permanency of 108 temporary posts of Junior Engineer, in the scale of pay of Rs. 425-15-530 EB-560-15-710 each, for the 108 permanent operation and maintenance Sections under the various Supply Circles sanctioned in S. O. No. 459 Dated 15/1/76, with effect from 1.1.73.

By order of Bihar State
Electricity Board,

H. C. Mishra
Director of Personnel

Memo No. 45/EB

Patna, Dated 15/1/76

Copy forwarded to Resident Audit Officer, Bihar State Electricity Board, Patna/Financial Controller, Bihar State Electricity Board, Patna/Director of Accounts, Bihar State Electricity Board, Patna/D.I.A. for information.

H. C. Mishra
Director of Personnel,

Memo No. 45/EB

Patna, Dated 15/1/76

Copy forwarded to the Engineer in Chief/General Manager-cum-Chief Engineer, Area Elec. Board, Patna, Muzaffarpur, Darbhanga, and Ranchi/E.S.E., Muzaffarpur Electrical Circle/Purnea, Elec. Circle/Darbhanga Elec. Circle/Chapra Elec. Circle/Patna Elec. Circle/Gaya Elec. Circle/Shahabad Elec. Circle/Bhagalpur Elec. Circle/Ranchi Elec Circle/Dhanbad Elec. Circle/Deputy Secretary, B.S.E.B., Patna, for information.

H. C. Mishra
Director of Personnel.

BIHAR STATE ELECTRICITY BOARD, PATNA

Standing Order No. II/D 4-406/76-502/EB.

Dated, Patna, the 30/1/1976

In pursuance of Board's Resolution No 3544 dated the 19.1.76 and in continuation of Standing Order No. II/D 4-406/75-488 EB dated 14.11.75, Technical Audit Cell, created in Resolution No. III/PI-101/75-3152 dated 30.10.75, is declared as an Auxiliary Service Agency and the Chief Engineer (Technical Audit) is declared its Head of Department.

2. The above cell shall be directly under the Control of Chairman.

By order of the Bihar State
Electricity Board,

C. P. Singh
Secretary.

Memo No. II/D4-406/75-59/EB.

Dated, Patna, the 30/1/1976

Copy forwarded to the Member (Administration)/Member (Accounts)/Member (Economic-Research)/Private Secretary to Chairman/Engineer-in-Chief/General Manager-cum-Chief Engineer, Tirhut Area Electricity Board, Muzaffarpur/General Manager-cum-Chief Engineer, Mithila Area Electricity Board, Darbhanga/Central Bihar Area Electricity Board, Patna/South Bihar and Chhotanagpur Area Electricity Board, Ranchi/Chief Engineer (Technical Audit)/Chief Engineer (Generation)/Chief Superintendent (Administration)/Chief Engineer (Civil), subernrekha Hydel Project Sikiđiri, Ranchi/Financial Controller/Chief Engineer (Stores and purchase)/Addl. Secretary-cum-Senior Law Adviser/Joint Secretaries-I, II & III/Director of Accounts/Director of Revenue/Director of Finance/Director of Internal Audit/Director of Personnel/D.I.G. (vigilance)/Chief Engineer (Trans.)/Director of Security/Director of purchase/Director of Rural Electrification/Director (planning)/All Superintending Engineers/All Under Secretaries/All Deputy Directors of Accounts/Public Relations officer, Bihar State Electricity Board, Patna, for information and necessary action.

C. P. Singh
Secretary

BIHAR STATE ELECTRICITY BOARD**(Department Of Personnel)**

Standing Order No. XIII/DI-1033/75-503/EB.

Dated, the 3.2.76

Subject—Principles for provisional promotion of Clerical staff of the field offices.

Based on the instructions contained in the Board's Standing order No. 454 dated the 19th June, 1975, the following principles are laid down, for provisional promotion of Clerical staff of the field offices, pending finalisation of the promotion policy.

(i) The existing vacancies in the rank of Office Superintendent shall be filled up by provisional promotion of Head Clerks (Clerical Grade-II), according to seniority, reckoned from the date of joining as Head Clerk (Clerical grade-II).

(ii) The existing vacancies in the rank of Head Clerk (Clerical Grade-II) shall be filled by provisional promotion, in the following manner.

(a) Those promoted as Selection Grade Clerks (Clerical Grade-III) by the Board, shall be promoted first, according to their inter-se-seniority.

(b) The remaining vacancies, if any, shall be filled up by promotion of those, who have passed the Departmental examination but have not been promoted as Selection Grade Clerks by the Board.

(iii) (a) The existing vacancies in the rank of Selection Grade Clerk (Clerical Grade-III) shall be filled up by provisional promotion of the remaining clerical grade-IV staff, who have passed the Departmental examination. The inter-se-seniority of those passing the said examination in one and the same year, shall be fixed on the basis of the date of their appointment to Clerical Grade-IV category.

(b) The remaining vacancies, if any, shall be filled up by provisional promotion of unpassed Clerical Grade-IV staff, according to seniority reckoned from the date of their appointment to Clerical Grade-IV category.

2. All provisional promotions, in the above manner, shall be subject to satisfactory records of service.

By order of the Bihar State
Electricity Board.

H. C. Mishra
Director of Personnel.

Memo No. 200/EB.

Dated, Patna, the 3.2.76

Copy forwarded to Member (Admn)/Member (Accounts)/Member (ER)/Chief Superintendent (Admn)/Private secretary to Chairman/Engineer-in-Chief/General Manager cum Chief Engineer, Area Electricity Boards, Patna, Ranchi, Muzaffarpur and Darbhanga/Chief Engineer (Transmission)/Chief Engineer (Stores & Purchase)/Chief Engineer (Generation)/Chief Engineer (Civil), Subernrekha Hydrel Project, Sikidari/Financial Controller/Director of Accounts/Director of Finance/Director of Internal Audit/Director of Revenue/General Superintendent, Barauni Thermal power Station, Barauni/General Superintendent, Patratu Thermal Power Station, Patratu/Director of Stores/All Superintending Engineers/All Deputy Director of Personnels/All personnel Officers/All Administrative-cum-Welfare Officer/All Executive Engineers/Joint Secretary I, II, and III/Deputy Secretary/All Officers of the Board's Secretariat for information.

2. This may be circulated to all concerned.

H. C. Mishra
Director of Personnel

BIHAR STATE ELECTRICITY BOARD, PATNA
Department Of General Administration
(Establishment)

Standing Order No. SS/M1-106/74-504 EB.

Patna, the 7.2.76.

The principle regarding fixation of inter-se-seniority of the officers on confirmation had been under consideration of the Board for some time past. The practice being followed so far in the Board was that the Board had been maintaining two gradation lists of Assistant Electrical Engineers i.e. one of permanent Assistant Electrical Engineers and the other of temporary Asstt. Electrical Engineers. Such practice was adopted on the lines of the principles being followed by the State Government in the Public Works Departments. But by virtue of the judgement of the Hon'ble Patna High Court in Sri K. P. Patil's case in 1970, the State Govt. in the Department of Public Works, have been maintaining only one gradation list of Assistant Electrical Engineers and now the procedure regarding fixation of inter-se-seniority is that the seniority of an officer in a particular grade is fixed on the basis of the position gained by him in that grade at the time of his appointment. The date of confirmation in that particular rank will, in no case, affect the seniority of an officer. For the purpose of promotion to the next rank however, only confirmed incumbents shall be eligible.

2. On the basis of the principle adopted by the State Govt. the Board in its Resolution No. 3542, item no. 314 of 1975-76 dated 6.1.76 has also decided that henceforth the following principles be followed in the matter of fixation of inter-se-seniority of an employee of the Board.

(i) Subsequent confirmation of an otherwise senior person should not affect his seniority in the same rank vis-a-vis others who have been confirmed earlier, but an un-confirmed incumbent will not be eligible for promotion to the next higher rank.

(ii) If a junior has been promoted to the next higher rank on the basis of earlier confirmation etc., the senior on subsequent promotion shall not be entitled to claim seniority in the next higher rank and shall be treated as superseded.

(iii) A temporary hand, appointed on ad-hoc basis without going through the regular procedure of selection, will not be eligible for inclusion in the order until he has been absorbed after selection through a properly constituted selection committee. Such persons, appointed on an ad-hoc basis shall be treated as ex-cadre.

By order of the Bihar State
Electricity Board

C. P. Singh
Secretary

Memo No. SS/MI-106/74-342 BB.

Patna, the 7.2.76.

Copy forwarded to Member (Administration)/Member (R. E., Vigilance & Accounts)/Member (Eco-Adviser, Commence & Technical Research)/Secretary, Electricity Department/Engineer-in-Chief/All Chief Engineers/All General Manager-cum-Chief Engineers of the Area Electricity Boards/Financial Controller/Technical Secretary to Chairman/Director of Internal Audit, Bihar State Electricity Board, Patna for information.

S. P. Mukherjee
Joint Secretary-I

Memo No. SS/MI-106/74-342 EB

Patna, the 7.2.76

Copy forwarded to Dy, Chief Engineer (R.E.)/General Superintendents, Patna Thermal Power Station/Barauni Thermal Power Station/All Electrical Superintending Engineers/All Superintendents/Joint Secretary-II and Joint Secretary-III/Director of Finance/Director of Personnel/Director of Accounts/Director of Revenue/Deputy Secretary/All Under Secretaries/All Electrical Executive Engineers/All Dy. Superintendents/Dy. Director of Accounts (Sectt.)/Accounts Officer (Estt.)/All Assistant Electrical Engineers/All Asstt. Controller of Stores for information.

S. P. Mukherjee
Joint Secretary-I

BIHAR STATE ELECTRICITY BOARD, PATNA
Department Of General Administration
(Establishment)

Standing Order No. SIII/PF-1099/74-505/EB.

Dated, Patna, the 7.2.1976.

It has come to the notice of the Board that an officer of the rank of Elect. Executive Engineer was deputed for training at Madras by a Chief Engineer at his own accord without obtaining the administrative approval of the Board. Such action on the part of the concerned Chief Engineer has been viewed seriously as it creates a very unhealthy precedent. The subject "Deputation of officer for training in side and out side the Country" falls under the jurisdiction of the Administrative Wing of the Board which is charged with. The responsibility of processing the proposal regarding deputation of officers for training inside and outside the Country and to take a final decision in the matter. It is therefore, impressed that henceforth no officer of the Board should be deputed for training by the Chief Engineer without obtaining the administrative approval of the Board.

C. P. Singh
Secretary

Memo No. SIII/PF-1092/74-343/EB.

Dated, Patna, the 7.2.1976.

Copy forwarded to Member (Administration)/Member (R.E., Vigilance & Accounts)/Member (Economic Adviser, Commerce & Tech. Research)/Engineer-in-Chief/All Chief Engineers/All General Manager-cum-Chief Engineers of the Area Electricity Boards/Financial Controller/Director of Internal Audit/All General Superintendents/All Elect. Superintending Engineers/All Superintendents/Joint Secretary-II & III/Deputy Secretary, Bihar State Electricity Board, Patna/All Under Secretaries, for information.

S. P. Mukherjee
Joint Secretary-I

BIHAR STATE ELECTRICITY BOARD**Vidyut Bhavan, Bailey Road, Patna-1**

Standing Order No. SIII/PI-206/75-506/EB.

Dated, Patna, the 17.2.1976

In pursuance of Board's Resolution No. 3583 the inter-se-seniority of Shri S. Sarkar, Assistant Electrical Engineer of Patna Electric Supply Undertaking in the General cadre is fixed as noted below.

"He is placed below Shri J. C. Jain (an Assistant Electrical Engineer of promoted recruit batch of 1962) and above Shri K. M. Thakur (an Assistant Electrical Engineer of direct recruit batch of 1962) officiating Electrical Executive Engineers".

By order of the Bihar State Electricity Board,

S. P. Mukherjee
Joint Secretary-I

Memo No. SIII/PI-206/75-456/EB.

Dated, Patna, the 17.2.1976

Copy forwarded, to the P. S. to the Chairman/P. S. to Member (Administration)/P. S. to Member (Accounts)/P. S. to Member (Economic-Research), Bihar State Electricity Board, Patna, for information.

S. P. Mukherjee
Joint Secretary-I

Memo No. SIII/PI-206/75-456/EB.

Dated, Patna, the 17.2.1976

Copy, forwarded, to the Chief Superintendent (Administration)/Engineer-in-Chief/All Chief Engineers/General Superintendent, Patratu Thermal Power Station/General Superintendent, Barauni Thermal Power Station/All General Manager-cum-Chief Engineers/All Elect. Superintending Engineers/Resident Engineer, Patna Electric Supply Undertaking, Patna/Shri S. Sarkar, Assistant Electrical Engineer, Patna Electric Supply Undertaking, Patna, for information.

S. P. Mukherjee
Joint Secretary-I

BIHAR STATE ELECTRICITY BOARD

Vidyut Bhavan, Bailey Road, Patna-1

Standing Order No. SIII/PI-206/75-507/EB.

Dated, Patna, the 17.2.1976.

In pursuance of Board's Resolution No. 3583, the inter-se-seniority of Siri S. K. Ghosh, Assistant Electrical Engineer of Patna Electric Supply Undertaking, in the 'Generation Cadre' is fixed as noted below.

"He is placed below Shri Kamal Kishore Prasad (a permanent Assistant Superintendent) and above Shri R. P. Sengupta (an officiating Assistant Superintendent), Officiating Dy. Superintendents."

By order of the Bihar State Electricity Board,

S. P. Mukherjee
Joint Secretary-I

Memo No. SIII/PI-206/75-457/EB.

Dated, Patna, the 17.2.1976.

Copy forwarded to the P. S. to the Chairman/P. S. to Member (Administration)/P. S. to Member (Accounts)/P. S. to Member (Economic-Research), Bihar State Electricity Board, Patna, for information.

S. P. Mukherjee
Joint Secretary-I

Memo No. SIII/PI-206/75-457/EB.

Dated, Patna, the 17.2.1976.

Copy forwarded to the Chief Superintendent (Administration)/Engineer in-Chief/All Chief Engineers/General Superintendent, Patna Thermal Power Station/General Superintendent, Barauni Thermal Power Station/All General Manager-cum-Chief Engineers/All Elcl. Superintending Engineers/Resident Engineer, Patna Electric Supply Undertaking, Patna/Shri S. K. Ghosh, Assistant Elcl. Engineer, Patna Electric Supply Undertaking, Patna, for information.

S. P. Mukherjee
Joint Secretary-I

Standing Order No. 509

Dated 12-3-76

Subject—Principles for provisional promotion of clerical staff of the field offices.

Based on the instructions contained in the Board's Standing Order No. 454 dt. the 19th June 1975, the following principles are laid down, for provisional promotion of clerical staff of the field offices, pending finalisation of the promotion policy

(i) The existing vacancies in the rank of Office Superintendent shall be filled up by provisional promotion of Head Clerks (Clerical Grade II), according to seniority reckoned from the date of joining as Head Clerk (Clerical Grade II).

(ii) The existing vacancies in the rank of Head Clerk (Clerical Grade II) shall be filled up by provisional promotion of Clerical Grade III, promoted by the Board, according to their inter-se-seniority. The remaining vacancies in the rank of Head Clerk (Clerical Grade II) shall be filled up by provisional promotion of Clerical Grade IV employees, on the basis of seniority, on the basis of seniority, reckoned from the date of appointment as Clerical Grade IV.

2. All provisional promotions, in the above manner, shall be subject to satisfactory records of service.

3. Board's Standing Order No. III/DI-1033/75-503 dt. the 3rd Feb. 1976 will stand modified to the above extent.

By order of the Bihar State Electricity Board

Sd/-H. C. Mishra

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of Personnel)

Standing Order No. V/AP-1086/15-510/EB.

Patna, dated, the 24/3/76

The Board in its Standing Order No. 156 dated 31.7.62 has allowed its work-charged staff to count previous service towards pay, C.P.F., pension and increment etc, on fresh appointment or transfer either from regular establishment to work-charged establishment and vice-versa, if scales of pay remain identical.

The Board in its Resolution No. 3617 has decided that, the same facility should be allowed to an employee of the Board, borne on regular establishment, on his appointment to a post in the same scale of pay and previous service of such an employee will be counted, for fixation of his pay and for determination of pension, C. P. F., leave and increments etc on fresh appointment to another post belonging to any establishment if scales of pay of his previous post and the post on which he is appointed are identical.

By order of the Bihar State Electricity Board

B. Mishra
Joint Secretary

Memo No. /EB.

Patna, dated, the 24/3/76

Copy forwarded to All General Manager-cum-Chief Engineers, Area Electricity Boards/ All Chief Engineers/General Superintendents, Thermal Power Station, Patratu/Barauni/All Superintending Engineers/D. I. G. (Security), Bihar State Electricity Board, Patna/Director of Personnel, Bihar State Electricity Board, Patna/Director of Accounts/Director of Internal Audit, Bihar State Electricity Board, Patna/Resident Audit Officer, Bihar State Electricity Board, Patna/Dy. Director of Accounts (Sectt.), Bihar State Electricity Board, Patna/All Personnel Officers/All Under Secretaries/All Section Officers for information.

B. Mishra
Joint Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA

Standing Order No Aud/Estt-75/2/767/511.

Dated, Patna, the 25-3-76

Sub.—Compliance of Audit objection.

The compliance position in regard to audit objection in spite of reminders, is far from satisfactory. This has been viewed seriously by the Board. The very purpose of audit is defeated if prompt action is not taken for recovery of amount suggested by Audit and the staff/officers who are responsible for irregularities escape punishment. The Board has, therefore, in its resolution no. 3609 resolved that the following procedures be adopted for compliance in regard to audit objection.

(i) Replies to audit objection must be given by the officer whose office has been audited within a month from the date of receipt of audit reports. On their receipt the reply will be reviewed by the Director of Internal Audit and if it is found to be satisfactory the audit objection may be dropped and where the reply is not satisfactory the Director of Internal Audit may suggest further necessary action as required in the case.

(ii) In case the concerned officer does not furnish the reply to the audit report within a month, the Director of Internal Audit will submit names of such officers to the Secretary for taking disciplinary action against them

(iii) The audit objection relating to under assessment excess/irregular payment and wrong adjustments should be attended promptly and in case audit objections are found in order the amount suggested for recovery must be charged and claim preferred to the Consumer/person concerned within 30 days of issue of audit objection memos, under intimation to the Audit otherwise besides other actions, as deemed necessary, the same will be surcharged from the officer/staff who failed to comply with the audit objection.

This comes into effect from the date of issue of this standing order.

By order of the Board

C. P. Singh
Secretary to the Board

Memo No 750

Dated, Patna, the 25-3-76.

Copy to the Engineer Member/Chief Engineer (Gen.)/Chief Engineer (Trans.)/General Manager-cum-Chief Engineer, Area Electricity Board, Patna/Muzaffarpur/Ranchi/Darbhanga/Chief Engineer (Tech.) Audit/Chief Engineer (S. & P.)/Financial Controller/All Elecl. Superintending Engineers/Director of Accounts/Director of Intl. Audit/Director of Revenue/Director Finance/Chief Superintendent, Patratu/Barauni Thermal Power station/Director of Accounts, P. T. P. S./Dy. Director of Accounts (Sectt.)/Dy. Director of Accounts (H. Q.)/All Accounts Officers/All Elecl Executive Engineers/All Asstt. Electrical Engineers/All Subdivisional Officer (Revenue) for information and necessary action.

C. P. Singh
Secretary to the Board

BIHAR STATE ELECTRICITY BOARD**Bailey Road, Patna**

Standing Order No. PA/Elc-166/75-512.

Dated, 30-3-1976

Sub.—Average billing in respect of rural areas

With the introduction of the element of monthly fixed charge/minimum guarantee in respect of all categories of consumers in the tariff of 1975 the timely preparation of energy bills and its essential component, timely meter reading in each month have assumed greater importance so as to ensure a monthly minimum revenue to the Board. It has, however, been noticed that due to various factors, including lack of facilities of communication and the distance required to be covered, the actual meter reading in respect of the consumers of rural areas has, more often than not been taken and this has already affected the revenue earnings of the Board in the past.

2. It has, therefore, been decided in respect of the rural areas that

(i) The practice of meter-reading in each month should be done away with and the system of average billing introduced. For this purpose the villages, Kasbas and towns having a population of less than 10,000 persons shall be classified as rural areas.

(ii) Average unit consumption shall be calculated twice in a year on the basis of the last six month's consumption, i.e. consumption for the period from April to September and again from October to March and the monthly bills shall be prepared on the basis of such average calculation.

(iii) Meter-reading shall be taken in the months of April and October and suitable adjustments, if any, in the energy bills shall be carried out twice in a year on the basis of the meter reading so taken, for the difference in actual consumption and the average already charged during the last six months, latest within two months from the date of the meter-reading.

(iv) In the case of adjustments, as specified in sub-para (iii) above, where rates in slabs have been prescribed in the tariff, the actual total consumption shall be divided by the number of months representing such total consumption which will determine the average consumption for one month and then on the basis of that the amount calculated according to the applicable rates prescribed in the tariff and adjustments, if any, carried out.

(v) Where, after adjustment if any, it is noticed that the amount paid by a consumer against the bills preferred on the basis of average consumption is in excess, such excess payment will be adjusted against the subsequent monthly energy bills.

(vi) The exact date of meter-reading shall be fixed for each area by the competent authority and widely notified to the consumers. Since some premises may be found located even after such notification it will be ensured that meter reading in respect of such premises is not left out and the energy bills not served simply on that ground. In such cases bills will be preferred on the basis of the previous half yearly reading taken and simultaneously the consumer served with 7 days notice to keep the premises open on a particular day or date to enable the officer of the Board to ascertain the amount of energy supplied; and in case the consumer fails to comply a further 24 hour's notice, as required under section 20 of the Indian

Electricity Act, 1910 may be served calling upon the consumer to grant necessary facilities for the meter-reading, failing which the line shall be disconnected. The Junior Engineer, incharge of the section shall be squarely responsible for due observance of the provisions so that no reading is left to be taken on any plea.

(vii) (a) As there may be several connections which may not have completed six months, from the date of energisation of their installation, on the day of introduction of the system of average billing in rural areas, the average consumption in respect of such consumer shall be based on the number of months during which meter readings have already been taken.

(b) As far the connections given, after the introduction of this system of average billing, during the period April to September/October to March, the average monthly consumption for the purpose of billing for the first half-yearly period (April to September or October to March, as the case may be) or part of it, shall be the actual consumption for the first month which shall be ascertained after taking the meter reading; and bills served accordingly subject to adjustment, as in respect of other consumers.

(viii) Energy bill in each month shall be issued for fixed charge as also for average unit charge without waiting for meter-readings in respect of all the consumers having electric connections in rural areas. It shall be clearly indicated on the energy bill itself that the average charges are subject to adjustment on recording of actual consumption of units twice in a year.

(ix) In the case of industrial connections (L. T.) bill for average unit consumption or for minimum units prescribed in the tariff of 1975, whichever is higher, shall be issued.

3. The success of the new system of average billing in respect of rural areas will very much depend upon faithful meter reading taken during the two months, i.e., April and October, of the year as also upon accurate calculation of the average consumption on the basis of which billing has to be made during the next six months. Therefore, the meter readings in such selected months will have to be checked extensively by Junior Engineers before submission to the revenue section for billing. The calculation of the average consumption as also adjustment will have to be similarly checked thoroughly by the Accountant Accounts Assistant now posted in each supply Subdivision exclusively for revenue work.

4. Services of the Meter Readers during the 10 (Ten) months in a year will be utilised in clearing off other pending revenue works including preparation of statement of accounts facts for filing certificate cases under Public Demand Recover Act.

5. This order does not apply to High Tension consumer.

6. This order will come into force with effect from the 1st April, 1976.

C. P. Singh
Secretary

बिहार राज्य विद्युत बोर्ड, पटना

कार्मिक विभाग

स्थायी आदेश संख्या 6/वि-105/76-513/वि० बोर्ड,

पटना, दिनांक 1-4-76

बिहार राज्य विद्युत बोर्ड के स्थायी आदेश संख्या 334 दिनांक 22 मार्च 1971 के फलस्वरूप दिनांक 22 मार्च 1971 से बोर्ड की भाषा केवल हिन्दी के होने के अनुसरण में कामगारों की सेवा पुस्तिका हिन्दी में प्रचारित की जाती है (प्रति अनुलग्न)।

(2) बोर्ड के विभिन्न कार्यालयों में अंगरेजी में जो सेवा पुस्तिका उपलब्ध है, उसका उपभोग तब तक चलता रहेगा जब तक उसका भण्डार समाप्त नहीं हो जाएगा।

(3) इस स्थायी आदेश के निर्गत होने की तिथि से सेवा पुस्तिका के अंग्रेजी संस्करण के मुद्रण एवं प्रकाशन पर स्थायी रोक लगायी जाती है।

(4) इस आदेश के निर्गत होने की तिथि से सेवा पुस्तिका के किसी भी संस्करण की प्रति पर अंग्रेजी में किया गया अभिलेखन और सत्यापन पूर्णतः अवैध तथा प्रभावहीन माना जाएगा।

(5) इस स्थायी आदेश के निर्गत होने की तिथि से सेवा पुस्तिका में अंकनीय या किसी भी रूप में प्रयोजनीय अंग्रेजी में निर्गत कोई भी आदेश पूर्णतः अवैध और प्रभावहीन माना जाएगा।

(6) मुद्रित सेवा पुस्तिका की प्रत्येक प्रति दोस पृष्ठों की होगी तथा उसका आवरण 'वाइडिंग क्लीथ' का होगा। उसका रंग नीला होगा।

(7) सेवा पुस्तिका का मुद्रण-प्रकाशन तथा उसकी जिल्दसाजी का काम केन्द्रीय लेखन सामग्री एवं प्रपत्र भण्डार, बिहार राज्य विद्युत बोर्ड, विद्युत भवन, जवाहर लाल नेहरू मार्ग, पटना 800001 के द्वारा किया जाएगा।

अनु०—यथा उपर्युक्त।

शिव प्रिय

संयुक्त सचिव-सह-संयुक्त निदेशक (प्रशासन)

ज्ञापक 402 वि० बोर्ड,

पटना, दिनांक 1-4-76

प्रति अनुलग्नक की एक प्रति के साथ अभियन्ता प्रमुख-सह-बोर्ड के सलाहकार (तकनीकी)/सभी महाप्रबन्धक-सह-मुख्य अभियन्ता/सभी मुख्य अभियन्ता/मुख्य अभियन्ता (असैनिक), सुवर्णरेखा जल विद्युत परियोजना, सिकीदरी, राँची/वित्त नियंत्रक/महाअधीक्षक, वरौनी ताप विद्युत केन्द्र वरौनी/महाअधीक्षक, पतरातू ताप विद्युत केन्द्र, पतरातू/सभी विद्युत अधीक्षण अभियन्ता/आवासी अभियन्ता, पटना विद्युत आपूर्ति उपक्रम/उप आरक्षी महानिरीक्षक/लेखा निदेशक/वित्त निदेशक/आन्तरिक अंकेक्षण निदेशक/राजस्व निदेशक/सभी विद्युत कार्यपालक अभियन्ता/सभी उप लेखा निदेशक/सभी लेखा पदाधिकारी, बिहार राज्य विद्युत बोर्ड को सूचना एवं आवश्यक कार्रवाई के लिए दी जाती है।

अनु०—यथा उपर्युक्त

शिव प्रिय

संयुक्त सचिव-सह-संयुक्त निदेशक (प्रशासन)

ज्ञापांक 402 वि० बोंडें

पटना, दिनांक 1-4-76

प्रति अनुलग्नक की एक प्रति के साथ अभियन्ता सदस्य/सदस्य (प्रशासन)/सदस्य (लेखा)/सदस्य (आधिक अनुसन्धान)/सचिव/मुख्य अधीक्षक (प्रशासन)/नरीय निधि सलाहकार-सह-अवर सचिव/सभी संयुक्त सचिव सह-संयुक्त निदेशक (प्रशासन)/कार्य निदेशक, विभागीय कार्यवाही/उप सचिव/सभी अवर सचिव/जनसम्पर्क पदाधिकारी/अध्यक्ष महोदय के निजी सचिव/सभी प्रशासी पदाधिकारी/अधीक्षक, लेखन सामग्री एवं मुद्रण/विशेष पदाधिकारी (राजभाषा)/सभी पञ्चाखा पदाधिकारी, बिहार राज्य विभूत बोंडें, पटना को सूचना एवं आवश्यक कार्रवाई के लिए दी जायेगी।

अनु०—यथा उपर्युक्त

शिव प्रिय
संयुक्त सचिव-सह-संयुक्त निदेशक (प्रशासन)

अनुप्रमाणित निशान

बायें हाथ के अंगूठे का निशान

बायें हाथ की तर्जनी का निशान

बायें हाथ की मध्यमा का निशान

बायें हाथ की अनामिका का निशान

बायें हाथ की कनिष्ठा का निशान

कामगारों की सेवा-पुस्ती

प्रथम पृष्ठ

1. नाम
2. पिता का नाम
3. जाति और वंश,
4. आवास (ग्राम, डाकघर, थाना, जिला)
5. जन्म की तारीख
6. ऊँचाई ,
7. पहचान-चिह्न
8. बोर्ड की सेवा में प्रवेश की तारीख
9. कामगार का हस्ताक्षर अथवा अँगूठे का निशान (यदि अनुपलब्ध हो तो)

हस्ताक्षर

कार्यालय प्रधान का पदनाम

1	2	3	4	5	6	7				8	9	10
						नियुक्ति समाप्त होने की तारीख	प्रोन्नति	अवनति	स्थानान्तरण			
नियुक्ति का नाम	स्थात्री या अस्थायी	मौलिक या स्थानापन्न	वेतन रु० पं०	नियुक्ति की तारीख	कार्यालय प्रधान का हस्ताक्षर						कार्यालय प्रधान का हस्ताक्षर	सेवा या दण्ड के सम्बन्ध में अभियुक्ति

BIHAR STATE ELECTRICITY BOARD

Vidyut Bhawan, Bailey Road, Patna-1

Standing Order No. VII/AG-1039/75—514

Patna, the 10/4/76

Subject—Delegation of power for countersigning the T. A. bill of Gazetted and non-gazetted staff of the Accounts personnel of the Patratu Thermal Power Station, Patratu.

In continuation of Board's Standing Order No. SS/DP-1001/64-161/EB dated 31.8 1965 the Director of Accounts, Patratu Thermal Power Station is declared as Controlling Officer under Rule 157 of the Bihar T. A. Rules, in respect of the T. A. bills of all Gazetted and non-gazetted Accounts Personnel working under him.

The Chief Engineer, Patratu Thermal Power Station is declared controlling officer and countersigning for the T. A. bills of the Director of Accounts posted there.

By order of the Bihar State Electricity Board

B. Mishra
Joint Secretary

Memo No. VII/AG-1039/75-227

Patna, the 10/4/76

Copy forwarded to Member (Admin.)/Member (Accounts)/Member (Economic Research)/Engineer Member/Chief Superintendent (Administration)/Private Secretary to Chairman/All General Manager-cum-Chief Engineers / Chief Engineer, Transmission / Chief Engineer, Generation/Chief Engineer (Stores and Purchase)/Chief Engineer (Tech. Audit)/Addl. Chief Engineer (Civil), Subernrekna Hydel Project/Financial Controller/Director of Accounts/Director of Revenue / Director of Internal Audit/Addl. Secretary-Cum-Senior Law Advisor/Joint Secretary-I, II and III/Director Rural/Director of Purchase/Director of Finance/Director Planning/Chief Engineer (Project), Patratu Thermal Power Station, Patratu/General Superintendent, Barauni Thermal Power Station/All Flecl. Superintending Engineers/Director of Accounts, Patratu Thermal Power Station, Patratu/All Under Secretary/Dy. Director of Accounts/Public Relation Officer for information and necessary action.

B. Mishra
Joint Secretary

Standing Order No. XIII/DI/1017/75-515/EB

Patna dt. the 7.5.76.

In pursuance of Board's Resolution No. 3677 dated the 13th April, 1976, sub-paragraph (b) and (c) of the Board's Standing Order No 454 dated the 19th June, 1975, are clarified as follows :

(a) The following categories of workmen who have no avenue of promotion, shall be eligible for the next higher scale of pay of the Board. For this purpose, 15% of the permanent posts in each cadre, shall be up-graded to the next higher scale of pay and the posts, so up-graded, shall be filled up according to seniority and satisfactory record of service.

1. Peon, 2. Choukidar, 3. Treasure Guard, 4. Daftary, 5. Survey Khalasi, 6. Mali, 7. Amin, 8. Khansama, 9. Record Supplier, 10. Tractor Operator, 11. Driller, 12. Blaksmith, 13. Carpenter, 14. Compressor Operator, 15. Dressor, 16. Compounder, 17. Diesel Engine Driver, 18. Meter Reader, 19. Adrema Machinic Operator, 20. Plumber, 21. Rigger, 22. Scientific Assistant, 23. Meter Inspector, 24. Sarang, 25. Sanitary Inspector, 26. Nurse, 27. Kannoogo, 28. Telephone Operator, 29. Telex Operator.

The total strength of each category shall not be varied only 15% incumbents will be in the next higher scale.

(b) In categories of workmen drawing pay in the pay scale of Rs. 380-680/- and below, where there is stagnation on account of a long queue, or because of limited scope of promotion, also 15% posts shall be up-graded in the next higher scale, subject to the condition that no employee shall be eligible for these posts who has not been at the same post for twelve years and has not got any promotion. The up-graded posts shall be filled up according to seniority and satisfactory record of service but the total strength shall remain constant.

2. It is reiterated that up-gradation of 15% of the cadre strength in the manner indicated above will not mean any increase in the concerned cadre. In other words, the total strength of the cadre will remain intact,

Subject—paragraphs (b) and (c) of the Board's Standing Order No. 454 dated the 19th June, 1975, shall stand modified to the above extent.

3. Where promotional avenues are available, double benefit in fixation of pay shall not be allowed. Deduction from the salary of those workmen who have already been benefitted twice in the matter of pay fixation, i.e. once in the Selection Grade and again in promotion shall be made immediately, in twelve equal instalments or at the rate of Rs. 60/-p. m. whichever will effect the recovery earlier.

By Order of the Bihar State Electricity Board

Sd/-H. C. Mishra

Director of Personnel

Standing Order No. 516/EB.

Patna dt. the 15-5-76

Subject—Principles of Promotion in the Cadre of the Stores Applicable Till Cadre Rules are Framed.

In pursuance of Board's Resolution No. 3698 dated 30-4-76 the following principles are laid down for eligibility to provisional promotion and Recruitment in different cadres of the Stores Department, pending finalisation of the rules for promotion and recruitment.

Promotion

(i) Vacancies in the grade of Assistant Store Keeper shall be filled up by promotion from amongst Stores Assistant for which a minimum of five year's experience as Stores Assistant shall be necessary.

(ii) Vacancies (present number 44) in the grade of Senior Store-keeper shall be filled up from amongst Assistant Store-keepers, for which a minimum of eight year's experience as Assistant Store Keeper/Assistant Stock Verifier/Assistant Stores Inspector, shall be necessary.

(iii) 30% post of Assistant Controller of Stores, in the scale of pay of Rs 600-1275-/, i.e. 14 out of 48 posts, shall be filled up by promotion from amongst Senior or Store keepers/Chief Store Inspector/Chief Stock Verifier, for which a minimum of eight year's experience as Senior Store-Keeper/Stores Inspector/Claims Inspector/Stock Verifier and Chief Stock Verifier/Chief stores Inspector, shall be necessary.

The above promotions shall be made on the basis of seniority-cum-record of service, keeping in view the instructions contained in the Board's Standing Order No. 454 dated 19-6-1975, except in respect of (iii) above i.e. to the rank of Assistant Controller of Stores, which shall be made on the basis of merit-cum-seniority.

Recruitment

(i) Based on the vacancies in the various grades of the stores cadre 170 Stores apprentices shall be recruited, according to the provisions of the Apprentices Act. These apprentices shall be deployed for training in various units of the Board, with the regular Stores staff with the prospect of being absorbed at the end of satisfactory completion of their apprenticeship. 50 apprentices shall be recruited from amongst the departmental candidates on merit basis. The departmental candidates shall not be more than 30 (thirty) years of age, and must have put in at least 3 year's on temporary basis and/or one year, on permanent basis. On completion of apprenticeship, they will be absorbed as Stores assistants if they complete apprenticeship satisfactorily, otherwise, they shall be reverted back to their previous assignment. Departmental employees who opt for recruitment as apprentices shall be relieved from their posts and shall have to take extraordinary leave for a period of one year during which period they shall be eligible only for payment of the apprentices remuneration.

Minimum educational qualifications for apprentices and for the posts of Stores Assistant shall be Matriculation but preference shall be given to candidates having passed Intermediate examination in Science/Commerce/Arts, with Mathematics/Economic as one of the subjects.

(ii) 20 vacant posts of Senior Store Keeper shall be filled up by direct recruitment, for which the minimum educational qualification shall be Diploma in Electrical Engineering/Mechanical Engineering/Material Management or Degree in Science/Commerce/Arts, with Mathematics/Economics as one of the subjects, and a minimum of two year's experience in Stores Management.

A statement indicating the sanctioned strength and existing vacancies in the different cadres is enclosed.

The promotions and recruitments shall be made by the Board.

By order of the Bihar State Electricity Board

Sd/- H. C. Mishra.

Director of Personnel

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration, Establishment)

Standing Order No. SIII/T-106/75—517/EB.

Dated, Patna, the 29.3.1976.

Consequent upon the formation of Area Electricity Boards; the General Manager-cum-Chief Engineers of the Area Electricity Boards were delegated with the powers of making transfers and postings of the officers upto the rank of Elecl. Executive Engineer posted within their administrative jurisdiction, under rule 13(a) of the "Rules for constitution and functioning of the Area Boards of the Bihar State Electricity Board. The power of transfer and posting of the officers by the General Manager-cum-Chief Engineers within their administrative jurisdiction was, however, stayed till the 31st. March, 1976 due to the administrative reasons. The matter has since been reviewed and the Board in its Resolution no. 3689 has decided that the General Manager cum-Chief Engineers of the Area Electricity Boards will henceforth make transfers and postings of the officers upto rank of Asstt. Elecl Engineers and equivalent only within their administrative jurisdictions and the transfer and posting of officers of the rank of Elecl. Executive Engineers and above will, however, continue to be made by the Board as before.

2. Further, the Board has also decided that the transfers and postings of the officers of rank of Asstt. Elecl. Engineer will continue to be made by the Secretariat of the Board in special cases involving (i) Administrative Reasons and (ii) of those who have completed six years of service in a particular Area Electricity Board instead of ten years as decided earlier.

3. This order takes immediate effect.

By order of the Bihar State
Electricity Board,
C. P. Singh
Secretary.

Memo No. SIII/T-106/75—301/ EB.

Dated, Patna, the 29-5-1976.

Copy forwarded to Member (Administration)/Member (Account.)/Member (Economic-Research)/Engineer Member/Chief Administrator-Cum-Engineer-in-Chief/All Chief Engineers/All General Manager-cum—Chief Engineers of the Area Electricity Board/Financial Controller/Director of Internal Audit/Technical Secretary to Chairman, Bihar State Electricity Board, Patna for information.

S. P. Mukherjee
Joint Secretary-I.

Memo No. SIII/T-106/75—301/EB.

Dated, Patna, the 29-5-1976.

Copy forwarded to Dy. Chief Engineer (R. L.)/Chief Superintendent (Administration)/All General Superintendents/Patratu Thermal Power Station/Barauni Thermal Power Station/All Elecl. Superintending Engineers/All Superintendents/Joint Secretary-II & III/Dy. Secretary/All Elecl. Executive Engineers/Director of Accounts/Director of Personnel/Director of Finance/Director of Revenue/All Under Secretaries, for information.

S. P. Mukherjee
Joint Secretary-I.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. 518/EB.

Dated, Patna, the 31-5-1976.

It has been noticed that some of the field officers like Superintending Engineers, Executive Engineers, Assistant Engineers, etc. directly correspond with the Board in respect of either personal or official matters. It is made clear that with the setting up of the Area Boards and the Generation-cum-Transmission Organisation, all correspondence from officers posted within the jurisdiction of these organisations, should be routed through the Area Boards. Only such correspondence may be exchanged with the Board directly as arises from direct communication or orders from the Board in urgent circumstances.

2. In personal matters, officers posted in the Area Board and the Generation-cum-Transmission Organisation, should communicate through proper channel only. Advance copies of representations can, however, be sent for the information of the Board. The Board, however, only in exceptional circumstances and at its discretion, shall take cognizance of such advance copies not sent through proper channel. In all other cases, direct communications shall be ignored.

3. Officers posted at the Board's headquarters shall also communicate through proper channel and no direct representations letters or applications should be submitted to higher authorities without the knowledge of their immediate superior officers.

4. These instructions may be adhered to strictly by all officers of the Board.

C. P. Singh
Secretary to the Board,

Memo No. 281/ EB.

Dated, Patna, the 31-5-1976.

Copy forwarded to the Chairman/Member (Administration)/Member (Accounts)/Member (Economic-Research)/Engineer Member/Chief Superintendent (Administration)/Financial Controller/Director of Personnel for information and necessary action.

C. P. Singh
Secretary to the Board.

Memo No. 281 /EB.

Dated, Patna, the 31-5-1976.

Copy forwarded to all General Manager-cum-Chief Engineers of the Area Electricity Boards/Chief Administrator-cum-Engineer-in-Chief, Generation-cum-Transmission Organisation/All Chief Engineers of the Board for information and necessary action.

Receipt of this standing order may kindly be acknowledged.

C. P. Singh
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Personnel Department)

Standing Order No. XIII/M 1-102/76-519/EB.

Dated, the 3-6-76.

The Board has, in its Resolution No. 3718 dated 25-5-76, decided that all promotions against vacancies occurring before the publication of the Subordinate Accounts Service Rules, 1976, shall be filled up as stipulated in Board's Standing Order No. 454 dated 19-6-75, on the basis of seniority-cum-record of service, and that all subsequent vacancies occurring from the date of publication of the Subordinate Accounts Service Rules, 1976 i.e. after 14-4-76 shall be filled up after constitution of the seven separate cadres in accordance with the said Rules.

By order of the Bihar State
Electricity Board.
H. C. Mishra
Director of Personnel

Memo No. 711/EB.

Patna, dated, the 3-6-76.

Copy forwarded to Member (Administration)/Accounts Member/(Economic Research)/
Engineer Member/Private Secretary to Chairman for information.

H. C. Mishra
Director of Personnel.

Memo No. 711/EB.

Patna, dated, the 3-6-76.

Chief Administrator-cum-Engineer-in-Chief, Generation & Transmission Organisation/
General Manager-cum-Chief Engineer, Area Electricity Boards, Patna, Ranchi, Muzaffarpur
and Darbhanga/General Manager-cum-Chief Engineer (Transmission), Bihar State Electricity
Board, Patna/General Manager-cum-Chief Engineer, Patratu and Barauni Thermal Power
Stations/Chief Engineer (Rural Electrification)/Chief Engineer (Tech. Audit)/Chief Engineer
(Stores & Purchase)/Chief Engineer (Civil), Subernrekha Hydel Project, Sikidari, Ranchi/
Chief Superintendent (Administration)/Financial Controller/Director of Accounts/Director of
Finance/Director of Revenue/Director of Internal Audit/All Electrical Superintending Engineers/
All Deputy Director of Personnel/Joint Secretary I, II & III/Deputy Secretary/Under
Secretary, I, II & III/All Personnel Officers for information.

H. C. Mishra
Director of Personnel.

Memo No. 711/EB.

Patna, dated, the 3-6-76.

Copy forwarded to Joint Secretary, Joint Management Council (APEX) for information.

H. C. Mishra
Director of Personnel.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Personnel Department)

Standing Order No. 520/EB.

Patna, dated, the 3-6-76.

Sub : Payment of fee for setting question papers and avatuating answer books.

In partial modification of Standing Order No. 117 dated the 21st November, 1964, it has been decided that the rates for evaluating answer books in connection with recruitment and departmental examinations, other than 'Lekha Pravin Parikhsha' shall be Re. 1/- (Rupee one) only per answer book.

By order of the Bihar State
Electricity Board.
C. P. Singh
Secretary to the Board.

Memo No. 245/EB.

Patna, dated, the 3-6-76.

Copy forwarded to All General Manager-cum-Chief Engineers, Area Electricity Boards, Ranchi/Patna/Muzaffarpur/Darbhanga and Bhagalpur/Patratu Thermal Power Station, Patratu/Barauni Thermal Power Station, Barauni/Financial Controller/Director of Finance/Director of Accounts/Director of Internal Audit/Dy. Director of Accounts (Sect.)/All Electrical Superintending Engineers/All Dy. Director of Personnels/All Personnel Officers/P. As Chairman/ Accounts Member/Member (Administration)/Engineer Member for information and necessary action.

C. P. Singh
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. VII/AG-1044/76-521

Patna, the 4-6-76.

Sub :—Representation from members of the family of the Officers/Staff of the Board for transfer and other matters.

It has been noticed that representation from family members of Board's employees are received regarding their transfer and other matters. This is probably done with a view to rousing compassion among the authorities of the Board. The employee also wants to remain in the background so that he may not be deprived of the transfer T. A. and can wriggle out of this situation if necessary by saying that the representation was submitted without his knowledge and consent. Often the petitions also contain recommendations of Legislators which would not have been possible had the representation been signed by the employee because he would have been hauled up for getting the 'Pairavi' done. Such representations by proxy appear to be clever ruse.

The Board after careful consideration has decided that such representations for transfer and other matters through family members of Board's officers/staff be ignored or outright rejected.

By order of the Bihar State
Electricity Board
B. Mishra
Joint Secretary.

Memo No. 446

Patna, the 4-6-76.

Copy forwarded to Member (Admn.)/Member (Accounts)/Member (Economic)/Member Engineer-in-Chief/Private Secretary to Chairman for information.

B. Mishra
Joint Secretary.

Memo No. 446

Patna, the 4-6-76.

Copy forwarded to Chief Administrator-cum-Engineer-in-Chief, G. T. O./All General Managers-cum-Chief Engineers/Financial Controller/Joint Secretary-I & II/All Electrical Superintending Engineers/All Director of Accounts/Deputy Secretary/Director of Personnel/ All Under Secretaries/All Administrative Officers/All Section Officers for information and necessary action.

B. Mishra
Joint Secretary

Standing Order No. DA/36/F2-80/76-522

dt. 14-4-76.

It was intimated vide this office letter No. F3/FW-HQ-129/75-964 dated 9-6-1976 that in accordance with the provision contained in the Bihar State Electricity Board contributory Provident Fund Rules 49, as claimant (s) Legal heir (s) was/were required to submit documentary evidence (like succession certificate) from a court of judicature and accordingly it was decided that in the case of final withdrawal of C. P. F. accumulation in the event of his death, payment of final withdrawal of C. P. F. up to the limit of Rs. 500/- will be made on the certificate of a B. D. O./mukhia and any higher amount will be made only on the production of Succession certificate of a proper court.

The Board considered the various difficulties in obtaining the succession certificate from a court by the claimant of a deceased employee accordingly, it was decided in its resolution No. 3717 dated 27-5-76 that the amount of the C. P. F. accumulation and gratuity in respect of a deceased employee, not exceeding Rs. 10,000/- may be paid to his/her legal heir or heirs on full satisfaction of the Board regarding his/her identity and on production of verification certificate granted by a B. D. O. certifying the claimant/claimants as heir/heirs of the deceased and is entitled to receive the payment of the aforesaid claim and also certifying about the existence or otherwise of the other members of his/her family as defined in the Board C. P. F. Rule (2) g.

Sd/- Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA
(Personnel Department)

Standing Order No. IX/API-1012/76—523/EB.

Dated, the 21/6/76

Sub :— Instructions for making appointments to all Class III (non-technical) posts in the Board.

Based on the Government of Bihar, Personnel Department Resolution No. 1918 dated the 28th January, 1976, the following instructions are laid down, for making appointments to all Class III (Non-technical) posts in the Bihar State Electricity Board :—

1. Applicability :—

These instructions shall be applicable only in respect of appointments of Class III (non-technical) office staff.

2. Pooling of Vacancies :—

All existing vacancies and those likely to occur during the year, whether due to retirement, promotion to higher posts or creation of new posts shall be pooled at the level of the Board; at the beginning of each year, and processed with a view to filling them up, from a common merit list. The Area Board the Generation-cum-Transmission organisation, and other Departments and Establishments of the Board shall, in the beginning of December each year, send a list of vacancies to the Director of Personnel, for the purpose.

3. Advertisement :—

All vacancies whether permanent or temporary, which are not filled by promotion, shall be notified to the Employment Exchange. Whenever considered necessary vacancies may be advertised in local news papers.

Advertisements or notice to the Employment Exchange shall specify the number of vacancies reserved for Board's employees or their dependents, Scheduled Castes/Scheduled Tribes and Ex-servicemen, separately, as also preference to be accorded to retrenched hands and sportsmen etc. in accordance with the orders issued by the Government/Board, from time to time.

4. Drawing up of Merit list

Candidates will not be subjected to any kind of test whatsoever and their merit list will be drawn up only on the basis of marks in the manner hereinafter indicated.

Notes : Appointments to the post of Stenographers and Typists, for which, besides the general educational qualification special qualifications are essential shall, however, be out of the perview of this order, although the other conditions as in this order, will also apply to them.

5. The percentage of aggregate marks obtained in the examination which is minimum prescribed for the post would be the base and it should be worked out first. In the case of candidates who have passed higher examination like B. A., B. Com., B. Sc., B. L. or possess any Post-graduate degree etc. they will get weightage of 5% over the base mark, that is, the percentage of aggregate marks obtained in the examination relating to the prescribed minimum qualification.

6. General candidates who on the last date fixed for the receipt of the application, are 25 years of age and above, but not exceeding 27 years, will get weightage of additional marks in the following manner—

Candidates who have attained the age of	Marks
25 years	2
26 years	4
27 years	8

In the case of candidates belonging to Schedule Castes/Tribes, similar weightage will be, given to those who have attained the age of 30, 31 and 32 years.

7. After marks have been worked out in the manner indicated above, the figures so arrived at will be increased by the following rates for sports qualifications—

(a) International Competition	4
(b) National Competition	3
(c) Inter-University Tournament	2
(d) National School Sports	1

8. Preparation of a tentative merit list

A tentative merit list shall be prepared in accordance with the procedure laid down in paragraphs 4 to 7 above. The candidates, thus selected tentatively, shall be asked by Registered post to appear in person before the Director of Personnel or any officer authorised by him on a particular date and time alongwith his certificates, degrees and marks sheets in original.

All certificates in regard to qualifications, age, sports activities, in support of his being Scheduled Castes/Tribes or being ex-serviceman, retrenched hand, displaced person, relative of the Board's employee or Board's employee etc. shall properly scrutinised and checked up with the original.

9. Approval of merit list :

A final merit list drawn on the basis of para 8 above will be duly approved by a Selection Committee, consisting of three members, constituted by the Board.

While approving the merit list, the selection Committee shall see that Scheduled Castes/Tribes candidates are represented therein, in prescribed proportion, according to instructions issued from time to time, for ensuing proper representation of Scheduled Castes/Tribes, in services or posts under the Board. If this cannot be secured by applying the common yardstick, the standard in their case should be relaxed to fill in the vacancies reserved for them provided they are otherwise suitable.

10. The merit list thus approved shall be in two parts. Part 'A' will consist of names upto the number of vacancies notified for filling. Part 'B' will consist of names lower down in the merit list beginning from the candidates just below the last candidate in the corresponding Part 'A' list. It would suffice if the Part 'B' list consists of about half the number names in Part 'A'. Part 'B' of the list would be utilised for filling up the vacancies due to drop-outs from the Part 'A' of the list and/or filling up the vacancies that may occur in future. Ordinarily the lists shall remain valid upto one year. Vacancies occurring thereafter can be filled from the whole list only in case it is validated by the Board for sufficient reasons to be recorded in writing.

11. Allotment of Candidates from the common merit list.

Candidates from the common merit list will be allotted by the Director of Personnel to the Area Boards, Generation-cum-Transmission Organisation, and other Departments and Establishments of the Board, according to the requirements of each, ascertained under para 2 ibid, for appointment by different authorities under delegated powers. While forwarding names of selected candidates, their application forms, alongwith all enclosed certificates etc. will also be sent.

12. Issue of appointment letters—

On receipt of the orders allotting candidates for appointment, the appointing authority shall issue letter of appointment specifying a date by which the candidate will be required to join. In appointments after 1st January, 1976, the candidates shall be asked to furnish in addition usual medical certificate and declaration that they have not accepted any dowry or that if they are unmarried, they will not accept dowry when they get married. Only thereafter, the appointing authority shall accept the joining report of the candidate.

By order of the Bihar State
Electricity Board,
H. C. Mishra
Director of Personnel

Memo No. 287/EB

Patna, dated, the 21/6/76

Copy forwarded to Member (Administration)/Member (Account)/Member (Economic Research)/Engineer Member/Private Secretary to Chairman/Chief Administrator cum-Engineer-in-Chief, Generation & Transmission Organisation/General Manager-cum-Chief Engineer, Area Electricity Boards, Patna, Darbhanga, Ranchi, Muzaffarpur, Bhagalpur/General Manager-cum-Chief Engineer, Barauni Thermal Power Station and Patratu Thermal Power Station/Chief Engineer (Stores & Purchase)/Chief Engineer (Rural Electrification)/Chief Engineer (Tech. Audit)/Chief Engineer (Civil), Subernrekha Hydel Project, Sikidari, Ranchi/Chief Superintendent (Administration)/All Electrical Superintending Engineer, Supply & Transmission Circles/Resident Engineer, Patna Electric Supply Undertaking/All Dy. Director of Personnel/All Personnel Officers for information.

H. C. Mishra
Director of Personnel

Memo No. 287 /EB.

Patna, dated, the 21/6/76.

Copy forwarded to Financial Controller/Director of Accounts/Director of Finance/
Director of Internal Audit/Joint Secretary I, II & III/Dy. Secretary/All Under Secretaries
for information.

H. C. Mishra
Director of Personnel

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. I/Misc-201/76-524/EB.

Dated, Patna, the 3-7-76

1. Consequent upon the transfer of work relating to Vigilance Anti Power Theft and Anti Power material theft of the Board to the State Govt. the services of D. I. G. and the Director of Vigilance were returned back to the State Govt. The Board vide its Resolution No. 2622 dt. the 9th March, 1976 therefore, decided that the Security and Intelligence work which remained in the Board, should be put into the charges of the Chief Superintendent (Adm.) and all the powers delegated to the D. I. G. be delegated to the Chief Superintendent (Adm.) so that there might not be difficulty in the working of the Security and Intelligence wing of the Board.

2. Hence, in pursuance of the Board's Resolution No. 3622 dt. the 9th March, 1976 and in supersession of Standing Order No. X/A-1033/73-390 dt. 25. 5. 73, the Chief Superintendent (Adm.) being the principal Head of the Deptt. is put into overall charge of the Security and Intelligence wing of the Board. All the powers, as shown in the enclosed schedule, delegated in Standing order No. X/A-1033/73-390 FB dt. the 25-5-73 to the D. I. G. shall stand delegated the Chief Superintendent (Adm.) B. S. E. B., Patna, Chief Superintendent (Adm.) shall be the Controlling Officer for T. A. purposes of Director of Security, B. S. E. B., Patna and in respect of his own T. A. bills and Director of Security shall be the Controlling Officer for purposes of T. A. and Establishment of the Security Officer, Security Jamadars and Security Guards posted at Board's Headquarters and also in the field Officers.

3. For the sake of convenience in payment of salaries, T. A. bills and other vouchers, the Accounts Officer (Security) shall continue to exercise the same powers as laid down in Standing Order No. X/A-1033/13-390 dated, the 25-5-73 with the only modification that requisite cheques etc. will be drawn under the joint signature of Accounts Officer(s) and the Director of Security.

4. This order will come into force with immediate effect.

By order of the B. S. E. B.
Sd/ C. P. Singh
Secretary to the Board

SCHEDULE OF FINANCIAL POWER DELEGATED TO THE
CHIEF SUPERINTENDENT (ADMINISTRATION)

Item expenditure of stationery	Extent to which delegation
1. Local purchase of stationery	Rs. 100/- at a time.
2. Rent & Taxes.	Rs. 250/-
3. Book and periodical	Rs. 150/- per annum
4. News Papers	Rs. 150/- per annum
5. Petty Transport charge in single transaction	Rs. 100/- in a single transaction
6. Conveyance hires	Full power
7. Purchase of furniture	500 (in consultation with finance)
8. Repair of office furniture	Full power (in consultation with finance)
9. Hiring of office furniture	Rs. 100/-
10. Purchase of Typewriter (with prior approval of Secretary upto two typewriters per year)	Full powers
11. Purchase of Bicycles (with prior approval of secretary)	Full power (the price of each cycle should not exceed Rs. 250/-)
12. Repair of Bicycles	Full power
13. Purchase of Tents	Rs. 1000/- in consultation with finance
14. Entertainment other than of V. I. Ps.	Full power subject to the instructions issued by the Board from time to time.
15. Uniform and liveries	Full power subject to the instruction issued by the Board from time to time.
16. Re-imburement of medical bills	Rs. 100/- in each case
17. Miscellaneous :	
(a) Hot and cold weather charge	Full power where the proposed expenditure exceed Rs. 100/- financial concurrence should be obtained.
(b) Office expenses	Full power
(c) Supply of drinking water	Full power
(d) Purchase of Umbrellas	Full power
Permanent Imprest Advance	Full power up to Rs. 1000/-

Item expenditure of stationery	Extent to which delegation
Payment of pay and other allowances of deceased employees.	Up to Rs. 1000/
Sanction of grant to dependents or legal heirs of persons who die of any fatal accident.	Rs. 100/-
To sanction repair estimates of vehicles	Rs. 1000/- per vehicle per year

Reward

- a. To informers
- b. 50.00 at a time subject to Rs. 2000/- in a year
- c. To Security and Vigilance personnel Rs. 50/- at a time but not exceeding Rs. 100/- to any individual in a year and also subject to a sum of Rs. 2000/- in year.

बिहार राज्य विद्युत् बोर्ड, पटना
(राजभाषा संगठन)

स्थायी आदेश संख्या रा०भा०/प्र-१०७/७६—५२५ दि० बोर्ड,

पटना, बिनांक २२-७-७६

राज्य सरकार की राजभाषा नीति को पूर्णतः अंगीकृत करते हुए बिहार राज्य विद्युत् बोर्ड ने स्थायी आदेश संख्या ३३४ दिनांक २२ मार्च, १९७१ के द्वारा अपने समस्त काम-काज में शत-प्रतिशत हिन्दी का ही प्रयोग करने का निर्णय लिया। किन्तु, खेद है कि व्यवहारतः बोर्ड की वह संकल्पित भाषानीति अभी तक कार्यान्वित नहीं हो पाई है। प्रायः ऐसा पाया जाता है कि बोर्ड के अधिकांश पदाधिकारी/कामगार के छुट्टी के आवेदन अभी भी अंग्रेजी में ही आते हैं। यह प्रवृत्ति निश्चय ही बोर्ड की राजभाषा नीति के सर्वथा प्रतिकूल है।

२—अतः, हिन्दी सलाहकार समिति की दिनांक ५ जून, १९७६ की बैठक की कार्यवाही की कंडिका ११ को कार्यान्वित करते हुए यह विनिश्चय किया गया है कि अबसे पदाधिकारी या कामगार किसी भी तरह की भी छुट्टी के आवेदन हिन्दी में ही प्रस्तुत किया करें, और अगर किसी भी पदाधिकारी/कामगार का छुट्टी-आवेदन अंग्रेजी में प्राप्त हो तो, उसपर कोई कार्रवाई नहीं की जाएगी, वह आवेदन स्वतः अस्वीकृत समझा जाएगा।

३—सभी सम्बद्ध विभागाध्यक्ष/पदाधिकारी इस आदेश के कड़ाई से अनुपालन का पूरा खगाल रखेंगे।

यह आदेश तुरत प्रभावी होगा।

बिहार राज्य विद्युत् बोर्ड के आदेश से,
चित्तरंजन प्रसाद सिंह
सचिव

ज्ञाप संख्या ६५, दि० बोर्ड,

पटना, दिनांक २२-७-७६.

प्रति, सदस्य (प्रशासन)/सदस्य (लेखा)/सदस्य (आर्थिक अनुसंधान)/अभियन्ता सदस्य/मुख्य प्रशासक-सह-अभियन्ता प्रमुख (उत्पादन)/अध्यक्ष के निजी सचिव/मुख्य अधीक्षक (प्रशासन)/महा प्रबन्धक-सह-मुख्य-अभियन्ता, तिरहुत क्षेत्रीय विद्युत् बोर्ड, मुजफ्फरपुर, मिथिला क्षेत्रीय विद्युत् बोर्ड, दरभंगा, दक्षिण बिहार तथा छोटानागपुर क्षेत्रीय विद्युत् बोर्ड, राँची, केन्द्रीय क्षेत्रीय विद्युत् बोर्ड, पटना / भागलपुर क्षेत्रीय विद्युत् बोर्ड, भागलपुर / महा प्रबन्धक-सह-मुख्य अभियन्ता (संचरण) / मुख्य अभियन्ता (तकनीकी अंकेक्षण) / मुख्य अभियन्ता (भंडार एवं ऋय) / महाप्रबन्धक-सह-मुख्य अभियन्ता, पतरात / बरौनी ताप-विद्युत्-शक्ति-केन्द्र / उप महानिरीक्षक, सुरक्षा / अपर मुख्य अभियन्ता (सिविल) सुवर्ण रेखा जल-विद्युत् परियोजना, सिकंदरी, राँची / वित्त-नियंत्रक अपर सचिव-सह-वरीय विधि सलाहकार / संयुक्त सचिव १ एवं २ / उपसचिव / लेखा-निदेशक / राजस्व-निदेशक / निदेशक, आंतरिक अंकेक्षण / कार्मिक निदेशक / सुरक्षा निदेशक / ऋय-निदेशक / निदेशक, ग्रामीण विद्युतीकरण / निदेशक (योजना)/जनसम्पर्क निदेशक / संयुक्त निदेशक (कार्मिक) / सभी विद्युत् अधीक्षण अभियन्ता/सभी विद्युत् कार्यपालक अभियन्ता / सभी अपर सचिव / सभी लेखा उप-निदेशक / सभी कार्मिक उप-निदेशक / सभी कार्यपालक अभियन्ता (सिविल) / सभी सहायक विद्युत् अभियन्ता / सभी सहायक अभियन्ता (सिविल) / सभी प्रशासी पदाधिकारी / सभी कार्मिक पदाधिकारी / सभी राजस्व पदाधिकारी। श्री रामगोपाल सिंह शर्मा 'रुद्र' हिन्दी, विशेषज्ञ / बोर्ड मुख्यालय के सभी प्रशाखा पदाधिकारी / लेखापाल को जानकारी और आवश्यक कार्रवाई, के लिए अग्रपिथ।

भवनाथ मिश्र
संयुक्त सचिव

बिहार राज्य विद्युत् बोर्ड, पटना
(राजभाषा संगठन)

स्थायी आदेश संख्या रा० भा०/भा० प्र-१०७/७६—५२६ वि० बोर्ड,

पटना, दिनांक २६-७-७६

बोर्ड के स्थायी आदेश संख्या ३३४ दिनांक २२ मार्च, १९७१ के अनुसार, काम-काज में शत-प्रतिशत हिन्दी का प्रयोग अनिवार्य है। बोर्ड की इस संकल्पित भाषानैतिक कार्यान्वयन की दिशा में हो रही प्रगति पर नजर रखने के लिए इसके विभिन्न कार्यालयों से विहित प्रपत्र में मासिक हिन्दी प्रगति-प्रतिवेदन मांगे जाते हैं। खेद है कि इस विषय में अब तक अत्यधिक शिथिलता बरती जाती रही है। अनेक स्मार-पत्रों के बावजूद, बहुत कम ही ऐसे कार्यालय हैं जो अपना प्रगति-प्रतिवेदन नियमित रूप से भेजा करते हैं।

२—अतः, स्थिति की गंभीरता को मद्दे नजर रखते हुए हिन्दी सलाहकार समिति ने अपनी दिनांक ५ जून १९७६ को कार्यवाही की कडिका ५ में जो अनुशांसा की है उसको कार्यान्वित करते हुए यह निर्णय लिया गया है कि मासावधि में दो स्मार-पत्र देने के बावजूद अगर अपेक्षित हिन्दी-प्रगति-प्रतिवेदन प्राप्त न होगा तो, सम्बद्ध कार्यालय-प्रमुख से कारण-पृच्छा करने के उपरान्त बाजावता अनुशासनिक कार्रवाई की जाएगी।

३—श्री लाल बिहारी सिंह, मुख्य अभियन्ता, राजभाषा संगठन की सहायता से बोर्ड मुख्यालय की हिन्दी-प्रगति की नियमित रूप से समीक्षा किया करेंगे।

४—हिन्दी सलाहकार समिति ने ५ जून, १९७६ की बैठक में हिन्दी-प्रगति पर बराबर नजर रखने के बारे में जो अनुशांसा की (बैठक की कार्यवाही की कडिका १०), उसे कार्यान्वित करते हुए समिति के सदस्यों को, बोर्ड के विभिन्न कार्यालयों में हिन्दी-प्रगति के निरीक्षण का कर्तव्याधिकार एतद् द्वारा सौंपा जाता है।

बिहार राज्य विद्युत् बोर्ड के आदेश से,
चित्तरंजन प्रसाद सिंह
सचिव

ज्ञाप संख्या १०२ वि० बोर्ड,

पटना, दिनांक २६-७-७६

प्रतिलिपि, सदस्य (प्रशासन)। सदस्य (लेखा)। सदस्य (आर्थिक अनुसंधान)। अभियन्ता-सदस्य। मुख्य प्रशासक-सह-अभियन्ता-प्रमुख (उत्पादन)। मुख्य अधीक्षक (प्रशासन)। महाप्रबन्धक-सह-मुख्य अभियन्ता, तिरहुत। मिथिला। केन्द्रीय। दक्षिण बिहार तथा छोटानागपुर। भागलपुर क्षेत्रीय विद्युत् बोर्ड। महाप्रबन्धक-सह-मुख्य अभियन्ता (संचरण)। मुख्य अभियन्ता (तकनीकी अंकेक्षण)। मुख्य अभियन्ता (भंडार एवं क्रय)। मुख्य अभियन्ता (डिजाइन)। उप महानिरीक्षक (सुरक्षा)। अपर मुख्य अभियन्ता (सिविल), सुवर्णरेखा। जल-विद्युत् परियोजना, सिकंदरी, राँची। मुख्य अभियन्ता (ग्रामीण विद्युतीकरण)। महाप्रबन्धक-सह-मुख्य अभियन्ता, बरौनी। पतरातू ताप-विद्युत्-शक्ति-केन्द्र। अध्यक्ष के निजी सचिव। अपर सचिव-सह वरीय विधि सलाहकार। संयुक्त सचिव १ एवं २। वित्त-नियंत्रक। उपसचिव। लेखा-निदेशक। राजस्व-निदेशक। वित्त-निदेशक। निदेशक, आन्तरिक अंकेक्षण। कार्मिक निदेशक। सुरक्षा निदेशक। ऋण निदेशक। निदेशक, ग्रामीण विद्युतीकरण। निदेशक, (योजना)। जनसम्पर्क निदेशक। संयुक्त निदेशक (कार्मिक)। सभी विद्युत् अधीक्षण अभियन्ता। सभी विद्युत् कार्यपालक अभियन्ता। सभी

ज्ञानर सचिव । सभी लेखा उप निदेशक । सभी उप-कार्मिक निदेशक । सभी कार्यपालक अभियन्ता (सिविल) । सभी सहायक विद्युत् अभियन्ता । सभी सहायक अभियन्ता (सिविल) । सभी प्रशासी पदाधिकारी । सभी कार्मिक पदाधिकारी । सभी राजस्व पदाधिकारी । अधीक्षक, लेखन-सामग्री-व-मुद्रण । श्री रामगोपाल सिंह शर्मा 'रुद्र', हिन्दी विशेषज्ञ । बोर्ड मुख्यालय के सभी प्रशाखा पदाधिकारी । लेखापाल, को सूचनार्थ गौर आबयक कार्रवाई हेतु अश्रेणित ।

भवनाथ मिश्र
संयुक्त सचिव ।

बिहार राज्य विद्युत् बोर्ड, पटना
(राजभाषा संगठन)

स्थायी आदेश संख्या रा० भा० । प्र-१०७/७६—५२७ वि० बोर्ड,

पटना, दिनांक २६-७-७६

काम-काज में शत-प्रतिशत हिन्दी प्रयोग विषयक बोर्ड की संकल्पित भाषानीति को कार्यान्वित करने तथा तबनुरूप हिन्दी-कार्य में प्रगति लाने के लिए, कार्यालय आवेश संख्या रा० भा०/भा० प्र-२०२/७५-१७२६ वि० बोर्ड दिनांक १२-४-७६ तथा २७८० दिनांक ३-६-७६ द्वारा, श्री वीरेन्द्र नाथ ओझा, अध्यक्ष, बिहार राज्य विद्युत् बोर्ड, की अध्यक्षता में एक उच्च-शक्ति-सम्पन्न बिहार राज्य विद्युत् बोर्ड हिन्दी सलाहकार समिति गठित की गई थी । बिहार राज्य विद्युत् बोर्ड हिन्दी सलाहकार समिति की दिनांक ५ जून, १९७६ की बैठक की कार्यवाही की कंडिका ६ में निहित अनुशंसा को कार्यान्वित करते हुए इसका नाम एतद् द्वारा बदलकर बिहार राज्य विद्युत् बोर्ड राजभाषा समिति रखा जाता है ।

बिहार राज्य विद्युत् बोर्ड के आदेश से
चितरंजन प्रसाद सिंह
सचिव ।

ज्ञाप संख्या १०३ वि० बोर्ड,

पटना, दिनांक २६-७-७३

प्रतिलिपि, सदस्य (प्रशासन) । सदस्य (लेखा) । सदस्य (आर्थिक अनुसंधान) । अभियन्ता-सदस्य । मुख्य प्रशासक-सह-अभियन्ता-प्रमुख (उत्पादन) । अध्यक्ष के निजी सचिव । मुख्य अधीक्षक । महाप्रबन्धक-सह-मुख्य अभियन्ता, तिरहुत क्षेत्रीय विद्युत् बोर्ड, मुजफ्फरपुर, मिथिला क्षेत्रीय विद्युत् बोर्ड, दरभंगा, केन्द्रीय बिहार क्षेत्रीय विद्युत् बोर्ड, पटना, दक्षिण बिहार तथा छोटानागपुर क्षेत्रीय विद्युत् बोर्ड राँची, भागलपुर क्षेत्रीय विद्युत् बोर्ड, भागलपुर । महाप्रबन्धक-सह-मुख्य अभियन्ता (संचरण) । महाप्रबन्धक-सह-मुख्य अभियन्ता, बरौनी । पतरात

ताप-विद्युत्-शक्ति-केन्द्र। मुख्य अभियन्ता (सामग्री अंशक्षण)। मुख्य अभियन्ता (पांडार एवं ऋय)। मुख्य अभियन्ता (डिजाइन)। मुख्य अभियन्ता (ग्रामीण विद्युतीकरण)। उप महानिरीक्षक (सुरक्षा)। अपर मुख्य अभियन्ता (सिविल)। सुवर्णरेजा-जल-विद्युत् परियोजना, सिकंदरी, राँची। वित्त नियंत्रक। अपर सचिव-सह-वरीय विधि सहायकार/संयुक्त सचिव १ एवं २। उपसचिव। लेखा-निदेशक। राजस्व निदेशक। वित्त-निदेशक। निदेशक, वान्तरिक अंशक्षण। कार्मिक निदेशक। सुरक्षा निदेशक। क्रय निदेशक। निदेशक, ग्रामीण विद्युतीकरण। निदेशक (योजना)। जनसम्पर्क निदेशक। संयुक्त निदेशक (कार्मिक)। सभी विद्युत् अधीक्षण अभियन्ता। सभी विद्युत् कार्यपालक अभियन्ता। सभी कार्यपालक अभियन्ता (सिविल)। सभी अवर सचिव। सभी लेखा उप निदेशक/सभी सहायक विद्युत् अभियन्ता। सभी सहायक अभियन्ता (सिविल)। सभी प्रशासी पदाधिकारी। सभी कार्मिक पदाधिकारी। अधीक्षक लेखन-सामग्री-व मुद्रण। सभी लेखा पदाधिकारी। सभी राजस्व पदाधिकारी। श्री राम गोपाल सिंह शर्मा 'रुद्र', हिन्दी विशेषज्ञ। बोर्ड मुख्यालय के सभी प्रशाखा पदाधिकारी। लेखापाल को सूचनार्थ और आवश्यक कार्रवाई हेतु अग्रोपित।

भवनाथ मिश्र
संयुक्त सचिव।

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. SHI/Misc-1079/75-528/EB. Dated, Patna, the 4-8-76.

Consequent upon the creation of the different Area Electricity Boards, establishment of an effective machinery for proper supervision over the Area Boards has become essential. With this end in view, the Department of Supply and distribution at the Board's Headquarters is being strengthened and re-organised in the manner indicated below :—

1. Shri Brajeshwar Prasad, Deputy Chief Engineer (R.E) is redesignated as Deputy Chief Engineer (Supply and Distribution). He shall function as the over-all head of this Department and be responsible for this Department at the level of the Board's headquarters. He shall be responsible for dealing with the following subjects :—

- (a) Monitoring the performance of the Central Bihar Area Electricity Board, Bhagalpur Area Electricity Board and South Bihar and Chotanagpur Area Electricity Board.
- (b) Analysing the reports and returns of the above mentioned three Area Electricity Boards and presenting a comprehensive picture before the Board every two months.
- (c) Looking after complaints with regard to the Supply and Distribution work of these three Area Electricity Boards.
- (d) Attending to the correspondences with the above three Area Electricity Boards.
- (e) Processing proposals received from these Area Electricity Boards.

- (f) Keeping a watch over power theft in respect of three Area Electricity Boards.
 - (g) Co-ordination with the Department of Generation and Transmission and other Department of the Board.
2. Shri N. B. Banerjee, Director (R. E.) is redesignated as Director (Supply & Distribution). He shall be responsible in dealing with the following subjects :
- (a) Monitoring the performance of Tirhut Area Electricity Board, Muzaffarpur and Mithila Area Electricity Board, Darbhanga.
 - (b) Analysing the reports and returns of the two Area Electricity Board and presenting a comprehensive picture before the Board every two months.
 - (c) Looking after the complaints with regard to Supply and Distribution work of these two Area Electricity Boards.
 - (d) Attending to the correspondences with the Tirhut and Mithila Area Electricity Boards.
 - (e) Processing proposals received from these two Area Electricity Boards.
 - (f) Keeping a watch over power thefts in these two Area Electricity Boards.
 - (g) Commercial work assigned to the former Director (Commercial).
 - (h) Work relating to taken over Supply Undertakings.

Both the officers shall work in close co-ordinations with each other and Senior Officers of the two Sri B. Prasad shall have the Co-ordinating role, and he may ask the Director (S & D) to put up any particular file through him.

This arrangement shall be effective from the date of issue of this order.

By order of the Bihar State
Electricity Board.
C. P. Singh
Secretary

Memo No. SIII/Misc-1079/75-1855/EB.

Dated, Patna, the 4-8-1976.

Copy forwarded to Member (Administration)/Member (Accounts)/Member (Economic & Research)/Engineer Member/Chief Administrator-cum-Engineer-in-Chief/All Chief Engineers/All General Manager-cum-Chief Engineers/Financial controller/Director of Internal Audit/Tech. Secretary to Chairman, Bihar State Electricity Board, Patna/P. S. to Chairman, Bihar State Electricity Board, Patna, for information

C. P. Singh
Secretary

Memo No. SIII/Misc-1079/75-1855/EB.

Dated, Patna, the 4-8-1976.

Copy forwarded to Chief Engineer (R. E.)/Chief Superintendent (Admn.)/All Elec. Superintending Engineers/Joint Secretary-II & III/Dy. Secretary/Director of Accounts/Director of Personnel/Director of Finance/Director of Revenue/Dy. Director of Accounts (Sectt.)/Accounts Officer (Estt.), Sir B. Prasad, / Dy. Chief Engineer (R. E.)/Sri N.B. Banerjee, Director (R. E.)-II, Bihar State Electricity Board, Patna, for information.

C. P. Singh
Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department of General Administration)

Standing Order No. SIII/Misc-1057/75—529/EB.

Dated, Patna, the 7-8-76.

Consequent upon the formation of the Area Electricity Boards, the General Manager-cum-Chief Engineers of the Area Electricity Boards, were delegated power to grant leave to the Deputy General Manager under rules 6 (e) of "Rules for the constitution and functioning of the Area Boards of of the Bihar State Electricity Board". Till now the power to grant leave could not be exercised by the General Manager-cum-Chief Engineer as their offices were in process of being equipped by the officers and staff.

In order to have speedy disposal of the leave cases of the officers posted under the different Area Electricity Boards, it has been decided that, henceforth, the General Manager-cum-Chief Engineer shall grant leave to all the officers working under his jurisdictions up to the rank of Deputy General Managers/Electrical Superintending Engineers. The leave shall be granted to the officers after obtaining reports about the admissibility of leave from the Director of Internal Audit, Bihar State Electricity Board, Patna.

The cases of leave involving relaxation of leave Rules may, however, continue to be referred to the Secretariat of the Bihar State Electricity Board, Patna, by the General Manager-cum-Chief Engineers.

This order takes immediate effect.

By order of the Bihar State
Electricity Board,
C. P. Singh
Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. I/Misc-201/76 EB.—530

Patna, the 13-8-76

In continuation of Standing Order No. I/Misc-201/76-524 dated the 3-7-1976, the Director of Security is declared Controlling Officer for the purpose of T.A. and establishment of Security Havildars, Intelligence Officers, Assistant Intelligence Officers, Watchers and other categories of staff subordinate to him, posted at Board's headquarters and the field offices

By order of the Bihar State
Electricity Board
Sd.
C. P. Singh
Secretary to the Board.

Memo No. I/Misc-201/76 EB.—385

Patna, the 3.8.76

Copy forwarded to the Member (Administration)/Member (Accounts)/Member (Economic Research)/Member (Engineering)/Private Secretary to the Chairman/Chief Administrator-cum-Engineer-in-Chief/All General Manager-cum-Chief Engineers/Chief Superintendent (Administration)/Director of Accounts/Deputy Director of Accounts (Secretariat)/Director of Security/Accounts Officer (Security), Bihar State Electricity Board, Patna for information.

Krishna Prasad
Dy. Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. I/SR-106/76—531/EB.

Dated, Patna, the 10-9-1976.

*Sub :—*Constitution of Various Selection Committees at the headquarters of the Board to recommend the names for Selection/Promotion of employees

Board's Staff Regulations provide that all recruitment panels shall be prepared by Selection Committees set up by the competent authority. Rule 87 of Bihar State Electricity Board Service Regulation, 1976 further provides that promotions to be given on the basis of seniority-cum-fitness as well as merit-cum-seniority to be adjudged by a Departmental Promotion Committee set up by a competent authority. Though the Regulations are not for the present applicable to workmen, however, with a view to ensuring uniformity in the method of selection and promotion, the Board in its Resolution No. 3816 dated, the 24th August, 1976, has decided to constitute the following selection committees and promotion committees :

I. Selection Committees

- | | | | |
|---|-----|---|-----------------|
| (i) Class IV Staff
(Non-Technical) | .. | 1. Director of Personnel | .. Chairman. |
| | | 2. Dy. Director of Personnel / Joint Director of Personnel. | .. Member. |
| | | 3. One of the Joint Secretaries to be nominated by the Member (Administration). | |
| | | 4. One Officer of the rank of the E. E. E. by rotation for a year from different Departments functioning at the Board's Hdqrs. (to be nominated by Chairman). | |
| (ii) Class IV Staff
(Technical) | .. | 1. Technical Secretary to the Chairman | .. Chairman |
| | | 2. Dy. Director of Personnel. | .. Member Secy. |
| | | 3. Dy. Secretary. | |
| | | 4. E. P. E. to be nominated by Chairman. | |
| (iii) Class III Staff
(Non-Technical)
including | ... | 1. Secretary | .. Chairman. |
| | | 2. Director of Personnel, or his nominee. | .. Member Secy. |

Ministerial Staff

- | | | | |
|-------|-------------------------------|---|----------------------|
| | | 3. One of the Joint Secretaries to be nominated by the Member (Administration). | |
| | | 4. One member to be Co-opted by the Chairman of the Committee. | |
| (iv) | Class III Staff (Technical). | 1. One General Manager-cum-Chief Engineer to be nominated by the Chairman of the Board. | .. Chairman. |
| | | 2. One E. S. E. from the G. T. O. Cadre to be nominated by the Chief Administrator-cum-Engineer-in-Chief. | |
| | | 3. One E. S. E. from General Cadre to be nominated by the E. M. | |
| | | 4. Director of Personnel, | |
| | | 5. Dy. Director/Joint Director of Personnel. | .. Member Secretary. |
| (v) | Class III Staff | 1. C. E. (Stores & Purchase) | .. Chairman |
| | Stores | | |
| | | 2. Director of Personnel. | |
| | | 3. Director of Accounts. | |
| | | 4. Controller of Stores | ... Member Secy |
| (vi) | Account Staff (Non-Gazetted). | 1. Financial Controller | .. Chairman. |
| | | 2. Director of Personnel or his nominee. | |
| | | 3. Director of Accounts. | .. Member Secy. |
| | | 4. One of the Joint Secretaries to be nominated by the Member (Administration). | |
| | | 5. One E. S. E. to be nominated by the E. M. | |
| (vii) | Security Staff | 1. Chief Superintendent (Administration). | .. Chairman |
| | | 2. Dy. Director (Security) | .. Member Secy. |
| | | 3. One of the Dy. Directors of Personnel to be nominated by the D. P. | |

II. Departmental Promotion Committee.

- (i) For promotion to the Technical posts up to the rank of Junior Engineer and Equivalent rank.
1. Chief Engineer to be nominated by the Member (Administration).
 2. Director of Personnel.
 3. One of the E.S. Es., to be nominated by the Engineer Member.
 4. Joint Director of Personnel/Dy. Director of Personnel. .. Member Secy.
- (ii) For promotion to the ministerial posts and other posts of the Department of General Administration up to the rank of Administrative Officer.
1. Secretary. .. Chairman.
 2. One E. S. E., from Board's headquarters to be nominated by Engineer Member.
 3. One of the Joint Secretaries to be nominated by the Member (Administration) .. Member Secy.
 4. Director of Personnel.
- (iii) For promotion of all non Gazetted posts of Accounts & Stores Branch and to the rank of Jr. Accounts Officer.
1. Financial Controller. .. Chairman.
 2. Director of Accounts. .. Member Secy.
 3. Director of Personnel.
 4. Controller of Stores.
 5. One of the Joint Secretaries to be nominated by Member (Admin.)
- (iv) For promotion to miscellaneous non-Gazetted posts at the Board's headquarters and elsewhere not covered by the above.
1. Director of Personnel.
 2. One of the Joint Secretaries to be nominated by the Member (Admn).
 3. Deputy Secretary.
2. An Officer belonging either to Scheduled Caste or Scheduled Tribe shall be associated as Member with each of the Selection Committees.
 3. These committees will deal with selection of candidates which is handled at the Board's headquarters. Likewise the promotion committees will deal with the cases of promotion which are decided at the Board's headquarters.

4. This will come into force with immediate effect and apply even to those vacancies which have occurred even before issue of the order.

By order of the Bihar State
Electricity Board,
C. P. Singh
Secretary

Memo No. I/SR-106/76—430/EB.

Dated, Patna, the 10/9/1976.

Copy forwarded to the Member (Administration)/Member (Accounts)/Member (Economic-Research)/Member (Engineering)/Private Secretary to the Chairman/Chief Superintendent (Administration)/Director of Personnel/Joint Secretary-I, II & III/Director of Public Relation/Director of Security/Sr. Law Adviser/All Under Secretaries/All Joint Director of Personnel/All Dy. Director of Personnel for information.

Krishna Prasad
Deputy Secretary

Memo No. I/SR/-106/76—430 EB.

Dated, Patna, the 10/9/1976.

Copy to Chief Administrator-cum-Engineer-in-Chief/All General Manager-cum-Chief Engineers/All Chief Engineers/Tech. Secretary to the Chairman/Controller of Stores/Director of Stores & Purchase/All Elect. Superintending Engineers/Financial Controller/Director of Finance/Director of Accounts/Director of Internal Audit/Director of Revenue for information.

Krishna Prasad
Deputy Secretary.

Copy to :—

Section—I — 50 Copies.
Section—II.
Section—III.
Section—IV.
Section—V.
Section VI,
Section—VII.
Section—VIII.
Section—IX

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. 11/Misc-1011/76—534/EB

Dated 20.9.76

Subject :—Statement of Properties and liabilities in respect of Board's officers and workmen-submission of.

Rule 19 (i) of the Bihar Govt. Servant conduct Rules, 1976 provides that every Govt. Servant, on his first appointment to any service or post and at the interval of every three years thereafter shall submit the details of immovable properties owned, aquired or inherited or held on lease or mortgage. The State Govt. in the Personnel Department have further prescribed proforma for submission of such returns vide order no. 2949 dated 5.4.1976.

The Bihar State Electricity Board in its Resolution no. 3786 has decided to adopt the above decision of the State Govt. mutatis mutandis with immediate effect. A cell has been constituted at the headquarters of the Board under the charge of Administrative Officers I for procuring, collecting and scruting of the returns submitted by the employees (Other than class IV employees). All employees (except class IV) shall submit the first return in the prescribed proforma (Annexure) by the 31.10.76 positively. The General Manager-cum-Chief Engineers of Area Electricity Board, General Manager-cum-Chief Engineer (Transmission), General Manager-cum-Chief Engineers, Patratu Thermal Power Station and Barauni Thermal Power Station and Chief Engineer (Civil) will collect the returns from the employees working under them. The returns received from the Gazeted Officers will be sent to the Board's headquarters and in respect of class III employees, the same will be processed and scrutinised at their own level and kept in safe custody. The returns in respect of the employees of the Board's headquarters shall be collected, processed and scrutinised by the cell itself.

बिहार राज्य विद्युत् बोर्ड, पटना
(कामिक विभाग)

स्थाई आदेश संख्या ५३५ वि० बोर्ड

पटना, दिनांक २८-९-७६

विषय कनीय अभियन्ताओं के स्थानान्तरण एवं पदस्थापन की प्रक्रिया ।

कनीय अभियन्ता, जो बोर्ड की अधिसूचना संख्या ४डी १-१०१।७६ १०३५ दिनांक २६-७-७६ के अन्तर्गत १ जून, १९७६ से बोर्ड के पदाधिकारी हैं, के स्थानान्तरण एवं पदस्थापन, केवल निम्नलिखित स्तरों से ही किए जाएंगे :—

- (क) क्षेत्रीय विद्युत् बोर्ड के बोलाधिकार के अधीन, क्षेत्रीय विद्युत् बोर्ड के स्तर से ।
 (ख) एक क्षेत्रीय विद्युत् बोर्ड से दूसरे क्षेत्रीय विद्युत् बोर्ड के अधीन बोर्ड के स्तर से ।

बिहार राज्य विद्युत् बोर्ड के आदेश से,
 हरिश्चन्द्र मिश्र
 कार्मिक निदेशक

आप संख्या १५१६ वि० बोर्ड

पटना, दिनांक-२८-६-७६

प्रतिलिपि सदस्य (प्रशासन) । सदस्य (लेखा) । अभियन्ता सदस्य । सदस्य (आर्थिक शोध) । अध्यक्ष के आप्त सचिव को सूचनाय प्रेषित ।

हरिश्चन्द्र मिश्र
 कार्मिक निदेशक

आप संख्या १५१६ वि० बोर्ड

पटना, दिनांक २८-६-७६

प्रतिलिपि मुख्य प्रशासक-सह-अभियन्ता प्रमुख, उत्पादन एवं संचरण संगठन । महाप्रबन्धक-सह-मुख्य अभियन्ता, क्षेत्रीय विद्युत् बोर्ड, पटना । राँची । भागलपुर । मुजफ्फरपुर एवं दरभंगा । महाप्रबन्धक-सह-मुख्य अभियन्ता (संचरण) । महाप्रबन्धक-सह-मुख्य अभियन्ता, पतरातु थर्मल पावर स्टेशन । महाप्रबन्धक-सह-मुख्य अभियन्ता, बरौनी थर्मल पावर स्टेशन । मुख्य अभियन्ता (सिविल), सुवर्णरेखा हाइडल प्रोजेक्ट । मुख्य अभियन्ता (ग्रामीण विद्युतीकरण) । मुख्य अभियन्ता (क्रय एवं भंडार) । मुख्य अभियन्ता (प्राविधिक अंकेक्षण) । मुख्य अधीक्षक (प्रशासन) । वित्तीय नियंत्रक । सभी अधीक्षण अभियन्ता । सभी कार्यपालक अभियन्ता । निदेशक (लेखा) । निदेशक (नित) । निदेशक (आंतरिक अंकेक्षण) । निदेशक (राजस्व) । लेखा निदेशक (ग्रामीण विद्युतीकरण) । निदेशक (जनसम्पर्क) । संयुक्त सचिव १, २ और ३ । वरीय विधि परामर्शी । संयुक्त कार्मिक निदेशक १ और २ । उप सचिव । सभी अवर सचिव । सभी उप कार्मिक निदेशक । सभी कार्मिक पदाधिकारी । सभी प्रशासी पदाधिकारी । सभी लेखा पदाधिकारी । सभी श्रम कल्याण पदाधिकारी । सचिव के भाप्त सचिव को सूचनाय प्रेषित ।

२—उपयुक्त आदेश सभी कनीय अभियन्ताओं के बीच परिभालित किया जाए ।

हरिश्चन्द्र मिश्र
 कार्मिक निदेशक

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of General Administration)

Standing Order No. I/DP-106/76-536/EB.

Dated, Patna, the 18-10-1976.

Sub : --Delegation of financial power to the Secretary to the Board for purchase of furniture etc.

The Secretary to the Board has already been delegated with full powers vide Item No. 26 of compendium of financial delegations for purchase of furniture etc. subject to the condition that all such purchases should be made in consultation with the Finance wing. It has however, been found that cases regarding petty purchase of furniture etc. when sent to the Finance wing, for its concurrence, take a lot of time.

It has, therefore, been decided to delegate to the Secretary to the Board to make purchases of furniture etc. at his own level without concurrence of Finance subject to the condition that the total amount of such purchase in each case does not exceed Rs. 1000/- at a time.

By order of the Bihar State
Electricity Board,
Krishna Prasad
Deputy Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department of Personnel)

Standing Order No. XI/U1-109/75-537/EB.

Patna, Dated 23-10-76.

Sub :—Principles regarding fixation of pay on fitment of the employees/workmen of the various Electric Supply Undertakings in the scale of pay of the Board.

The following principles are laid down for fixation of pay on fitment of the employees/workmen of the various Private Electric Supply Companies, taken over by the Bihar State Electricity Board, in July, '75, in the pay scales of the Board :—

- (1) The fitment shall take effect from the date of takeover.
- (2) There shall be no point-to-point fixation, and pay in the Board's scales of pay shall be fixed in such a manner that the workmen get either the minimum of the

scale of pay or pay at that stage which shall bring their total emoluments in the Board as close to their total regular emoluments in the erstwhile company as possible, at the time of take over, except emoluments of an adhoc nature, like, free furnished house, higher house rent, etc. etc.

- (3) The fixation shall have prospective effect, i.e., with effect from the date of issue of the order, and no arrear will be paid nor any recovery will be made on account of of wages etc. already having been paid on the basis of Company wage rates.
- (4) The workmen shall, however, be entitled to increment from the date of take over on the basis of national fixation of pay on the date of take over.
- (5) One increment for every five years of service shall be allowed to those, in the scale of pay of Rs. 180-440, and one increment for every eight years of service shall be allowed to these in the scale of pay above Rs. 180-240.
- (6) The workmen who were allowed ration at subsidised rate and other fringes benefits, like, coal allowance, etc.; by the ex-licensee, shall get Personal pay to the extent of the value of the food subsidy and other fringe benefits evaluated as on 31-8-76, and the food subsidy etc, in kind shall be discontinued from the date the Personnel pay is paid.
- (7) Appointment made after the date of take over shall be governed by the Board's orders regarding pay and allowances. The concerned workmen shall not be entitled to any Personal pay on account of food subsidy and other fringe benefits, and they shall get only the Board's pay scale etc.
- (8) Wherever special pay is recommended, it is on the basis of the arduous nature of duties/special responsibilities arising from the peculiar circumstances of certain administrative and organisational arrangements continuing from the Company's time, and they will have no precedential effect.

By Order of the Bihar State
Electricity Board,
H. C. Mishra
Director of Personnel.

Memo No. 1138/EB.

Patna, Dated 23-10-76.

Copy forwarded to the Member (Adm.)/Member (Accounts)/Member (Economic Research)/Member (Engineering)/Private Secretary to Chairman for information.

H. C. Mishra
Director of Personnel.

Memo No. 1138/EB.

Patna, Dated 23-10-76.

Copy forwarded to the Financial Controller/Director of Finance/Director of Accounts/
Director of Internal Audit/Director of Revenue/Director Accounts (Rural Electrification),
for information.

H. C. Mishra
Director of Personnel.

Memo No. 1138/EB.

Patna, Dated 23-10-76.

Copy forwarded to the General Manager-cum-Chief Engineer, Area Electricity Board,
Ranchi, Patna, Bhagalpur, Muzaffarpur and Darbhanga/All Electrical Superintending
Engineers/Special Officer, All Electric Supply Undertakings/Joints Secretary, Joint Manage-
ment Council, for information.

H. C. Mishra
Director of Personnel

BIHAR STATE ELECTRICITY BOARD, PATNA ✓
(Department of Personnel)

Standing Order No. 538/EB.

Patna, Dated 26-10-76.

Sub :—Post retirement benefit to the employees of the Board.

The question regarding admissibility of post retirement benefits to the employees of the Board had been engaging the attention of the Board since long. The Board has the following four types of employees.

- (1) Permanent Government servants of the Electricity Department whose services were placed with the Board on foreign service terms from 1-4-58, in terms of Government Memo No. 2959/Elec dated 27-3-58. This group may be sub-divided as follows :—
 - (a) Technical Personnel not below the rank of Electrical Overseer.
 - (b) All other categories of staff except those required for the Elecl. Inspectorate & Works Divisions.

- (2) Temporary Government servants of the Electricity Department whose services have been transferred to the Board with effect from 1-4-58, in pursuance of the aforesaid Memo of Government. In this group also the personnel can be classified in following subheads :
- (a) All temporary technical staff of the Electricity Department not below the rank of Elecl. Overseer.
 - (b) All other categories of temporary staff (including workcharged staff) except those required for the Electrical Inspectorate and works Divisions of the State Government.
 - (3) Employees appointed by the Board on or after 1-4-58.
 - (4) Government servants other than those mentioned in categories (1) and (2) above, who have been or may be absorbed in Board's service.

2. The admissibility of post retirement benefits to the employees under items (3) and (4) above is covered by the provisions made under regulations 76 and 77 of the Bihar State Electricity Board Service Regulations, 1976.

3. As regards the employees under item (1) above, their pensionary rights are protected by Government and they are entitled to count the service rendered under Government as well as under the Board, for the purpose of pension, in terms of Government Memo No. 2959/Elec. dated 27-3-58. In their cases, the Board, in the light of the Government Memo and subsequent decisions, issued Standing Order No. SS/R3-101/71-438 dated 25-2-75, in which it was decided to :—

- (i) Give option to all the permanent Government servants of the Electricity Department deputed to the Board, in terms of Electricity Department Memo No. 2959/Elec. dated 27-3-58, to be absorbed in the service of the Board on a permanent basis.
- (ii) Deem in the cases of such persons who have already Superannuated and retired or died that they have opted for permanent absorption in the services of the Board.
- (iii) Arrange for the absorption of such permanent Government servants who opt as above or are deemed to have opted for the Board's services.
- (iv) Undertake the total liability of pensionary benefit for the period of service rendered by such permanent Government servants, both under the State Govt. and in the Board and at the same time take necessary steps for recovery from the State Government of such amount as may be worked out to be proportionately payable by the State Government for the period of service rendered under them.

There is, therefore, no ambiguity in respect of such permanent employees who have all along (even after their transfer to Board's service) remained outside the perview of the Award of the Industrial Tribunal and do not come under the definition of 'Workman'. Their cases shall be decided and settled in accordance with the above Standing Order of the Board, and with reference to Regulation 75 (iv) of the Board's Service Regulations.

4. However, among permanent Government servants of the Electricity Department on deputation to the Board, there are also such categories of employees who are now covered by the Award of the Industrial Tribunal and come under the definition of 'Workman'. It has been decided that all such employees (including temporary/work-charged) of the Electricity Department, on absorption in the Board's service, shall be allowed pension, under the

Bihar Pension Rules, as amended from time to time or at the Board's rates, which is favourable, counting their service both under the State Government as well as under the Board. However, any such employees shall be given option by 31-12-76 either to take pension under the Bihar Pension Rules, as amended from time to time, for the period of service rendered under the State Government as well as under the Board, or proportionate pension for the period of their service with the State Government and C. P. F. for the period of their service rendered under the Board. No employee shall be given the benefit of both pension and C. P. F.

5. As regards Board's own employees, they shall be governed by the Board's Service Regulations, Pension Regulations and relevant statutes, dealing with terminal benefits to workmen, as the case may be.

6. Those who are absorbed in the Board's service in terms of the Government of Bihar Finance Department Memo No. P. C. Pen-1044/70-1950 F, dated 18-2-74, and Memo No. P. C. 11-40.55/75/5190/F, dated 30-4-76 shall be eligible to the Board's terminal benefits as admissible under the Rules. Board will have no liability for the service rendered by them as Government Servants, whether under the State Government or on deputation with the Board.

7. Employees superannuated from the Armed Forces or Central/State Government, who are re-employed in the Board shall not be entitled to any terminal benefits.

By Order of the Bihar State
Electricity Board,
C. P. Singh
Secretary to the Board.

Memo No. 1141/EB.

Patna, Dated 26-10-76.

Copy forwarded to the A. G. Bihar, S. P. Verma Road, Patna/Resident Audit Officer, Bihar State Electricity Board/Secretary to the Government, Electricity Department, Bihar/Chief Electrical Engineer and Chief Electric Inspector, Government of Bihar, for information.

C. P. Singh
Secretary to the Board.

Memo No. 1141/EB.

Patna, Dated 26-10-76.

Copy forwarded to the Member (Adm.)/Member (Accounts)/Member (Economic Research)/Member (Engineering)/Private Secretary to Chairman, for information.

C. P. Singh
Secretary to the Board.

Copy forwarded to the Chief Administrator-cum-Engineer-in-Chief, Generation Transmission Organisation/General Manager-cum-Chief Engineer, Area Electricity Board, Patna, Ranchi, Bhagalpur, Muzaffarpur and Darbhanga/General Manager-cum-Chief Engineer (Transmission)/General Manager-cum-Chief Engineer, Barauni Thermal Power Station, Barauni/General Manager-cum-Chief Engineer, Patratu Thermal Power Station, Patratu/Chief Engineer, Subarnrekha Hydel Project, Sikinirel, Ranchi/Chief Engineer (Stores and Purchase)/Chief Engineer (Technical Audit)/Chief Engineer (Rural Electrification)/Chief Superintendent (Administration)/Financial Controller/All Superintending Engineers/All Executive Engineers/Director of Finance/Director of Accounts/Director of Internal Audit/Director of Revenue/Director, Public Relations/Resident Engineer, Patna Electric Supply Undertaking/Joint Secretary I, II, III/Deputy Secretary/All Under Secretaries/Senior Law Adviser/Joint Director of Personnel I and II/All Dy. Director of Personnel/All Personnel Officers/All Accounts Officers/All Administrative Officers/All Labour Welfare Officers/Joint Secretary, Joint Management Council (Apen) for information.

2. The above order may be widely circulated to all concerns.

C. P. Singh
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
(Department Of Personnel)

Standing Order No. Lab/ESI-102/69—539/EB.

Dated, the 5-11-76

Some factory establishments of the Board are covered under the Employees State Insurance Scheme. In the operative areas where the Employees State Insurance Corporation have provided Hospital facilities and other medical benefits both, the employers and employees have to contribute at the prescribed rates to the Employees State Insurance Corporation. The M. R. T. Workshops, Grid Sub-stations and the Electric Supply Undertakings taken over by the Board are covered by the Employees State Insurance Scheme. The Board has been paying contribution to the Employees State Insurance Corporation for its establishments which are covered by the Employees State Insurance Scheme. But the workers and their Unions are opposed to payment of employees contribution under the Employees State Insurance Act and have been demanding for all medical facilities which are generally admissible to workmen employed in other establishments of the Board. The worker's union has requested that pending final decision in the matter, the employees of the Board covered under the Employees State Insurance Scheme should be exempted from the

payment of employees contribution as they are not getting the medical allowance of Rs. 15/- per month which is admissible to other employees of the Board.

This matter was under active consideration of the Board and on review of the matter, the Board has now decided as follows :—

- (i) Where the worker's contribution under the Employees State Insurance Scheme is upto Rs 5/- per month the workers may be exempted from payment of contribution. The entire contribution payable under the Employee State Insurance Scheme may be paid by the Board.
- (ii) Where the worker's contribution under the Employees State Insurance Scheme is more than Rs. 5/-, per month the workers should pay the contribution to the extent it exceeds Rs. 5/- per month.
- (iii) The workers who are covered by the Employees State Insurance Scheme will not be entitled to payment of medical allowance of Rs. 15/- per month.

H. C. Mishra
Director of Personnel.

Memo No. —/EB.

Patna, dated, the

Copy forwarded to Member (Administration)/Member (Accounts)Member (Economic Research)/Member (Engineering)/Private Secretary to Chairman/Chief Administrator-cum-Engineer-in-Chief, Generation and Transmission Organisation/General Manager-cum-Chief Engineer, Area Electricity Board, Patna, Ranchi, Muzaffarpur, Dharbhanga and Bhagalpur/General Manager-cum-Chief Engineer, Barauni Thermal Power Station and Patratu Thermal Power Station/General Manager-cum-Chief Engineer (Transmission)/Chief Engineer (Store and Purchase)/Chief Engineer (Civil), Subernrekha Hydel Project, Sikidari, Ranchi/Chief Engineer (Rural Electrification)/Chief Engineer (Tech. Audit)/Financial Controller/Director of Accounts/Director of Finance/Director of Revenue/Director of Accounts, Patratu Thermal Power Station and Barauni Thermal Power Station/Director of Internal Audit/Director of Accounts (Rural Electrification), Bihar State Electricity Board, Patna/Joint Director of Personnel I and II/Joint Secretary I, II and III/All Electrical Superintending Engineers/Resident Engineer, Patna Electric Supply Undertaking/All Dy. Director of Personnel/All Elec. Executive Engineers/All Personnel Officers/All Accounts Officers, field offices/All Labour Welfare Officers for information

H. C. Mishra
Director of Personnel.

Memo No.—/EB.

Patna, dated the

Copy forwarded to Joint Secretary, Joint Management Council (APEX) for information.

H. C. Mishra
Director of Personnel.

BIHAR STATE ELECTRICITY BOARD, PATNA

Standing Order No. CS (Adm)—197/76-540

Patna, dated, the 6.11.76

In partial modification of Standing Order nos. L/M-402/67-232 EB dated 14.12.67 and L/M-402/67-1316 EB dated 2.4.73 and without prejudice to the powers vested in the officers named therein, the Bihar State Electricity Board by its Resolution no. 3817 dated 2.11.76 hereby authorises the Electrical Executive Engineers and Assistant Electrical Engineers attached to the establishment of the Chief Superintendent (Administration), Bihar State Electricity Board, Patna and who are required to ensure among other things that the Bihar State Electricity Board is not put to loss by theft of electrical energy, to launch criminal prosecution for any or all of the offences under the Indian Electricity Act 1910 and the rules framed thereunder, committed within any part of the State of Bihar. They shall be 'person aggrieved' within the meaning of Section 50 of the above said Act and are accordingly authorised to take all necessary steps in the matter within the meaning of the words 'person aggrieved'.

By order of the Bihar State
Electricity Board,
C. P. Singh
Secretary

Memo No. CS (Adm)—197/76-74

Patna, dated, the 6-11-76

Copy forwarded to all General Manager-cum-Chief Engineers, Area Electricity Board/ All Electrical Superintending Engineers, Supply Circles/All Electrical Executive Engineers, Supply Divisions, for information and necessary action.

C. P. Singh
Secretary

Standing Order No. VI/Cy-1005/76-541/EB.

Patna, dt. the 6-12-76

In pursuance of Board's resolution No. 3863, the financial limit for the purchase of new bicycle for the use in the office of the Bihar State Electricity Board is raised from Rs. 250/- to Rs. 300/-.

The delegation of power stipulated in item No. 26 (E) (1) of the Board's Office Order No. SS/M-322/68-1175 dt. 25-4-69 shall be treated to have been revised to the above extent.

By order of the Bihar State
Electricity Board,
Sd/- C. P. Singh
Secretary

बिहार राज्य विद्युत् बोर्ड, पटना
(कार्मिक विभाग)

स्थायी आदेश संख्या-६/चब-१५१ (२)/७६-५४२ वि० बोर्ड

पटना, दिनांक १४.१२.७६

बोर्ड में किसी भी प्रकार के पद पर किसी भी बाहरी व्यक्ति को नियुक्त करने के पूर्व उससे अनुलग्नक प्रपत्र में घोषणा पत्र प्राप्त कर लेना अनिवार्य होगा।

२. उपर्युक्त घोषणा पत्र को सम्बद्ध कर्मचारी की निजी क्लबिका में अनिवार्य रूप में रखा जाएगा।
३. यह स्थायी आदेश निर्गत होने की तिथि से प्रभावी होगा।

अनु०-यथा उपर्युक्त।

बिहार राज्य विद्युत् बोर्ड के आदेश से
धितरंजन प्रसाद सिंह
सचिव

आपांक १६१६ वि० बोर्ड,

पटना, दिनांक १४.१२.७६

प्रति अनुलग्नक की एक प्रति के साथ बोर्ड के सभी सदस्यों। अध्यक्ष महोदय के निजी सचिव। मुख्य प्रशासक-सह-अभियन्ता प्रमुख। सभी महाप्रबन्धक-सह-मुख्य अभियन्ता। सभी मुख्य अभियन्ता। उप मुख्य अभियन्ता (फय)। शंटार नियंत्रक। सभी विद्युत् अधीक्षण अभियन्ता। सभी विद्युत् कार्यालयक अभियन्ता। सभी सहायक

विद्युत अभियन्ता । मुख्य अधीक्षक (प्रशासन) । वरीय विधि सलाहकार-सह-अपर सचिव । सभी संयुक्त सचिव । कार्मिक निदेशक । सुरक्षा निदेशक । निदेशक (विभागीय कार्यवाही) । निदेशक (जनसम्पर्क) । सभी संयुक्त कार्मिक निदेशक । सभी सचिव । उप सचिव (विधि) । सभी अवर सचिव । सभी उप कार्मिक निदेशक । उप निदेशक (जनसम्पर्क) । सभी कार्मिक पदाधिकारी । सभी प्रशासी पदाधिकारी । सभी प्रशासी सह कल्याण पदाधिकारी । अधीक्षक (लेखन सामग्री, मुद्रण एवं प्रपत्र) । सभी प्रशाखा पदाधिकारी । अनुवाद पदाधिकारी । वित्त नियंत्रक । लेखा निदेशक । लेखा निदेशक (ग्रामीण विद्युतीकरण) । वित्त निदेशक । राजस्व निदेशक । आन्तरिक अंकेक्षण निदेशक । सभी उप लेखा निदेशक । उप लेखा निदेशक (सचिवालय) । सभी लेखा पदाधिकारी । लेखा पदाधिकारी (सुरक्षण) । सभी कनीय लेखा पदाधिकारी । आवासी अंकेक्षण पदाधिकारी को सूचनार्थ दी जाती है ।

अनुलग्नक—यथा उपर्युक्त ।

चित्तरंजन प्रसाद सिंह
सचिव ।

बिहार राज्य विद्युत् बोर्ड, पटना
(कार्मिक विभाग)

नियुक्ति विषयक घोषणा-पत्र

१. आवेदक का नाम—
२. पदनाम—
३. पिता या पति का नाम—
४. धर्म—
५. जाति— (क) सामान्य वर्ग—
(ख) अनुसूचित जाति एवं प्रमाण—
(ग) अनुसूचित जन जाति एवं प्रमाण—
६. राष्ट्रियता—
७. स्थायी निवास का पता—
(क) ग्राम/मुहल्ला—
(ख) ग्राम पंचायत राज—
(ग) डाकघर—
(घ) थाना—
(ङ) प्रखण्ड—
(च) जिला—
(छ) राज्य—

८. जन्म-तिथि एवं प्रमाण—
९. शैक्षणिक योग्यता—
१०. शैक्षणिक योग्यता—
११. तकनीकी योग्यता—
१२. कलात्मक योग्यता—
१३. वैवाहिक स्थिति— (क) अविवाहित/विवाहित/वैधव्य प्राप्त/
विच्छिन्न विवाह/पुरस्कृत
(ख) पत्नी/पति का नाम एवं आयु—
(ग) उत्तराधिकारी का नाम एवं आयु—
१४. कार्य-पूर्वानुभव एवं प्रमाण—
१५. मैं विवाहित हूँ। मुझे पुत्र तथा
पुत्रियाँ हैं। मैंने/मेरे पति ने नसबन्दी करा ली है। मेरी पत्नी श्रीमती
ने बन्ध्याकरण करा लिया है।
१६. मैं अविवाहित हूँ। मैं अपने विवाह में दहेज नहीं लूँगा/मैं दहेज
लेने वाले से शादी नहीं करूँगी।
१७. किसी भी प्रतिबन्धित संस्था से मेरा (..... का) किसी भी प्रकार का सम्बन्ध नहीं है।
१८. किसी भी प्रतिबन्धित संस्था से यदि किसी भी प्रकार का सम्बन्ध हो तो उसका विवरण—
१९. किसी भी मुकदमे में मेरा (..... का) नामोल्लेख नहीं है।
२०. किसी मुकदमे में यदि नामोल्लेख हो तो उसका विवरण—
मैं प्रमाणित करता/करती हूँ कि ऊपर के सभी
विवरण सत्य हैं। अगर कभी भी वे गलत पाये जाएँगे तो मैं कानूनी कार्रवाई का भागी बनूँगा।

आवेदक का
अभिप्रमाणित मुख चित्र

आवेदक का हस्ताक्षर
दिनांक

टिप्पणी—जो अप्रयोजनीय हो उसे अनिवार्यतः काट दिया जाए।

**BIHAR STATE ELECTRICITY BOARD
STORES AND PURCHASE DEPARTMENT
PATNA**

Standing Order No. 543

Dated, Patna, the 8-1-77

Subject :—Formation of Committees and delegation of financial powers for disposal of materials.

The Board in its Resolution No. 3873 has approved formation of Survey Committees and Disposal Committees at different levels as noted below to examine and declare surplus materials within its area for disposal and to report to the Disposal Committee.

I SURVEY COMMITTEES

Levels	Members of Committee
(1) Divisional Stores	<ol style="list-style-type: none"> 1. Elect. Executive Engineer (Supply) 2. Asstt. Controller of Stores 3. Jr. Accounts Officer
(2) Central Stores	<ol style="list-style-type: none"> 1. Elect. Superintending Engineer 2. Dy. Controller of Stores 3. Accounts Officer
(3) Area Board/Project	<ol style="list-style-type: none"> 1. G.M.-cum-C.E. 2. Dy. General Manager (S and M)/Electrical Superintending Engineer 3. Dy. General Manager (Accounts)/Dy. Director of Accounts
(4) Board's Head Quarter	<ol style="list-style-type: none"> 1. Chief Engineer (S. and P.) 2. Controller of Stores 3. Dy. Director of Accounts (S. and P.)

2. Till the stores of Transmission circles are reorganised the Asstt. Elect. Engineer, I/C Stores will report about the unserviceable/surplus materials in consultation with the Elect. Executive Engineer (Transmission) who will send the same which his recommendation to the General Manager-cum-Chief Engineer (Transmission) for declaring surplus.

II. DISPOSAL COMMITTEES

Level	Committee	Power
1. Divisional Stores.		Small items like empty boxes would not be disposed off below the rates approved by the Committee at the Head Office consisting Chief Engineer (Hd. Qrs.), Chief Engineer (S and P), Financial Controller and Controller of Stores. Rates should be fixed at an interval of six months.

2. Central Stores.	1. Dy. Controller of Stores. 2. Representative of Accounts and Finance. 3. Representative of Superintending Engineer.	Upto Rs. 10,000/- each item through auction.
3. Area Board	1. Area General Manager. 2. Dy. Controller of Stores. 3 Dy. Director of Accounts.	Upto Rs. 50,000/-each item through auction/Tender.
4. Project Offices and Generating Stations.	1. Chief Engineer. 2 Stores I/C. 3. Dy. Director of Accounts.	Upto Rs. 50,000/- each item through auction/tender.
5. Head Office.	1. Chairman. 2. Accounts Member. 3 Chief Engineer (S&P) 4. Controller of Stores.	Above Rs. 1,00,000/- each item through tender.
	1. Chief Engineer (Hd. Qrs.) 2. Chief Engineer (S and P). 3. Financial Controller. 4. Controller of Stores.	Upto Rs. 1,00,000/- each item through auction/tender.

2. The Financial Powers delegated to the General Manager-cum Chief Engineer in respect of disposal of materials under Board's Order No, 496 dated 21-10-75 shall be treated as amended to the above extent.

The periodicity of holding meeting of Survey Committees at different levels is noted below :—

Level	Period
Divisional Stores.	Every quarter in the Month of June, September, December and March.
Central Stores.	In the middle of July, October, January and April.
Area Board/Project.	Every quarter during the month of August, November, February and May.

Functions of Survey Committees.

Levels	Functions
Divisional Stores.	To prepare list of surplus materials which are not required in the near future and send the same to Central Stores.
Central Stores.	To examine the list received from the various Divisional Stores. To determine specifically whether the surplus and idle stores lying in one division can be used in other division in the circle. To consolidate final list of such materials as a whole for disposal and to send it to Area a Board/Project except the list of small items for which the rates of disposals are fixed by the Board's Headquarter.
Area Board/Project	To scrutinise the list and send a final list of the surplus, unserviceable, scrap, idle and obsolete stores for disposed to the Board's Headquarters and to take action for disposal of items as per their financial powers delegated.

Board's Headquarters.

While reviewing the list, it shall keep in mind that the stores which have become surplus after completion of a project, are not required by any other Electricity Board. To assist the disposal authorities by eradicating the Reserve Price for each surplus store.

The Committees mentioned above will start functioning with immediate effect.

By order of the Bihar State Electricity Board.

C P Singh
Secretary to the Board

Memo No. 543

Dated, Patna, the 8-1-1977

Copy forwarded for information and necessary action to Tech. Secretary to Member Accounts/Tech. Secretary to Chairman/Sr. P. A. to Member Administration/Sr. P. A. to Member Economic and Reserch/Sr. P. A. to Engineer Member/Chief Engineer (S. and P.)/ Financial Controller/All General Manager-cum-Chief Engineers/Director of Accounts/Director of Finance/ Director of Internal Audit/Director of Accounts/Patratu Thermal Power Station/ All Dy. Director of Accounts/ All Accounts Officers/All Elecl. Superintending Engineers/All Superintending Engineers (Civil)/All Dy. General Managers/All Superintendents/All Dy. Superintendents/ All Elect. Executive Engineers/All Dy. Controller of Stores/All Assit. Controller of Stores/Sri P. K. Singh, Tech. Secretary to Chief Engineer (S and P).

C. P. Singh
Secretary to the Board