

Barber

From time to time decisions taken by the Board in respect of various sections, viz. Engineering, Finance and Administration are conveyed by Standing Orders. By now a large number of Standing Orders for the above three sections, covering most of the works, have been issued, and are being followed by the various offices in day-to-day working. An effort has been made to collect as many Standing Orders as could be available in this compilation for the benefit of all concerned. The Standing Orders so far collected have been arranged in the same sequence as they have been issued from Board's Headquarters, in two Volumes i.e. Volume I for the period from 1958 to 1964 and Volume II for the period from 1965 to 1975. At the same time a broad classification of the Standing Orders have been done under the three heads, viz. Engineering, Finance and Administration, for the facility of record, verification and references. In the remarks column of the Index the letters E, F and A have been written as indication for Engineering, Finance and Administration respectively.

Patna, the 20th July, 1976

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PATNA

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224	452, dated 12-6-1975	Grant of medical allowance @ Rs. 15 a month to employees covered by the Certified Standing Orders.	A 162
225	453, dated 12-6-1975	Free supply of electricity to the employees drawing salary up to Rs. 700 a month.	F 163
226	455, dated 19-6-1975	Grant of Maternity leave to female employees of the Board.	A/B 163
227	470, dated 11-9-1975	Passing of establishment bills and payment of salary after quoting sanction order No. and date—Preparation of lists etc.	A/F 164
228	473, dated 17-9-1975	12½% curtailment in expenditure, ticket No. to be quoted in T. A. Bills, Stenographers not to be taken on tour etc.	F 165
229	474, dated 17-9-1975	Rate for binding charges of registers, guard files etc.	F 165
230	475, dated 18-9-1975	Recording of annual confidential report—Recording officer, reviewing officer and 2nd reviewing officer in respect of I. G./Addl. I. G. and Administrative Officers posted under different officers.	A 166
231	478, dated 26-9-1975	Principles for promotion from the cadre of Accountant to the cadre of Junior Accounts Officer.	A 166
232	482, dated 24-10-1975	Admissibility of different types of quarters as a result of revision of scale of pay of the Board—Revision of Rules for allotment of residential quarters.	A 167
233	486, dated 4-11-1975	Mass casual leave by the officers and employees of the Board as an agitation measure—Treatment of the period of absence.	A 168
234	489, dated 17-11-1975	Appointment of Daftaries from amongst the Peons will not be treated as promotion.	A 168
235	490, dated 20-11-1975	Renaming of the taken over Electric Supply Company.	A 168
236	492, dated 8-12-1975	Allotment of 36 Nos. of Officers' flats at Board's Colony, Punaichak, Patna—Fixation of quota for different categories of officers.	A 170

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. A/D4-1002/64—121/EB.

Dated Patna, the 6th January, 1965

Sanction is accorded to the creation of the following permanent posts for each of the three permanent subdivisions viz., the Electric Supply Subdivision, Ramnagar, the Electric Supply Subdivision, Muzaffarpur and the Electric Supply Subdivision II, Ranchi created in Notification no. A/D4-1003/64—2349, dated the 18th July, 1964, with effect from the 22nd April, 1966 :—

1. One post of Subdivisional Clerk, in the scale of pay of Rs. 50-2-70-EB-2 90.
2. One post of Accounts Assistant, in the scale of pay of Rs. 50-4-100-5-130-EB-3-190.
3. Four posts of Sectional Officer, in the scale of pay of Rs. 100-5-130-EB-6-190-10-250 each.
4. One post of orderly peon, in the scale of pay of Rs. 22½-¼-27½.
5. One post of Subdivisional peon, in the scale of pay of Rs. 22½-¼-27½.
6. Four posts of sectional peon, in the scale of pay of Rs. 22½-¼-27½.

By order of the Bihar State Electricity Board,

Sd/- S. D. Sinha,

5-11-1965

Under-Secretary.

Memo No. 27/EB., dated the 6th January, 1965.

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board, Patna/Under-Secretary to Government, Electricity Department, Bihar/Deputy Financial Adviser, Bihar State Electricity Board, for information.

Sd/- S. D. Sinha,

Under-Secretary to the Board.

Memo No. 22/EB., dated the 6th January, 1965.

Copy forwarded to the Chief Electrical Engineer, Bihar/Chief Engineer, Bihar State Electricity Board/Chief Engineer (Civil)/all Superintending Engineers/Electrical Superintending Engineer, North Bihar Electrical Circle, Muzaffarpur/Electrical Superintending Engineer, Ranchi Electrical Circle, Ranchi / Deputy Director of Accounts/Deputy Director of Audit, Patna/Accounts Officer (Budget), Bihar State Electricity Board, Patna for information.

Sd/- S. D. Sinha,

Under-Secretary to the Board.

Memo No. 22.

Copy to—1. Section A.

2. Section B.

3. Special Section III.

4. Section 6.

5. Budget Section.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. C/PP-1010/64--122/BB.

Dated Patna, the 19th January, 1965

Sub.—Acceptance of cheques from tenderers on account of Earnest Money.

It has since been decided that the cheques submitted by the tenderers on account of earnest money may be accepted side by side with the Bank Drafts and Deposits-at-call. When the cheques are drawn at a Bank outside Patna, the tenderers should include a suitable amount to cover the Bank Commission charges in addition to the amount of earnest money in the cheques. The provision is to be included in all future tender notices.

As soon as the tenders are opened, the cheques along with the Bank Drafts and Deposits-at-call should be handed over to the Accounts Wing of the Purchase Section and the Accounts Officer (Technical) will immediately send these documents to the Accounts Officer (Headquarters) for encashment. The whole process should not take more than a week from the date of the opening of the tenders, so that the result of encashment of the cheques is known before a decision on a particular tender is taken.

If a cheque is dishonoured, no consideration will be made to the tender, with which the cheque was furnished, even if it may be the lowest or otherwise suitable. If the cheques of a particular tenderer are dishonoured by the Bank in three successive occasions, the tenderers concerned will be black-listed and they will not be allowed to enter in the field of competition relating to any future tenders issued by the Board.

It has also been considered whether the refund of earnest money can be made by Bank Draft to the unsuccessful tenderers, but it has been decided in consultation with the Accounts Member that in all cases the refund should be made by cheque and not by means of Bank Draft.

The importance of this procedure may please be borne in mind for strict compliance by each officer and assistant dealing with the tenders.

By order of the Bihar State Electricity Board,

Sd/- M. P. Singh,

Secretary to the Board.

Memo No. 397, dated Patna, the 19th January, 1965.

Copy forwarded to the Chief Engineer/Financial Adviser-cum-Director of Accounts/Electrical Superintending Engineer (C)/ Electrical Superintending Engineer (S&P) /Electrical Superintending Engineer (P&P) /all Electrical Executive Engineer / all Assistant Electrical Engineers/all Accounts Officers/all Junior Accounts Officers of the Board's Headquarters/H. A. (Purchase)/ H. A. (Planning) /H. A. (Civil) for information.

Copy to Guard file.

Sd/- M. P. Singh,
Secretary to the Board

Memo No. 397, dated Patna, the 19th January, 1965.

Copy forwarded to all Electrical Superintending Engineers/all Electrical Executive Engineers and Accounts Officers of field for information.

Sd/- M. P. Singh,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. 123/EB

Dated Patna, the 30th January, 1965.

By Board's Resolution No. 1003 of 1964-65 the Bihar State Electricity Board has been pleased to extend the term of the panel of Advocates made in Board's Resolution No. 594, for being engaged independently or as an associate lawyer to conduct civil and criminal cases filed by and against the Board in the High Court, Patna, on a daily fee of Rs. 32 (Rupees thirty two) only till 31st December, 1964.

By order of the Bihar State Electricity Board,

Sd/- C. S. S. Sinha,

Law Advisor cum Joint Secretary to the Board.

Memo No. 168/EB, dated Patna, the 30th January, 1965.

Copy forwarded to Resident Audit Officer/Deputy Director of Accounts (Headquarters) /Under Secretary, Electricity Department for information.

Sd/- S. Prasad

Assistant Secretary to the Board.

Memo No. 168/EB, dated Patna, the 30th January, 1965.

Copy forwarded to all concerned.

Sd/- S. Prasad,

Assistant Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. Acct/CM/224/63-124/EB.

Dated Patna, the 8th February, 1965

Sub.—Rebate to be allowed to the consumers in cases where the bills are not received by them within seven days margin.

In Board's Standing Order No. 73, dated the 4th March 1964 it was laid down that where a consumer complained of late delivery of bills and claimed rebate, he should be asked to pay the bill in full under protest, signing a protest note; and that the claim for rebate should be examined in due course and allowed by the Electrical Executive Engineer. But it is felt that this procedure besides involving delay in allowing the rebate, involves unnecessary correspondence and expenses to the consumer in contacting the Electrical Executive Engineer, etc.

It has, therefore, been decided that where a consumer claims rebates on the plea that the bill was received late, the Bill Collector concerned will examine the post mark for delivery, if clearly visible, and if he is convinced that the prescribed number of days, i. e. 7 days, have not elapsed since the date of delivery of the bill, he will allow rebate provisionally and will also mention in the receipt "Rebate allowed provisionally". Further the consumer will be asked to surrender the concerned bill which would be sent in original with the duplicate copies of the receipt and the Daily Collection Register to the Junior Accounts Officer in support of the waiver of the rebate. The Junior Accounts Officer will examine all such cases and submit a consolidated statement to the Executive Engineer for ex-post facto sanction allowing the rebate.

(4)

The revised procedure does not in any way absolve the Junior Accounts Officer and the Executive Engineer of the responsibility of seeing that rebate is allowed only in deserving cases. If rebate had been allowed erroneously in any case, the consumer will be informed of this and the amount will be included in the next bill.

The procedures laid down in the Board's Standing Order No. 73, dated the 4th March, 1964 stand cancelled.

By order of the Bihar State Electricity Board.

Sd/- M. P. Singh,
Secretary to the Board.

Memo No. Acctt/CM/224/63/EB—107, dated Patna, the 8th February 1965.

Copy forwarded to all Electrical Superintending Engineers/Electrical Executive Engineers/Accounts Officers/Assistant Electrical Engineers/Junior Accounts Officers for information and necessary action.

Sd/- S. D. Sinha,
Under-Secretary to the Board.

Memo No. Acctt/CM/224/63/EB—107, dated Patna, the 8th February, 1965.

Copy to the Chief Engineer, Bihar State Electricity Board, Patna/Deputy Financial Adviser/Deputy Director of Accounts/Deputy Director of Audit/all Accounts Officers of Board's Headquarters/all Internal Audit Officers/Resident Audit Officer, Patna/Chief Instructor, Accounts Training School, Pataliputra Colony, Patna for information.

Sd/- S. D. Sinha
Under-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. 5/D4-1001/65-125/EB.

Dated the 8th February, 1965

With the creation of two posts of Deputy Chief Engineer (Electrical) for the Secretariat of the Bihar State Electricity Board, the work between the two Deputy Chief Engineers, viz. Sarbashri Z. S. Haque and N. P. Sinha, is allocated as follows :—

1. Shri Z. S. Haque will be addressed as Deputy Chief Engineer (O & M) and shall exercise supervision over the following circles :—

- (1) Patna Electrical Circle, Patna.
- (2) Gaya Electrical Circle, Gaya.
- (3) Ranchi Electrical Circle, Ranchi.
- (4) North Bihar Electrical Circle, Muzaffarpur.
- (5) East Bihar Electrical Circle, Bhagalpur.
- (6) Central Technical Circle, Headquarters.

He will obtain the orders of the Chief Engineer (Electricity)/ Chairman wherever necessary.

2. The following cells are hereby constituted and placed under Shri N. P. Sinha, Deputy Chief Engineer (Design and Planning) :

- (1) Planning Cell, with two Executive Engineers and four Assistant Engineers.
- (2) Design Cell, with two Executive Engineers and four Assistant Engineers.
- (3) Research Cell, with two Assistant Engineers.

He will receive files from the Executive Engineers direct and will obtain the orders of the Chief Engineer (Electricity)/Chairman, wherever necessary.

3. The following cells are also constituted :—

- (1) Projects (Construction) Cell, with three Executive Engineers and seven Assistant Engineers.
- (2) System Operation Cell, with one Executive Engineer and three Assistant Engineers.

The Electrical Superintending Engineer (Projects and Planning) is redesignated as Electrical Superintending Engineer (Projects) and he shall remain incharge of the above two cells. He will work under Chief Engineer (Electrical) direct.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. S/D4-1024/64—126/EB.

Dated Patna, the 9th February, 1965.

With the creation of a post of Deputy Chief Engineer and Project Manager for the Barauni Thermal Power Station, the following allocation of work is made to him :—

He shall remain in direct charge of the operation and maintenance of the Barauni Thermal Power Station.

In addition, he shall exercise supervisory and administrative control over the following circles :—

(1) Barauni Thermal Power Station Circle, Barauni with the following Divisions :—

- (i) Barauni Electrical Division I, Barauni.
- (ii) Barauni Electrical Division II, Barauni.
- (iii) Barauni Electrical Division III, Barauni.
- (iv) Barauni Electrical Division IV, Barauni.
- (v) Barauni Technical Division, Barauni.
- (vi) Barauni Stores Division, Barauni.
- (vii) Barauni Mechanical Division I, Barauni.
- (viii) Barauni Mechanical Division II, Barauni.

- (ix) Barauni Mechanical Division III, Barauni.
- (x) Barauni Mechanical Division IV, Barauni.
- (xi) Barauni Erection Division I, Barauni.
- (xii) Barauni Erection Division II, Barauni.

- (2) Barauni Civil Circle, Barauni, with the following Divisions :—
- (i) Barauni Civil Division I, Barauni.
 - (ii) Barauni Civil Division II, Barauni.

2. He will be in over all charge of the entire work of the Board at Barauni and will be responsible for ensuring that it progress smoothly and expeditiously.

3. The Deputy Chief Engineer and Project Manager will obtain the orders of the Chief Engineer (Electrical) and Chief Engineer (Civil) whenever necessary. He will be addressed as Deputy Chief Engineer and Project Manager.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. S/D4-1084/64—127/EB.

Dated Patna, the 9th February, 1965

With the creation of a post of Deputy Chief Engineer and Project Manager for the Patratu Thermal Power Station, the following allocation of work is made to him :—

He shall remain in direct charge of the following Divisions :—

- (1) Patratu Electrical Division I, Patratu.
- (2) Patratu Electrical Division II, Patratu.
- (3) Patratu Stores Division, Patratu.
- (4) Patratu Progress and Planning Division, Patratu.
- (5) Patratu Erection Division I, Patratu.
- (6) Patratu Erection Division II, Patratu.

In addition, he shall exercise supervisory and administrative control over the following circles :—

- (1) Patratu Instrumentation Circle, Patratu, with the following Divisions :—
 - (i) Patratu Electrical Division III, Patratu.
 - (ii) Patratu Electrical Division IV, Patratu.
 - (iii) Patratu Electrical Division V, Patratu.
- (2) Patratu Mechanical Circle, Patratu with the following Divisions :—
 - (i) Patratu Mechanical Division I, Patratu.
 - (ii) Patratu Mechanical Division II, Patratu.

(7)

- (iii) Patratu Mechanical Division III, Patratu.
 - (iv) Patratu Mechanical Division IV, Patratu.
 - (v) Patratu Mechanical Division V, Patratu.
- (3) Patratu Civil Circle (Nalkari Dam), Patratu, with the following Divisions :—
- (i) Patratu Civil (Dam) Division I, Patratu.
 - (ii) Patratu Civil (Dam) Division II, Patratu.
- (4) Patratu Civil Circle (Power Station And Township), Patratu with the following Divisions :—
- (i) Patratu Civil Division I, Patratu.
 - (ii) Patratu Civil (Power House) Division I, Patratu.
 - (iii) Patratu Civil (Power House) Division II, Patratu.
 - (iv) Patratu Civil (Township) Division, Patratu.

2. He will be in over all charge of the entire work. In case the materials for reply are not received from the fields in time, the matter should at once be brought to the notice of the Chief Engineer.

3 It has also been observed that in almost every case materials are obtained from the fields through special messenger. This practice should be discouraged unless absolutely unavailable, reasons for which should be recorded in writing and prior orders of the head of the office should be obtained.

4. The Section Head and Accountants concerned of the Board's Secretariat shall submit to the Assistant Secretary I, three days before the date fixed for the reply, a statement showing the up-to-date position of the questions, as to whether the replies are ready or have already been despatched or time till have to be applied for in all or any one of them.

The Section Heads and the Accountants shall also submit to the Assistant Secretary a fortnightly report on every 1st and 16th of the month, indicating the position of the questions and assurances pending in their respective sections together with the reason for their pendency, so that a consolidated report in the prescribed proforma, may be put up to the Secretary for perusal.

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

Memo No. 589/EB, dated Patna, the 25th February, 1965.

Copy forwarded to all Officers/Section Heads/Accountants at Headquarters for information.

Sd/- M P Singh,
Joint-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

STANDING ORDER NO. H/RH-108/64-129/E.B.

Dated Patna, the 15th February, 1965

Sub. :--Reservation of Rest Houses of the Bihar State Electricity Board.

Reservation of accommodation in the Rest House at Barauni, Patratu and Ranchi are made sometimes by Secretary, sometimes by Chief Engineer and sometimes by some other officers of the Board at the Headquarters and also by the local officers under whom those Rest Houses are placed. This leads to duplicate reservation and consequent inconvenience to the 'Visiting Officers'. It has, therefore, been decided that all requests for reservation of the Rest houses, addressed to the Chairman, Secretary, Chief Engineer and other officers of the Board's headquarters, should be dealt with by the Assistant Secretary I and reservation should be made by the Secretary only and in his absence, by the Joint Secretary I. A register should be maintained by the Assistant Secretary I at the Headquarters of the Board indicating therein the orders of reservation issued from the Headquarters. It has also been decided that the reservation of one room of the Rest Houses of the Board at the aforesaid places, will be made from the headquarters. The local officers will be free to reserve rest of the accommodation in the respective Rest Houses.

By order of the Bihar State Electricity Board.

Sd/- M. P. Singh,
Joint-Secretary,

Memo No. 413/EB. Dated Patna, the 15th February, 1965.

Copy forwarded to the Deputy Chief Engineer, Barauni/Patratu/All Electrical Superintending Engineers/All Electrical Executive Engineers/All Assistant Electrical Engineers, for information and necessary action.

Sd/- M. P. Singh,
Joint-Secretary.

Memo No. 413/EB. Dated Patna, the 15th February, 1965.

Copy forwarded to Chief Engineers/Financial Adviser-cum-Director of Accounts/Director of Personnel, for information.

Sd/- S. Prasad,
Assistant Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 131/EB.

Dated Patna, the 25th February, 1965

In continuation of Board's Standing order no. 29 dated 31st October, 1958 and Board's memo no. 6339 dated 8th September, 1959, the Bihar State Electricity Board has laid down the following procedure to be followed in the matter of examination of the Bills of the Advocates conducting the Board cases.

1. The bill of the Advocate may be examined in the light of his engagement order in which the rate of fee payable to him is specified and in the light of the Standing Order referred to above.

2. Fee for drafting and filing of the Plaint in the Court.

An Advocate is entitled to get one full fee according to the rate specified in his engagement order both for drafting and filing the plaint in court.

3. Fee for filing of the plaint by the Advocate when the draft plaint was prepared at the Head-quarter of some other Lawyer

An Advocate is entitled to get half of his fee specified in his engagement order.

4. For filing time petition and hearing in the Court on the dates fixed or taking other steps on interlocutory matters.

An Advocate is entitled to get half of his fee specified in his engagement order.

5. Fee for hearing of the case i. e. examination, Cross-examination of the witnesses or argument :—

An Advocate is entitled to get one full fee as specified in his engagement order.

6. Advocate's Clerk fee. Clerk of an Advocate is entitled to get a consolidated fee which will be 5% of the total amount of fee payable to an Advocate subject to a minimum of Rs. 5/-.

By order of the Bihar State Electricity Board,
Sd/- C. S. S. Sinha,
Law Adviser-cum-Joint Secretary.

Memo No. 399/EB. Dated Patna, the 25th February, 1965.

Copy forwarded to the All Electrical Suprintending Engineers/All Electrical Executive Engineers/All Assistant Electrical Engineers/All Accounts Officers/All Junior Accounts Officers.

Sd/- C. S. S. Sinha,
Law Adviser-cum-Joint Secretary.

Memo No. 399/EB. Dated Patna, the 25th February, 1965.

Copy forwarded to Financial Adviser and Director of Accounts/Chief Engineer/Deputy Financial Adviser/Deputy Director of Accounts/Resident Audit Officer, Bihar State Electricity Board for information.

Sd/- C. S. S. Sinha,
Law Adviser-cum-Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Lab/BI-102/65—132.

Dated Patna, the 27th February, 1965.

With a view to ensure a co-ordinated approach in matters concerning recruitment, adjustment of surplus staff including rate enhancment and maintenance of discipline, it has been decided to reduce the number of appointing authorities to one in each Project under the Board. Henceforward, only the Deputy Chief Engineer and Project Manager will function as appointing authority for the entire project and all requisition

for staff of all categories will be submitted to him by the Circles and Divisions functioning under the Project. The Deputy Chief Engineer and Project Manager will assess the requirement of staff in different places and make such adjustments as he might consider necessary. The Deputy Chief Engineer and Project Manager will be assisted in the matter of recruitment by a Selection Committee consisting of himself as Chairman, the Electrical Superintending Engineer concerned, Deputy Director of Accounts and Personnel officers as Members. The Project Manager may co-opt other officers, if necessary, in the Selection Committee.

By order of the Bihar State Electricity Board.

Sd/- M. P. Singh,

26-2-65

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. A/M1-908/60-133 E.B.

Dated, Patna the 2nd March, 1965

In modification of Standing Orders no. 26 dated the 26th December, 1959 and no. 82 dated the 2nd June, 1961, the following procedure is prescribed by the Board, in the matter of issue of advertisements calling for tender and inviting application for posts etc. by all offices of the Board.

1. Tender notices or Advertisements which are meant for circulation in Bihar only :- When tender notices or advertisements for posts are required to be circulated in Bihar only, then these should be published in extenso in the Bihar Gazette and only a short summary, giving the barest facts and figures, and inviting a reference to the particular issue of the Bihar Gazette in which the full advertisement appeared should be published in the Indian Nation, Patna and Searchlight, Patna and in one Hindi and one Urdu daily newspapers having a circulation of atleast 5000, by rotation, in such a way that every advertisement and tender notice is published in two English, one Hindi and one Urdu daily newspapers at a time. Besides, the short summary of the said tender notice and/or advertisement should also be published in English, Hindi and Urdu weekly and bi-weekly borne on the approved list of News-papers of the State Government having a circulation of not less than 5000, by rotation in such a manner that the advertisement and/or tender notice should be published in only one of them at a time. In addition to the above a summary of the above advertisement may also be sent to one local weekly borne on the approved list of the Government and adopted by the Board, provided it has got the circulation of not less than 5000. Copies of the advertisement as published in the Bihar Gazette should be hung on the notice board of the Board Secretariat as also on the notice Board of all circles and Divisional offices. Copies should also be sent to all District Officers and Superintending Engineers of the Public Works Department, the Irrigation Department and the Public Health Engineering Department, with the request to publish them on their notice board.

2. Tender notice or Advertisement for circulation all over India. When tender notices or advertise-

ment for posts are required to be circulated all over India, the complete advertisement should, besides being published in the Bihar Gazette, be issued for publication in the following newspapers :

1. The Indian Nation, Patna.
2. The Searchlight, Patna.
3. The Statesman, Calcutta.
4. The Hindustan Times, New-Delhi.
5. The Times of India, Bombay.
6. The Indian Express, Madras.
7. One local Hindi daily newspaper and one local Urdu daily newspaper published from Bihar, having a circulation of not less than 5000, and borne on the approved list of the State Government.

(The selection of the Hindi and Urdu newspapers should be by rotation in such a way that the advertisement may be published in one Hindi and one Urdu newspapers at a time). In addition, tender notices should also be sent to the Indian Trade Journal, published by the Government of India, Ministry of Commerce and Industries, Calcutta.

A list of newspapers having a circulation of not less than 5000, and also borne on the approved list of the State Government of Bihar is enclosed.

By order of the Bihar State Electricity Board.

Sd/-M P. Singh.

Joint Secretary to the Board.

A LIST OF NEWSPAPERS HAVING CIRCULATION OF NOT LESS THAN 5000 AND
BORNE ON THE APPROVED LIST OF THE STATE GOVERNMENT AND
ADOPTED BY THE BOARD.

D A I L I E S

1. The Indian Nation.	Patna.	29,890	English.
2. The Searchlight.	Patna.	9,671	English.
3. The Aryavarta.	Patna.	49,489	Hindi.
4. The Navarashtra.	Patna.	12,490	Hindi.
5. The Pradeep.	Patna.	8,732	Hindi.
6. The Vishwamitra.	Patna.	5,623	Hindi.
7. The Sathi.	Patna.	10,374	Urdu.
8. The Sada-e-Am.	Patna.	5,061	Urdu.
9. Awaaz.	Patna.	19,401	Hindi.

W E E K L Y

1. The Bihar Herald.	Patna.	11,200	English.
2. The National Life Line.	Patna.	7,000	English.
3. The Uttar Bihar.	Patna.	10,254	Hindi.
4. The Yugantar.	Jharia.	6,600	Hindi.

5. The Nepal Sandesh.	Patna.	6,749	Hindi.
6. The Yogi	Patna.	14,625	Hindi.
7. The Roshni.	Patna.	7,000	Urdu.
8. The Koumi Tanzim.	Patna.	5,507	Urdu.
9. The Sadakat.	Patna.	9,250	Urdu.

By order of the Bihar State Electricity Board.
Sd/-S. Prasad
Assistant Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO.Acctt./CM/271/65—134 EB.

Dated Patna, the 4th March, 1965

Sub. :—Security deposit from the Board's employees.

Under the existing rules, certain categories of the Board's employees, such as Cashiers, Bill Collectors, Store Keepers etc., responsible for handling the Board's money or stores are required to furnish security deposit in cash or in the shape of a fidelity bond in lieu thereof to safeguard the Board from any loss that may arise out of the negligence or dishonesty of such persons.

The followings are the scales for furnishing security deposits.

1. Persons handling cash, such as Bill Collector, Cashier, Accounts Assistant on cash work and Accounts Assistant in Subdivisional offices or any other staff entrusted with collection. Rs. 500/-
2. Store Keeper Rs. 3,000/-
3. Assistant Stores Keeper. Rs. 1,500/-
4. Stores Assistant. Rs. 500/-
5. Stores Watch man, Khalasi, Treasury Guard etc. Rs. 250/-

In certain cases, the deposits are allowed to be paid in instalments. Such arrangement, though enable the persons concerned to make the required deposits in due course, the purpose (for time being) for which the deposit of security is intended, if any loss is caused to the Board due to negligence or dishonesty of any such person before the full amount of security deposit, payable in instalments, is paid, the chances of recovery and making good the losses thereby becomes infeasible.

It has, therefore, been decided that where the facility of depositing security money in instalments is extended to any person, he must furnish a bond for the full amounts of the security which is due and payment in instalments for the period the security deposit is paid in full. No dues by way of security deposit should be issued from the Government servant/Board's employee who stands as surety, to the Board staff handling etc.

Even, where security deposits have been paid in full in cash or surety bond, a bond has to be executed by the individual for the performance of his duties etc. The specimen of the forms in which the aforesaid bond will be executed will follow shortly.

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

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. 135/Acctt./CM 274/65/EB

Dated Patna, the 9th March, 1965

The first sentence of para 6-7 (ii) of Chapter VI of the Financial & Accounts Code of the Board defines the method of charging the cost of service line reads as follows :—

The cost of the first 100 feet or less of the service line on public road from the Board's distributing main or the cost of the entire line on the public road, if it is less than 100 feet up to the point at which it enters the consumer's premises, shall be borne by the Board. The mention of the word "Public road" in the sentence for ascertaining the length of service line for which the consumers shall be required to pay, has created some doubt.

2. It has therefore, been decided that the sentence of the para 6-7 (ii) of Chapter VI of Financial and Account Code may be amended to bring it in conformity with the provisions made in para 5 of the General Condition of supply issued by the State Government in the Electricity Department's notification No. 8/RII-101/84-E-11045 dated the 16th November, 1934 and adapted by the Board as shown below :—

"The consumer will be required to pay for all the service line laid upon the property in respect of which a requisition for a supply has been made and for that length placed beyond 100 feet from the distributory main of the Department although not on that property."

3. Necessary amendment to para 6-7 (ii) is being issued separately.

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

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. 136/Acctt./CM/145/62EB

Dated Patna, the 10th March, 1965

Re :—Grant of compensatory allowance, rent from quarters and free supply of Electricity to the Staff posted at the site of the Thermal Power Station at Barauni and Patratu.

The Standing Order no. 66/B/81-7/60 dated the 18th January, 1961 on the subject noted above stipulates the recovery of rent from the staff occupying the Permanent quarters of the Board. A doubt has been raised about the payment of rent of the temporary quarters at Patratu. The matter was examined in detail. The intention was to charge rent for temporary quarters also. It has, therefore, been decided to add the word

'temporary' between the word's permanent' and quarters in para 2 of the Standing Order referred to above to clarify the matter. For the accomodation in tents, sheds, barracks and dormitararies it has been decided not to charge any rent from the staff.

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

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. D/M7-7057/64-137 EB.

Dated Patna, the 12th March, 1965

In Board's Standing Order No. 116 dated the 4th November, 1964 the following portion may be inserted at page 3 of the annexure regarding staff for 'Over hauling and Repair of Meters', just after the words 'over-hauling and repair of meters and instruments (including those received for periodic over-haul and repairs).

Portion to be inserted "Staff,,

"A-7 For the first 4800 S. P. Meters.

Meter Tester and Meter Mechanic Grade II—One (Rs. 80-140).

A-8 For each additional 4800 S. P. Meters.

Skilled Khalasi—One Meter Tester and Meter Mechanic Grade-II—One.

A-9 For every three additional Meter Mechanic.

Skilled Khalasi—One.

Note : (i) After four Meter Tester and Meter Mechanic Grade—II, the fifth appointment will be Grade—I.

(ii) For the purpose of work-load, one poly-phase meter should be taken as equivalent to three single phase meters.

Special Testing of Instruments and Testing of Meters at consumer's premises.

Function :

Testing staff with testing equipment will have to move from site to site . As such, one gang cannot test more than 60 to 70 meters per month.

In the direct supervision of the Sectional Officers, the following special jobs will also be done :—

- (a) Special and complicated repairs of meters and instruments.
- (b) Relay testing in the laboratory.

- (c) Trivectors and other special meters and time switches testing and repairing.
- (d) Manufacture, testing and certification of fuses.
- (e) Testing of Poly-phase meters in the Laboratory."

By order of the Bihar State Electricity Board.

Sd/-

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acctt./CMI 98/62EB—138.

Dated Patna, the 23rd March, 1965.

Subject :—Classification of Receipts and Expenditures—Account Numbers.

The Board in its Resolution No. 1014 dated the 9th January, 1965 approved the proposal for obtaining security deposits from consumers in cash only and allowing interest thereon at the rate of 4 percent per annum. This will come into force with effect from the 1st April, 1965. The deposits will be credited to the Account head 05 (b) "Security Deposit from consumers". But there is no head of account to accomodate interest on such deposit, similarly there is also no head of account to accomodate interest payable on security deposits recieved from staff.

Hence, it has been decided to add the following sub-head of accounts to the Account head "403—contribution and interest payable" to accomodate the aforesaid nature of transactions.

403 (U)—Interest on Security Deposits from consumers.

403 (V)—Interest on Security Deposits from staff.

Explanatory Memorandum :—The amount of interest payable on security deposits from consumers as per the "consumers Security Deposits ledger cum Register" will be debited to this sub-head of account 403 (U) and credited to the Billing suspense Account"-404 (a).

By order of the Bihar State Electricity Board,

Sd/- M. P. Singh,

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acctt./CM/223/63—139 E.B.

Dated Patna, the 25th March, 1965.

Subject :—Authority to make payment in cash to the Superintending Engineer.

In the Board's Standing Order No. Acctt./CM/223/62 EB-77 dated the 6th April, 1964 the Superintending Engineers were permitted to make payment in cash upto Rs. 200 (Rupees two hundred) only in special circumstances. It was represented by Electrical Superintending Engineer, O. & M., Barauni, that with the commencement of operation, of Barauni Thermal Power Station, the sundries materials and spares are urgently required from time to time in case of break-downs and as the plants are of foreign design in the first year of running, it is not possible to assess the requirements of spares parts for stocking and the local officers have therefore to go to Patna, Calcutta or some other suitable market to make cash purchases which exceeds in many cases the limit of Rs. 200 (Rs. two hundred) only.

Board, therefore, has decided to authorise the Electrical Superintending Engineer, O. & M. Circle, Barauni to make cash payment for such purchases for the Operation and maintenance of the power station, Barauni, up to the extent of Rs. 500 (Rs. five hundred) only at a time, till March, 1966, by which time the officers-in-charge of the plant should be able to assess the exact nature, quantities etc. of the spares required and have them procured and stocked.

By the order of the Bihar State Electricity Board.

Sd/- M. P. Singh

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. Acctts./CM/110/62—140

Dated Patna, the 29th March, 1965.

Subject :—Proficiency in Accounts Examination—Grant of advance increments.

The Board in their Standing Order No. Acctt./CM/110/62-EB-175 dated the 27th November, 1962 laid down that in order to give incentive to those who pass L. P. P., one advance increment in passing part I and two advance increments on passing part II would be given to them. If, however, on passing part II any person is promoted as Accounts Assistant or Accountant or any other grade higher than that in which he is working at the time of the examination, no advance increment will be given, as he would be getting the bene-

fit of promotion with increase in pay. The Board has reconsidered the matter and has decided that it is not fair to deprive an individual the benefit of advance increment granted to him on passing L. P. P. if he gets promotion to a higher post as higher pay on promotion is given for higher responsibilities and the advance increment is a reward for passing the Examination.

The Board therefore, has decided to allow advance increments to those who pass L. P. P. without reference to their further advancement by way of further promotion.

By the order of the Bihar State Electricity Board,

Sd/- M. P. Singh

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. Acctt./CM/277/65 EB—141

Dated Patna, the 29th March, 1965

Subject :—Delegation of powers to the Superintending Engineers (Civil).

In office order No. 978 dated the 21st May, 1963, the Superintending Engineers (Civil) have been delegated powers to accept tenders up to a limit of Rs. 2 lakhs (Rupees two lakhs). In projects, most of the Civil Works cost more than Rupees two lakhs with the result, that such tenders have to be referred to the Board for decision causing avoidable delay.

In order to achieve the desired efficiency and quick execution of the work, the Board has decided to delegate the powers to the Deputy Chief Engineer and Project Manager posted at Barauni and Patratu to accept tenders for Civil Works up to Rs. 5 lakhs (Rupees five lakhs) with the concurrence of a Committee consisting of the following members :—

- (1) Project Manager
- (2) Superintending Engineer (Civil) concerned and
- (3) D. D. A.

This standing order shall have immediate effect.

By the order of the Bihar State Electricity Board,

Sd/- M. P. Singh

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acctts/CM/114/64-143

Dated Patna, the 31st March, 1965.

It has been decided that the work connected with the receipts and disbursement relating to the establishment and contingencies, etc., at the headquarters of the Board at Patna be entrusted to one of the Accounts Officers who will be re-designated as Accounts Officer (Secretariat) and be placed under the administrative control of the Establishment Officer of the Board. A separate account has also been opened in favour of Accounts Officer (Secretariat). He will draw cheque up to Rs. 10,000 (Rupees ten thousand) and that above Rs. 10,000 (Rupees ten thousand) will be countersigned by the Establishment Officer. The following will be the duties and the responsibilities of the Accounts Officer (Secretariat) :—

(a) Drawals and disbursement in respect of all payments relating to the headquarters establishment and contingencies, etc.

(b) To maintain all accounts and records relating to these disbursements and rendering a monthly account to the Financial Adviser and Director of Accounts.

(c) (i) Incharge of the works connected with the Punaichak Civil Division and all disbursements and receipts thereof, assisted by the Accountant of the Division.

(ii) All the muster-roll, establishment and the work bills after countersignature, check measurement will be passed not paid by him.

(d) The transmission of this division (Punaichak) will be incorporated in the monthly accounts of the Accounts Officer (Secretariat). He will render all financial advice to the Executive Engineer (Civil), Punaichak Civil Division.

By order of the Bihar State Electricity Board,

Sd/- M. P. Singh,

31-3-1965

Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. L/S-201/63-144/EB.

Dated Patna, the 2nd April, 1965.

With the expansion of the supply of electricity all over the State the incidence of theft of energy has also considerably increased. The wrong doers have often been prosecuted in Court of Law. The trial of criminal cases is a time taking affair and there is quite a sizeable amount of indirect expenditure to the Board also in conducting the cases in the Court. It has, therefore, been decided by the Board that criminal cases relating to theft of electrical energy instituted by the Board where the value of the energy stolen does not exceed Rs. 250. (Rs. two hundred and fifty) only may be compounded, if the consumers concerned is

agreeable to pay the cost of stolen energy plus ten times thereof as compensation, with the permission of the Court. The value of the stolen energy will be determined by the Electrical Superintending Engineer concerned personally. While arriving at the above value, the Electrical Superintending Engineer will take into account, the consumption for electrical energy recorded during the previous four months for which authentic readings are available, the seasonal variations in load and the increasing or decreasing trend of consumption. The basis of such assessment should be recorded in writing by the Electrical Superintending Engineer.

The petition for compounding the case should be filed only after the accused person has deposited, in the local office of the Board, the cost of the stolen energy plus ten times thereof as assessed by the Electrical Superintending Engineer concerned who is authorised to compound such cases under intimation to the Board.

Para. 5 of the Standing Order no. 40, dated the 19th August 1963 stands modified to the extent indicated above.

By order of the Bihar State Electricity Board,

Sd/- M. P. Singh,

2-4-1965

Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. Accts-S/D-E-M-46/65—145

Dated Patna, the 19th April, 1965

Sub.—Deposit of earnest money and security deposit.

It has since been decided that the Government of India or State Government Undertakings participating in the tenders issued by this Board need not deposit earnest money or security money. It has also been decided that the suppliers, who are registered with the Directorate General, Supplies and Disposal for the items for which the tenders are submitted by them or for which orders are placed on them, need not deposit earnest money and security money.

In order to mitigate hardship to tenderers it has also been decided that the firms, who will deposit a sum of Rs. 10,000 permanently with the Board in the shape of Cash or Bank Draft need not deposit any earnest money so long as the deposit remains in the custody of the Board. In other words, such firms, who will deposit permanent earnest money to the extent of Rs. 10,000 will be eligible to participate in all the tenders issued by the Board. It has been under consideration for sometimes past whether the Bank Guarantee can be accepted in lieu of Cash or Bank Draft on account of Earnest Money, but it has been decided in consultation with the Accounts Member that the earnest money should in no case be accepted in the shape of Bank Guarantee. The same should be deposited either in Cash or Cheque or Bank Draft or deposits-at-call. The limit of earnest money for any one tender need not exceed Rs. 10,000.

The Security Money may, however, be deposited either in Cash, Cheque, Bank Draft, Deposit-at-call or in the shape of Bank Guarantee as heretofore.

Necessary provision to this effect should be made in all the future tender notices issued by the Board.

By order of the Bihar State Electricity Board,
Sd/- M. P. Singh,
12-4-1965
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 146/EB.

Dated Patna, the 20th April, 1965.

Subject—Disposal of Scrap and Empties.

It has been laid down in Rules 7-132 and 7-133 of Section IX, Chapter VII (Stores) of Financial and Accounts Code of the Board that all scrap materials and empties should be disposed of periodically by auction under the order of the Superintending Engineer.

The procedure for disposal of scrap materials including copper, brass, lead, iron, aluminium and cutpieces of rail poles, etc. and empties was re-examined and it has been decided that the scrap and empties should be disposed of by calling for sealed tenders for unit rates for sale instead of by public auction. It has also been decided that the tenders should be called for in the headquarters of the Board by the Purchase circle, rates decided and informed to all the parties concerned. The above rates shall be applicable for a period of six months and should be based on the scrap materials in respect of the quantities and in the condition "as is where is". A copy of the tender notice for sale of such scrap and empties should be sent to the Department of Industries, Bihar, in order to give an opportunity to the intending small scale industries to come into the open competition and submit their offers. It has also been decided that no price preference will be given to the small scale industries but their offers will be considered along with others and preference will be given only where the rates are the same.

The relevant rules of the Financial and Accounts Code referred to above may be viewed as modified to this extent.

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

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 147

Dated Patna, the 20th April, 1965.

Subject—Opening of Account with Scheduled Bank.

The Board in its resolution no. 1046 of 1964-65 has approved to open bank account with the following banks and have authorised the Accounts Member to operate and regulate the account :—

- (1) United Commercial Bank Ltd.
- (2) The Bank of Bihar Ltd.

- (3) The Bank of India Ltd.
- (4) Allahabad Bank Ltd.

It has also been decided that the accounts with the Bank will be opened on the following terms and conditions :-

(i) The Bank will remit the revenue collections of the Board deposited at the branch, to be specified, free of charge every day to its Patna Branch. The Bank will have to receive such remittances at the branches, to be specified till 4.00 P. M. on all working days.

(ii) The Bank will transfer credit balance every week on Saturday to the Board's account maintained with the Secretariat Treasury, Patna, through the State Bank of India, Secretariat Branch, Patna.

(iii) The amount will be kept in a Call Deposit account on which the Bank will pay interest, at usual rates.

(iv) The Accounts Officer (to be specified) will draw cheques on your Patna Branch which will be payable at par at branches, to be specified. Cheques over Rs. 25,000 will be considered by the Electrical Superintending Engineer of the circle.

The Accounts Member will decide the place where the banks mentioned above will operate.

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

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. H/LA-303/65-148/EB.

Dated Patna, the 28th April, 1965.

Subject—Economy in expenditure in regard to acquisition of land, buildings, roads and plantation of trees, etc.

In view of the financial stringency which the Board is facing at present, it has been decided that no expenditure in regard to acquisition of land, buildings, roads and plantation of trees etc. should be incurred except with the prior and specific approval of Chairman of the Board.

Sd/- M. P. Singh,
Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. B/M7-2025/65-149/EB.

Dated Patna, the 17th May, 1965.

The Board has been sanctioning certain amount each year to every circle for incurring expenditure over promotion of cultural, recreational and other welfare activities amongst the employees. It has been

brought to the notice of the Board that certain circles have spent the excess of the amount sanctioned under the impression that they could do so on account of provision made by them in the budget. This is against the intention of the Board and with a view to obviate such mistakes in future, it has been decided that no amount will be spent over welfare activities by any circle/project without express sanction from the Board's headquarters. All proposal for welfare grant should be submitted to the Director of Personnel of the Board for obtaining the approval of the Board.

This order will come into force with immediate effect.

Sd/- M. P. Singh,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SS/G1-1004/65—150/EB.

Dated Patna, the 31st May, 1965.

In continuation to the Board's Standing Order no. 77, dated the 18th May, 1961, the Board has decided that there shall be only one efficiency bar operating at Rs. 595, in the existing scale of pay of Rs. 220-25-320-EB-25-670-EB-20-750 of Assistant Mechanical Engineers, instead of two stages of efficiency bar. The sanctioned scale of pay with effect from the 1st June, 1959, shall therefore be Rs. 220-25-595-EB-25-670-20-750.

2. An Assistant Mechanical Engineer, whose pay was Rs. 320 or less on the 1st June, 1959, shall draw his annual increment without interruption till he reaches the stage at Rs. 595 after which he shall be required to cross efficiency bar subject to the existing terms and conditions.

3. An Assistant Mechanical Engineer, who is at present held up at the stage of Rs. 320 because of his not being considered fit to cross efficiency bar, may be allowed to draw with effect from the 1st June, 1959, pay at the stage which he would have drawn, if he were not held up at efficiency bar, that he should not be allowed pay exceeding Rs. 595 till he has been allowed by the Board to cross efficiency bar.

4. The above decision will not, however, apply to cases of Assistant Mechanical Engineers, whose increments have been stopped as a measure of punishment at any stage of the time scale, including the stage at Rs. 320

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

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. Accts/CM/243/64—151/EB.
Dated Patna, the 4th June, 1965.

Subject—Security Deposits by Board's employees occupying Board's quarters.

Attention is invited to the Board's Standing Order no. 81, dated the 5th June, 1964 wherein the Board relaxed the maximum amount of security deposit to two months consumption instead of three months,

from the Board employees occupying Board's quarters having service connections. It was also decided to recover energy charges due from such employees from their monthly pay bills just as G. P. F., Income Tax etc.

As the procedure of recovery from pay bills eliminates the possibility of accumulation of arrears, the Board in its Resolution no. 1086 dated the 7th May, 1965 decided that the Board's employees occupying Board's quarters, having service connections, will be exempted from payment of security deposit in respect of such connections.

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

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. A/D4-1002/64 152/EB.

Dated Patna, the 26th June, 1965.

In continuation of the Board's Standing order no. dated the 6th January, 1965 sanction is accorded for the creation of the following permanent posts for each of the three permanent Electric Supply Subdivision, viz., the Electric Supply Subdivision, Ramnagar, the Electric Supply Subdivision, Muzaffarpur, and the Electric Supply Subdivision II, Ranchi with effect from the 1st June, 1965.

- (1) One post of Junior Accounts clerk, in the scale of pay of Rs. 50-2-70-EB-2-90
- (2) One post of Bill Collector Grade II, in the scale of pay of Rs. 60-2-80-EB-2-100
- (3) One post of Choukidar-cum-treasury guard, in the scale of pay of Rs. 22½-1-27½

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. A/A1-6021/65—153/EB.

Dated Patna, the 6th August, 1965.

A large number of Officers working in the Board's Secretariat as well as in the field offices are entitled to two or more orderly peons and as such the number of peons is large a proposal for giving option to the Officers of the Board to surrender an orderly peon in lieu of a cash allowance of Rs. 35 per month was considered in the Board's meeting held on 8-6-1965 and the Board has been pleased to decide as follows :—

1 The Officers at the Headquarters and in the field having two orderly peons may be given option to surrender one of the orderly peon and in lieu thereof they will be allowed compensatory allowance of Rs. 35/- a month. The option once exercised will be final. Those Officers who have more than two orderly peons, will have option to surrender more than one peon on similar condition and will be entitled to compensatory allowance of Rs. 35 in lieu of each peon.

2. It should be clear to the Officers exercising such a option that the work which was being done by such peons should not be allowed to suffer nor should any other peon except the one left with the Officer should be utilised for the purpose. In case it is found that the work of a particular Officer is suffering on this

account, the Board will have the right to post the other orderly peon with the officer and cancel the allowance.

3. Compensatory allowance can be given for one or more peons subject to the condition that one peon at least is retained.

4. The decision will be implemented in such a manner that no retrenchment of existing hands is needed.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna
Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Lab/T3-1048/65-154.

Dated Patna, the 7th August, 1965.

In partial modification of Standing order no. Lab/T3-107/63-50 dated the 4th September, 1963 sanction under the Apprentices Act, 1961 is accorded for training of one hundred Apprentices at the Training Centres at Muzaffarpur, Patna and Mahuda as detailed below :-

Muzaffarpur Training Centre.	(Under Muzaffarpur Electrical Circle, Muzaffarpur)
	Per annum.
Stipend for 33 Apprentices @ Rs. 50 p. m. for the first six months and @ Rs. 60 p. m. for the remaining period.	Rs. 21,780
Allowance to a part time Assistant Engineer @ Rs. 50 (fifty) per month.	Rs. 600
Contingencies recurring.	Rs. 5,000
Contingencies non-recurring.	Rs. 3,333
Mahuda Training Centre.	(Under Ranchi Electrical Circle, Ranchi.)
Stipend for 33 apprentices @ Rs. 50 per month for the first six months and @ Rs 60 a month for the remaining six months.	Rs. 21,780
Allowance to a part time Assistant Engineer @ Rs. 50 per month.	Rs. 600
Contingencies recurring.	Rs. 5,000
Contingencies non-recurring,	Rs. 3,333
Patna Training Centre.	(Under Patna Electrical Circle)
Stipend for 34 apprentices @ Rs. 50 for the first six months and @ Rs. 60 for the remaining six months.	Rs. 22,448
Allowance to a part time Assistant Engineer @ Rs. 50 per month.	Rs. 600
Contingencies recurring.	Rs. 5,000
Contingencies non-recurring.	Rs. 3,333

The cost will be met out of the provision under "Contingencies-Miscellaneous" Account No. 402 (g) against the circles in which the trainees will join as apprentices. The expenditure on the training will exclusively be charged to Revenue Accounts.

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SS/CR-1026/65—155/EB.

Dated Patna, the 14th August, 1965.

The Bihar State Electricity Board has decided that the procedure indicated below shall be followed in the matter of recording of annual confidential remarks on the work of the following categories of officers in the Board.

(1) Director of Personnel and the Chief Security Officer.

The annual confidential report on the work of the Director of Personnel and the Chief Security officer shall be recorded by the Secretary and the Chairman in that order.

(2) Land Acquisition & Resettlement officer.

The annual confidential report on the work of the Land Acquisition and Resettlement officer, who is posted at the Patratu Thermal Power Station, shall be recorded by the Deputy Chief Engineer and Project Manager, Patratu Thermal Power Station, the Secretary and the Chairman in that order.

In future, when the Land Acquisition & Resettlement officer is posted exclusively on his job for the entire State, his annual confidential report shall be recorded by the Secretary and the Chairman in that order.

(3) Estate Officers.

The annual confidential report of the Estate officers posted at the Barauni and the Patratu Thermal Power Station shall be recorded by the Deputy Chief Engineer & Project Manager of the power station and the Secretary to Board. After the Secretary has recorded his remarks, the annual report shall be shown to the Chairman who may record his remarks, if he so likes.

The annual confidential report on Medical officers including the Lady Medical officers, posted at the Barauni and the Patratu Thermal Power Stations, shall be recorded by the concerned Deputy Chief Engineer and Project Manager and thereafter sent to the Engineer Member for his remarks.

2. The Deputy Chief Engineers and Project Manager should send the annual confidential reports to the Board by the 16th May each year.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. G/P1-201/65—157/EB.

Dated Patna, the 28th August, 1965.

Subject—Yard stick for the creation of post of Bill Superintendent (now designated as Accounts Assistant) and Bill Assistant.

In partial supersession of standing order no. 8 dated the 22nd January, 1963 on the subject, the following revised yard stick is prescribed for creation of post of Bill Assistant in the scale of Rs. 50-2-70-EB-2-90 and Accounts Assistant (for supervision of the work of Bill Assistant) in the scale of pay of Rs. 80-4-100-EB-6-136-190.

(1) For every 650 domestic and other services for which consumer's ledger is simplified—one Assistant.

(2) For every 500 other categories of service—one Bill Assistant.

(3) One Accounts Assistant for every five Bill Assistants.

Note—(i) One additional post of Accounts Assistant will be Admissible when the number of bill Assistant will exceed the multiple of it by three or more.

(ii) One additional post of Bill Assistant will be admissible when the number of consumers will exceed the multiple of the years by half the same or more.

(iii) The duties of the staff will remain the same as prescribed in the Standing order previously.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acct/CM/223/63EB—158.

Dated Patna, the 30th August, 1965.

Subject—Authority to make payment in cash to the Executive Engineer.

The Assistant Engineers, incharge of the work, are authorised to make purchase of petty materials, in emergent cases, upto Rs. 25 at a time on cash payment from their imprest for the execution of work, maintenance etc. This limit of Rs. 25 was fixed long ago when the cost of materials was low. Now there has been phenomenal increase in the prices of the material with the result that even the maximum of the limit prove quite inadequate to meet the requirements, very often. However, the small dealers are not willing to supply materials on credit. Hence, each time, the amount involved in such purchases exceed Rs. 25, the approval of the Electrical Superintending Engineer is required who has been authorised to permit in cash upto Rs. 200 at a time in special circumstances. But it has been observed that it takes time in correspondence and for every small matters the Electrical Superintending Engineer has to be approached. The work also suffers for want of such materials.

The Board, therefore, has decided in its resolution no. 1130 of the 4th August, 1965 to authorise the field Executive Engineer to permit payment in cash upto Rs. 50 to suppliers etc. in special circumstances.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna
Joint-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acct/CM/288/65EB—159.

Dated Patna, the 30th August, 1965.

Subject—Final withdrawal of G. P. F. and C. P. F. Delegation of power.

The accumulation of fund subscription at the credit of the subscriber is liable to be refunded under Rule 29 of G. P. F. Rules after the resignation, retirement or death of the subscriber. In the case of Government servants, the final withdrawal is dealt with firmly in the fund section of Accountant General's office.

Since the fund accounts in respect of Board's staff are maintained in the Board's Secretariat it has been decided, to facilitate the quick disposal of cases, to vest the Accounts Officer (Fund) with powers to issue authority to all final withdrawal of G. P. F. and C. P. F. subject to the condition that he would obtain the approval of the Director of Accounts for withdrawal of sum of Rs. 5000 and above.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acct/CM/98/62—160/EB.

Dated Patna, the 30th August, 1965.

Subject—Classification of expenditure and receipts—Account numbers

There is no suitable head in the classification of Accounts to accumulate the receipts which are earned from source other than consumers such as sale of stores to outsiders, sale proceeds of old vehicles, sale of unserviceable tools and plants, stores etc.

It has, therefore, been decided to open an account head no. "319—Other miscellaneous receipts". This will accommodate all receipts which are earned from sources other than consumers.

A correction slip to the classification of Accounts in Chapter IV will be issued in due course.

By order of the Bihar State Electricity Board,

Sd/- M. C. Subarna,

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

In pursuance of the Board's Standing Order no. 46, dated the 15th July, 1960, it is hereby certified that Shri Narbadeshwar Singh, Electrical Executive Engineer (Stores and Purchase), in the Secretariat of the Bihar State Electricity Board, Patna would have continued to draw a special pay @ Rs. 100 (Rupees one hundred) only a month, had he not been deputed for training for fifteen months with M/s. C. E. K. O. P. Ltd., Poland in connection with the 2 × 50 M. W., Barauni Thermal Power Station.

Sd/- B. N. Ojha,

30-11-1965

Chief Engineer (Project) and Engineer Member.

BIHAR STATE ELECTRICITY BOARD, PATNA.

In pursuance of the Board's Standing Order No. 46, dated the 15th July, 1960, it is hereby certified that Shri Hari Krishna Sahai, Electrical Superintending Engineer (Commercial), in the Secretariat of the Bihar State Electricity Board, Patna would have continued to draw a special pay @ Rs. 150 (Rupees one hundred and fifty) only, a month, had he not been deputed for training for fifteen months with M/s. C. E. K. O. P. Ltd., Poland in connection with the 2 × 50 M. W., Barauni Thermal Power Station.

Sd/- B. N. Ojha,

30-11-1965

Chief Engineer (Project) and Engineer Member.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. S/P2-101/65—162/EB.

Dated Patna, the 3rd September, 1965.

Subject—Fixation of pay on promotion from non-gazetted to gazetted rank or to a higher post in gazetted rank.

In Resolution no. 434 passed in the meeting held on the 27th April, 1962, the Board decided that the pay of an incumbent who had rendered uninterrupted service for a minimum period of 3 years shall be treated

as substantive pay for the purpose of fixation of pay. In the case of an officer who had rendered less than 3 years of continuous service, the pay on promotion, was to be so fixed as to make his pay equal to the initial pay of the lower post if the pay drawn by him, before promotion, was higher than the initial pay of the post to which he was promoted. This decision was brought into force with effect from the 1st April, 1962 as conveyed in Standing Order No. S/P2-101/62 (part)—150/EB., dated the 16th July, 1962.

This decision has caused hardship to the officers and the staff, who were promoted before the 1st April, 1962. A number of junior officers promoted after April, 1962 have been allowed higher pay than the senior officers promoted earlier. Besides, the provision of three years of uninterrupted service in the Board does not take into account the service rendered by an officer under Government before the 1st April, 1958.

The Board has, therefore, decided that the order communicated in Standing Order No. S/P2-101/62 (part)—150/EB, dated the 16th July, 1962, shall be in force retrospectively from the 1st April, 1958 and that this decision will apply to all officers and staff whose services were placed at the disposal of the Board on the terms and conditions of deputation or transfer as laid down in Electricity Department memo no. 2959/Elec, dated the 27th March, 1958. The period of three years of uninterrupted service will be counted taking the service under Government together with that under the Board.

Sd/- M. C. Subarna,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. Acct./CM/110/62—163/EB.

Dated Patna, the 10th September, 1965.

LEKHA DEBBI PARIKSHA.

In partial modification of para. 3 of standing order no. 123, dated the 16th March, 1962, the Board has decided that the minimum period of service for appearing for the examination may be reduced to two years in respect of Accounts Assistants and equivalent categories of staff and 3 years in respect of Bill Assistants, Junior Accounts Clerks and equivalent categories of the staff, in the accounts branch.

In partial modification of standing order no. 175, dated the 27th November, 1962 and 140, dated the 29th March, 1965, the Board has decided, that with effect from the examination to be held in September, 1965, advance increments for passing L. P. P. will be admissible only to Accounts Assistants, Bill Superintendents, Junior Accounts Clerks, Bill Assistants and staff in equivalent grades.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,

10-9-65

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SS/GI-1008/65—164/EB.

Dated Patna, the 16th September, 1965.

Sanction is accorded, under rule 42 of the Bihar Service Code to the grant of special pay, in addition to the grade pay, to the Superintending Engineer (Civil) and the Executive Engineer (Civil), posted to

the Secretariat of the Bihar State Electricity Board, Patna, at the rates mentioned below, with effect from the date of their joining the Secretariat of the Board :—

- (a) Superintending Engineer (Civil) Rs. 150 (Rupees one hundred and fifty) a month.
(b) Executive Engineer (Civil) Rs. 100 (Rupees one hundred) a month.

2. The special pay is sanctioned because of the specially arduous nature of their work.

By order of the Bihar State Electricity Board,

S. D. Sinha,

16-9-1965

for M. C. Subarna,
Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SS/PRMIII-103/65—165/EB.
Dated Patna, the 20th September, 1965.

In pursuance of Board's Standing Order no. 53, dated the 17th September, 1963, the existing Supply Subdivision under the Bhagalpur Electrical Circle, Bhagalpur, related with the work of O. & M., shall comprise of the sections as given in Annexure I.

2. Sanction is also accorded to the creation of the permanent posts as shown in Annexure II for the above subdivisions and sections with effect from the 1st January, 1966.

3. The charge will be debitible to the head "Clearing Accounts—Establishment and General Charges (Accounts Code Nos. 401 to 403) of the Divisions to which the posts relate.

By order of the Bihar State Electricity Board,

Sd/- B. I. Das,

Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 166/EB.

Dated Patna, the 24th September, 1965.

Subject—Reduction of contract demand under exceptional circumstances.

Instances have come to the notice of the Board where H. T. consumers requested for reduction of their contract demand before the expiry of the tenure of the agreement. As the agreement form does not provide for reduction in the contract demand, the matter was given to a careful consideration by the Board and it has been decided that the reduction of the contract demand may be agreed to in special cases, under exceptional circumstances, on the fulfilment of the following conditions :—

(a) An enquiry may be made by the local officers of the Board not below the rank of a Superintending Engineer and a report submitted by him stating whether the consumer had initially given an exaggerated demand in the honest belief of achieving that figure or on account of ignorance, which he could not fulfill due to circumstances beyond his control.

(b) The Board should not suffer a financial loss because of the proposed reduction in demand of the consumer and the revenue from reduced demand should assure an economic return on the capital investment already made by the Board.

(c) The consumer should agree to enter into a fresh agreement for a reduced contract demand but till the date he does not do so, the previous contract will remain in force and he will have to make payment of energy and demand charges on the basis thereof.

Each such case will be placed before the Board for approval.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. G/A1-1011/65-167/EB.

Dated Patna, the 24th September, 1965.

Subject—Recruitment, training, confirmation, cadre, etc. of Accounts Assistants.

The matters regarding centralised recruitment, cadre, training, etc. of Accounts Assistants and delegation of certain powers to the Superintending Engineers in this regard had been under consideration of the Board for some time. The Board has now been pleased to decide as follows :—

(1) **Recruitment**—The recruitment of Accounts Assistants will continue to be made from the Board's Headquarters as at present on the basis of the minimum qualification (graduate) fixed by the Board as communicated in letter no. 1477, dated 7th April, 1965 and then allotment made to the field offices and headquarters after ascertaining the vacancy position.

(2) **Cadre**—In Board's Standing Order no. 9, dated 4th February, 1963, various categories of the posts have been amalgamated and designated as Accounts Assistant in the scale of pay Rs. 80-190 with effect from 1st September, 1961. These Accounts Assistants will form one centralised cadre and the Director of Accounts will be appointing authority but the following functions are delegated to the Superintending Engineers :—

- (i) Maintenance of Service Book.
- (ii) Maintenance of character rolls.
- (iii) Grant of leave and maintenance of leave account.
- (iv) Transfer within the circle.
- (v) Crossing of efficiency bar and grant of annual increment.
- (vi) Suspension, proceedings and award of punishment other than removal, dismissal and reduction in rank. Orders of the Director of Accounts will have to be obtained for imposing penalties of removal, dismissal or reduction in rank.

(3) **Seniority**—Consequent upon the operation of a centralised cadre of Accounts Assistants, it will be necessary to fix the relative seniority of various categories of Accounts Assistants who have up-till-now been absorbed into the cadre and are expected to be absorbed in future. The seniority of these various categories of employees will be regulated in accordance with the serial classification mentioned below :—

(i) The permanent Assistant Accounts of Electricity Department will come first in accordance with their inter-se seniority.

(ii) There being no temporary Assistant Accounts of the Electricity Department now working in the Board, the permanent Senior Accounts Clerks, Bill Superintendents and Bill Collectors, Grade I, who have been amalgamated into a single cadre with the designation of Accounts Assistants in Board's Standing Order no. 9, dated the 4th February, 1963, will come next to the permanent Assistant Accountants. Their inter-se seniority within the circle will be in accordance with the gradation, if any, made by the Selection Committee in the Circle, or in the absence thereof, according to the date of joining (or the date of appointment) in the circle. The inter-se seniority will be determined by the date on which the appointment letters were issued by the Superintending Engineer, and if they are not available, then according to the date of joining (or the date of appointment).

(iii) The temporary Senior Accounts clerks recruited by the Superintending Engineers will come next. Their inter or inter circle seniority will also be determined in accordance with the principles mentioned above.

(iv) The promotees from the rank of Junior Accounts Clerks, Bill Assistants etc. will come next. They will maintain their seniority within the circle in accordance with that maintained in the lower cadre. The inter-circle seniority will be in accordance with the date of joining (or the date of appointment).

(v) The temporary Accounts Assistants recruited by the Board will come next. Their inter seniority will be the same as the merit list prepared by the Selection Committee.

Besides the five categories of staff mentioned above, some provisional appointment of Accounts Assistants have been made by the Superintending Engineers. These persons will have to pass the recruitment examination held by the Board to secure continued appointment, otherwise their services are liable to be terminated as soon as a passed candidate is allotted by the Board.

(4) **Training and confirmation**—(i) Provision for training of the Accounts Assistants was made for the first time and the detailed course has been proscribed in Board's Standing Order no. 159, dated 10th August, 1962 after completion of which the trainees are to take an examination. This examination will now be treated as an examination for the confirmation also of Accounts Assistant in permanent vacancies as may be available. No Accounts Assistant shall be eligible for consideration for confirmation against a permanent post unless he has completed two years of service as an Accounts Assistant and has also passed this confirmation examination held in the Accounts Training School. An Accounts Assistant, may however, take this confirmatory examination even without undergoing a training in the Accounts Training School, if he so desires.

(ii) The syllabus for this examination will include only four papers, instead of seven, as at present. The revised syllabus and course of training will be for a period of five months only as given in the annexure, in partial modification of Board's Standing Order no. 150, dated 10th August, 1962. The revised syllabus will come into effect from the next examination held after the date of issue of this order.

(iii) The full marks in each paper will be 100 with pass marks 40. If an Accounts Assistant secures 60% marks or above in any paper, he will be granted exemption from appearing in that paper in future.

(iv) On securing exemption in any two papers, the Accounts Assistants will be eligible for one advance increment and two more such increments on passing the examination completely. Alternatively on passing the examination in all the four papers in one chance, the Accounts Assistant will get three advance increments. This concession will however be admissible only after two examinations are held after issue of this order.

(v) An Accounts Assistant will have to pass the confirmatory examination within four consecutive examinations held after he joins service. If an examination is held within six months after the date of his appointment, it will not be counted as a chance. The service of Accounts Assistant appointed after issue of this order will be liable for termination, if they fail to pass the examination in the prescribed four chances. In exceptional cases, further chances may be given beyond the prescribed four. In that event, the papers passing examination will lose his seniority and will be placed below the last persons who was eligible for confirmation on the last day of such examination. Persons recruited before the date of this order will be allowed unlimited number of chances to pass this examination. They will also, however, lose their seniority as indicated above for failure to pass the examination within four chances. As they were allowed previously three chances, only those who have availed of all the chances till now and pass in one more chance will not lose their relative seniority. Those who have availed of two chances, one chance and no chance will *mutatis mutandis* be allowed two, three and four chances respectively without loss of seniority.

(vi) A person holding the post of an Accounts Assistant on the date of this order will not be required to pass the examination if he is of the age of 45 years or above. He may be confirmed on the basis of his seniority and merit. He may, however, at this discretion take the confirmatory examination for the purpose of the advance increments as earlier stated in para. 4 (iv) above.

(vii) An Accounts Assistant who have passed this examination will also be entitled for three increments after the publication of the result of the last examination of the four consecutive examination mentioned in this order. His inter-seniority will also be fixed after that date (January, 1967).

(viii) No Accounts Assistant will be eligible to appear at the Lekha Pravin Pariksha, unless he passes the confirmatory examination. This will not, however, be applicable to Accounts Assistants who have already appeared at the L. P. P.

(ix) The Board's Standing Order No. 66, dated 14th January, 1964 in which the penalty for stoppage of increment has been provided for failure to pass the confirmatory examination in three chances has now been withdrawn by the Board.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 168/EB.

Dated Patna, the 24th September, 1965.

By Board's Resolution No. 1010 of 1965-66 the Bihar State Electricity Board has been pleased to extend the term of the panel of Advocates made in Board's Resolution No. 1003 except Sri T. K. Prasad, Advocate for criminal cases for being engaged independently or as an associate lawyer to conduct Civil and Criminal cases filed by and against the Board in the High Court, Patna, on a daily fee of Rs. 32 (Rs. thirty two) only till 31st December, 1965.

By order of the Bihar State Electricity Board,
Sd/- C. S. S. Sinha,
Law Adviser-cum-Joint Secretary to the Board

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. F/C-1073/65 169/EB.

Dated Patna, the 26th September, 1965.

Subject—Procedure in dealing with public complaints against the employees of the Board.

In supersession of Board's Standing Order No. F/C. 1003-64—102, dated the 16th September, 1964, the followings are the revised procedures in dealing with public complaints against the employees of the Board :—

All the public complaints received by the Senior Officers of the Board's Secretariat against the employees of the Board, both gazetted and non-gazetted will be dealt with in the Complaint Cell. After receipt of a complaint, the same will be entered in the 'Complaint Register', which should be maintained circlewise and acknowledged, if the position is not anonymous. The Complaint Cell will then call a report from the officers concerned of the Circle, i. e., the Superintending Engineer and the report received will be examined and put up to the Joint Secretary. If it is found that the allegations are false, the matter will be dropped and the complainant will be informed accordingly. If on the other hand there is a prima facie case, then it will either be referred to a senior officer for further enquiry or sent to the Establishment Officer in case of a gazetted officer and to the Director of Personnel, in case of a non-gazetted employee being involved, for taking further action. The result of the action taken should also be communicated to the complainant.

The complaint by an employee against another or grievances of subordinate staff against the superior officer etc. will be referred to the Director of Personnel or to the Establishment Officer or any other officer of the Board as may be the case.

So far anonymous and pseudonymous petitions are concerned, the existing instructions should be followed. In other words unless anonymous and pseudonymous petition contain specific allegations, no action should normally be taken.

The previous complaints which are now pending in different sections will continue to be dealt with there till their final disposal. The Complaint Cell will then be informed about the action taken.

A quarterly statement regarding disposal of complaints should be placed in the fortnightly meeting.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
25-9-1965
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. C/Misc-1011/655-170.

Dated Patna, the 14th October, 1965.

The following powers are delegated to the Deputy Chief Engineers in the Patratu and Barauni Projects :—

Power to make purchases.—Upto Rs. 2 lakhs in each case provided the purchase is recommended by the Local Purchase Committee constituted for the purpose consisting of the Project Manager, the Superintending Engineer concerned and the Deputy Director of Accounts, and provided further that the recommendation is in favour of the lowest valid tender.

All papers not covered by the above delegation will be referred to the Board.

Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. A1/Rev/Spl-C-2-19/63-171/EB.

Dated Patna, the 2nd November, 1965.

It was decided in Standing Order no. 13, dated the 12th March, 1959, that the licencees should be required to pay security deposit equal to two months average consumption charge (in the case of energy supplied by the Board to the undertaking during a period of two months on the average).

This matter was further considered by the Board on 4th August, 1964 and it has been decided that the orders may be enforced only if there is a default in the payment of energy charges by a licencee who had not paid the security deposit till then. The deposit already made by the licencee should not, however, be refunded. The demand for the security deposit in case of default in the payment of our bills, should be raised in the month of following the month of default.

By order of Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Acctt/CM/98/62-172/EB.

Dated Patna, the 29th November, 1965.

Subject --Classification of expenditure and receipts Account numbers.

In the classification and Accounts number prescribed by the Board and incorporated in appendix in Chapter IV of the Financial and Account Code of the Board no revision has been made for expenditure connected with P. L. C. C. equipments as no such equipments were installed earlier, now that telecommunication system has since been introduced the expenditure of the maintenances of the telecommunication system and equipments may be classified under the new sub-Account numbers introduced below :—

- | | | |
|---|--------------|--|
| 1. Hydraulic power Generation | 200 (b) (10) | Maintenance of telecommunication system. |
| 2. Steam power generation. | 201 (b) (11) | Maintenance of telecommunication system. |
| 3. Internal combination power generation. | 202 (b) (10) | Maintenance of telecommunication system. |
| 4. Transmission (extra high voltage) | 204 (9) | Maintenance of telecommunication system. |
| 5. Distribution (High voltage) | 205 (11) | Maintenance of telecommunication system. |
| 6. Distribution (medium low voltage) | 204 (10) | Maintenance of telecommunication system. |

A correction slip to classification of Chapter IV is being issued separately.

By order of the Bihar State Electricity Board,

Sd/ M. C. Subarna,

Joint Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. F/M-242/65-173/EB.

Dated Patna, the 23rd December, 1965.

During the course of audit of the log book of the staff cars, it has been found that officers have issued the staff cars for going from their place of residence to the Railway Station or the Airport for the purpose of boarding the train or the aircraft and have noted it as official use. Under the Bihar T. A. Rules, road mileage for such journey is admissible to the extent of the distance from the chief public office of the Board (i. e. the Secretariat) to the Railway Station i. e. 1-5/8 miles of 2.61 Km. only. But in many cases longer distance has been covered by the staff cars. Objection has, therefore, been raised by audit to the excess journey. The objection has been considered by the Board and it has been decided under rule 44 of the Bihar T. A. Rules, that the officers of the Board's Headquarters only who are entitled to use the staff car, may utilise it free of cost for going to the Railway Station/Bus Stand/Steamer Ghat/Airport from their residence, while on official tour they will not charge for that journey in their T. A. Bills.

2. It has also been brought to the notice of the Board that some officers in the past have used the staff car for visiting other places as well on their way to the Railway Station while proceeding on tour. The distance between their residence and the Railway Station has been shown to be much in excess of what it should normally be. In one case it was 22 KM. If the staff car has to pick up three or four officers from their residence enroute it is understandable that the distance travelled will be greater.

It has, therefore, been decided that while using the staff car for going to the Railway Station/Bus Stand/Steamer Ghat/Airport the actual distance should be mentioned in the log book. If the staff car has touched the residence of a number of officers while picking them up for Railway Station etc., it should be mentioned in the log book. If it is found that the distance shown in the log book for going to the places mentioned above is more than the reasonable limit, the excess distance covered will be billed "private" and the officers will have to pay for that.

3. The officers using the staff cars should clearly indicate in the log book, the distance travelled and the purpose of the journey instead of writing "official work" only. In the column 14 of the log book, the full signature with designation should also be written legibly, as illegible signature and absence of designation leads to difficulty in billing private journey.

4. This order will apply to use of staff cars of the Board's Secretariat only. These instructions will also be deemed to cover the cases which have occurred so far.

Sd/- B. L. Das,
Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. SIII/PRM III 105/65 174/EB.

Dated Patna, the 13th January, 1966.

In pursuance of Board's Standing Order No. 52, dated the 17th September, 1965, the existing Supply Subdivisions under the Ranchi Electrical Circle, Ranchi, related with the work of O. & M., shall comprise of the Sections as given in Annexure I.

2. Sanction is also accorded to the creation of the permanent posts as shown in Annexure II for the above Subdivisions and Sections with effect from the 1st January, 1966.

3. The charge will be debitible to the head, "Establishment and General Charges (Accounts Code Nos. 401 to 403) of the Divisions to which the posts relate".

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SSIH/PRM-III-103/65-175/EB.

Dated Patna, the 28th January, 1966.

In pursuance of Board's Standing Order no. 52, dated the 17th September, 1963, the existing Supply Subdivisions under Muzaffarpur Electrical Circle, Muzaffarpur and Purnea Electrical Circle, Purnea, related with the work of operation and maintenance, shall comprise of the Section as given in Annexure I.

2. Sanction is also accorded to the creation of the posts as shown in Annexure II on permanent basis for all Subdivisions except Khagaria and Barauni with effect from the 1st January, 1966. The posts under Electric Supply Subdivision, Barauni and Khagaria are sanctioned on temporary basis with effect from the 1st January, 1966.

3. The charge will be debitible to "Appropriate Account heads under Maintenance accounts proportion of salaries etc. of the Division to which the posts relate".

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary.

ANNEXURE

Name of Subdivision.

A. Muzaffarpur Electrical Circle, Muzaffarpur.

1. Madhubani Supply Subdivision.

2. Samastipur. —Do—

3. Pusa. —Do—

4. Hajipur. —Do—

5. Muzaffarpur. —Do—

6. Bettiah. —Do—

7. Ramnagar. —Do—

8. Motihari. —Do—

9. Sitamarhi. —Do—

10. Chapra. —Do—

11. Mirganj. —Do—

12. Siwan. —Do—

B. Purnea Electrical Circle, Purnea.

1. Saharsa Supply Subdivision.

Name of Supply Section.

1. Rampatti.

2. Jainagar.

3. Madhubani.

4. Darbhanga.

5. Sakri.

6. Jhanjharpur.

1. Samastipur I.

2. Samastipur II (Power S/S)

3. Dalsingsarai.

4. Rosera.

5. Hasanpur.

1. Tajpur.

2. Pusa Farm.

3. Pusa Road.

1. Hajipur.

2. Hajipur (Power S/S)

3. Lalganj.

4. Biddupur.

5. Mahnar.

1. Muzaffarpur (Power S/S)

2. Motipur.

3. Vaishali.

1. Bettiah.

2. Sugauli.

3. Narkatiaganj.

1. Ramnagar.

2. Bagha.

1. Motihari.

2. Chakia.

3. Sahebganj.

1. Raxaul.

2. Bairganj.

3. Sitamarhi.

1. Chapra.

2. Marhowrah.

3. Dighwara.

1. Mirganj.

2. Gopalganj.

3. Barauli.

1. Siwan.

2. Mairwa.

3. Maharajganj.

1. Saharsa.

2. Madhepura.

3. Supaul.

2. Purnea	Supply Subdivision	1. Purnea I. 2. Purnea II. 3. Kishanganj. 4. Forbesganj.
3. Katihar.	—Do—	1. Katihar I (Power S/S) 2. Katihar II. 3. Thana Bihpur.
4. Begusarai.	—Do—	1. Begusarai I. 2. Begusarai II. 3. Majhaul. 4. Balia.
5. Khagaria.	—Do—	1. Kbagaria. 2. Gogri Jamalpur. 3. Nangachia.
6. Barauni.	—Do—	1. Barauni. 2. Teghra. 3. Chakia (Power S/S).

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER No. SS/GI-1010/65—176 EB.

Dated Patna, the 4th February, 1966

Subject—Grant of compensatory allowance and other concessions to the staff posted to the Kosi East Canal Power Station, Birpur.

The Bihar State Electricity Board, has decided that the following allowances and concessions to the staff actually posted at site of the Kosi Canal Power Station, Birpur, shall be allowed, with effect from the date of 1st April, 1965.

1. Construction allowance to all officers and staff on regular and work-charged establishment (i. e. excluding staff on muster-roll on daily wages), in accordance with the scale indicated below :—
 - (a) To officers of Gazetted rank and to non-gazetted staff in Class III, at the rate of 20 per cent of pay, subject to a maximum of Rs. 100 (Rupees one hundred) and a minimum of Rs. 20 (Rupees twenty) a month.
 - (b) To class IV servants at the rate of Rs. 7.50 P. (Rupees seven and fifty paise) a month.
2. House rent allowance on the following scale of occupants of Board's buildings.
 - (a) For occupation of permanent quarters :—
 - (i) For all staff drawing pay exceeding Rs. 150 rent will be charged at the rate of 5 per cent of emolument (against normal 10 per cent of emoluments as calculated in the case of Government servants), or the standard rent, which-ever is less.

Note—I. Standard rent means Standard rent as calculated in respect of the State Government Buildings under the Bihar Government rules.

II. Where more than one employee share a residential building the rent shall be calculated on the basis of the emoluments of the occupant drawing the highest pay and such rent shall be shared equally by all the occupants.

(ii) For those who draw pay not exceeding Rs. 150 no rent will be charged.

(b) For accomodation in tents, sheds, dormitories and barracks—No rent from any category of staff.

3. Free supply of electricity, subject to availability on the following scale for employees in occupation of Board's residences in which there is provision for supply of electricity.

(i) For staff drawing pay below Rs. 55 and 100 p. m.	20 units p. m.
(ii) For staff drawing pay between Rs. 56 and 100 p. m.	20 units p. m.
(iii) For staff drawing pay between Rs. 101 and Rs. 350 p. m.	30 units p. m.
(iv) For staff drawing pay between Rs. 351 and Rs. 700 p. m.	50 units p. m.
(v) For staff drawing pay between Rs. 701 and Rs. 1000 p. m.	75 units p. m.
(vi) For staff drawing pay above Rs. 1000 p. m.	100 units p. m.

Note—This concession will be admissible to regular and work-charged establishment only, but not to persons paid wages on daily rates.

4. Water supply—free to all staff, subject to availability.

2. No compensation, except to the extent admissible under the rules in the Bihar Service Code, shall be admissible if accomodation and supply of electricity and water as authorised above can not be charged.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

बिहार राज्य विद्युत् बोर्ड, पटना

स्थायी कार्यालय आदेश संख्या—१७७

दिनांक १४ फरवरी, १९६६

बिहार विधान सभा की नयी नियमावली जो तिथि एक जनवरी, १९६६ से लागू की गई है उसके नियम ७८ (३) के अन्तर्गत तासंकित प्रश्नों के उत्तर सदन में मौखिक रूप में नहीं लिये जायेंगे, बल्कि उनके लिखित उत्तर प्रश्नों के साथ निश्चित तिथि से पहले सदस्यों में परिचारित कर दिये जायेंगे। अतः निश्चित तिथि तक ही जितने प्रश्नों का उत्तर प्राप्त होगा उन्हें ही सदन में प्रस्तुत किया जा सकेगा।

उपरोक्त नियम को कार्यान्वित रूप में लाने के लिए निम्नलिखित निर्णय अपनाने का निश्चय किया गया है जिससे कि प्रश्नों का उत्तर यथासम्भव शीघ्र भेजा जा सके :—

१. यदि प्रश्न चार बजे तक प्राप्त हों तथा उसका उत्तर स्थानीय कार्यालयों से मँगाना आवश्यक हो तो प्रश्न की प्रतिलिपि उनी दिन स्थानीय कार्यालयों को प्रेषित कर दी जाय।

२. यदि प्रश्न चार बजे के बाद प्राप्त हो और उसका उत्तर स्थानीय कार्यालय से मँगाना आवश्यक हो तो दूसरे दिन पूर्वान्ह में प्रश्न की प्रतिलिपि स्थानीय कार्यालयों को अवश्य भेज दी जाय।

३. यदि एक सप्ताह के अन्दर उत्तर प्राप्त न हो तो स्मार पत्र प्रेषित किया जाय।

४. यदि एक सप्ताह से पूर्व ही उत्तर के लिए सामग्री की आवश्यकता हो तो एक सप्ताह के पूर्व ही स्गार पत्र भेजा जाय ।

स्थानीय कार्यालयों से उत्तर की सामग्री प्राप्त होने के उपरान्त प्रश्नों का उत्तर सम्बन्धित शाखा द्वारा शीघ्र तैयार किया जाय और एक या दो दिन के भीतर विद्युत विभाग को भेज दिया जाय ।

उपरोक्त नियमों के पालन का उत्तरदायित्व सम्बन्धित प्रशाखा प्रधान को व्यक्तिगत रूप से होगा ।

ह०—एम० सी० सुवर्ण,
संयुक्त सचिव ।

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER No. SS/CR-1026/65—178 EB.

Dated Patna, the 23rd February, 1966

Subject—Recording of annual confidential reports on the work of the Personnel officers.

In supersession of paragraph 1 of Standing Order no. 170 dated the 27th October, 1962, it has been decided that the annual confidential reports on the work of Personnel Officers shall be recorded first, by the Deputy Chief Engineer and Project Manager/Superintending Engineers, under whom they are posted and then by the Director of Personnel, who in his turn, will record his remarks and send it to the Secretary. The Secretary may record his remarks, in case he considers necessary, and submit them to the Chairman for his perusal. The Chairman, if he desires, may record his own remarks.

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
for B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER No. 179 EB.

Dated Patna, the 16th March, 1966

Subject—Realisation of arrear rent from the occupants of the Board's quarters at New-Punaichak, Patna.

The quarters constructed by the Board in the Punaichak Colony, Patna were allotted sometime in the month of August, 1964. There was some delay in fixation of rent and taxes and consequent delay in submission of rent roll and demand statement to the head office for recovery of the rent from the pay bills of the respective occupants. This resulted in heavy accumulation of rent against the occupants and it became difficult for them to pay up the entire outstanding dues in one lump. The occupants, therefore, made representation for recovery of the rent in convenient instalments. The representations were duly considered and it has since been decided that from the occupants to whom the allotment was made in August, 1964, the arrear rent should be recovered from their pay in 17 equal monthly instalments subject to final adjustment in the last

instalment. In respect of those to whom the allotment was made after August, 1964, the instalment of recovery of the arrear dues should be twice the number of months that elapsed between the date of occupation and the 30th April, 1965. The recovery of the instalment will be in addition to the recovery of the current rent and taxes payable by the occupants. The above concessions are subject to the overall condition that if the pay of the occupants of the quarter is revised at any time during the period, covered by the instalments, then in that case the entire unpaid balance amount of the arrear rent and taxes, if any, will be recovered in one instalment out of the arrear amount payable to the respective occupants after revision of their pay. Necessary action to effect recovery of the outstanding arrear from the occupants should be taken immediately.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER No. SA/1-103-66-180

Dated Patna, the 17th March, 1966

Subject—GENERAL INSTRUCTIONS FOR MAINTENANCE OF STORES.

It has been observed that considerable improvement is necessary in the field stores of the Board. The following action may kindly be taken immediately by all the field officers incharge of stores for cleanliness and better maintenance of stores.

Arrangement of scrap items.

The field officers incharge of stores are requested to see that the stores yards are dried up and all the scrap items collected and formed into proper lots. Each lot of the scrap should be given a lot number. A lot register of scrap should be maintained by each Store. Different types of scrap should not be mixed up in lot. The lot number should be of as follows :—

66/X/P, where '66' stands for the year of formation of the lot, 'X' stands for the name of the Depot/ Sub-Depot, 'P' stands for the serial number of the lot. Ferrous and Non-ferrous scraps will be disposed by the Board and general scraps will be disposed off by the Electrical Superintending Engineer. A standing order for disposal of scrap is being issued separately.

Ferrous, non-ferrous and other scraps lying with the Sectional Officers, must be collected at the sub-divisional stores concerned for disposal. Proper precaution must be taken for maintaining the stocks of non-ferrous scraps. The officer incharge of the sub-division will personally see that no non-ferrous scrap lie in the sections. These must be kept in the store under proper custody and care. The lists of ferrous and non-ferrous scrap should be made out forthwith and sent to the Controller of Stores. The definitions of the categories of scrap are given for ready reference of the field officers.

- (I) Ferrous scraps like cut-pieces of rails, cut-pieces of steel sections, miscellaneous iron materials and fittings.
- (II) Non-ferrous scraps like copper scrap, Aluminium conductor scrap and miscellaneous, non-ferrous scrap stores.
- (III) General scrap like cement bags scrap, porcelain drums container scrap and vehicles scrap.

3. Re-rolling of cases and conductors.

It has also been noticed that substantial quantities of cables and conductors rolled on collapsed or dis-integrated drums lie in the stores. The materials are new and are borne on stock. The officer incharge of

the stores, may kindly therefore take immediate action for re-rolling of these conductors and cables on new drums for issue to works. The drums may be fabricated locally or procured in accordance with the normal rules of purchases. The officer concerned of the stores depot will make their own improvised turn table for rolling of the conductors or cables on new drums.

Stocking of materials.

It has also been found that different materials are not stocked properly in a verifiable and countable manner. All stores must be kept properly arranged and stacked so that the materials are approachable and the stocks are countable for issue, verification and handling. Steel and other materials likely to be damaged by contact with soil should be kept off the ground by providing dunnage to avoid deterioration and damage.

Stores yard.

It has generally been noticed that the stores yard is not dressed and levelled and as a result there is water logging in the yard during the rainy season. The stores yard should be dressed and levelled to avoid water logging causing damage to stores.

The stores yard should be fenced so that the materials in stock are kept segregated and unauthorised entry into the yard is prevented.

Gate Entry Register

A register should be maintained showing entries of all materials coming inside the stores. A register in Form No. EBS 44 is being printed in the Government Press at Gaya. The forms on receipt will be distributed to the field stores for maintenance of the register from 1-4-1966. In the mean time manuscript register showing entries of materials into the stores with their disposal may be maintained.

Surplus and obsolete materials

In each store large stock of surplus and obsolete materials are lying. It is essential that a list of these Surplus items which have not been issued for the last two years be prepared and sent to the Controller of Stores for further action. If an item has to be maintained as emergency stores, it should be specifically indicated as such. The stock card should be marked as 'Emergency stock' in bold letters in red ink. The items which are not required by the stores, either for normal maintenance or as emergency stores, should be returned to the Central Stores. The empty lorries going to the Central Stores for bringing materials should be utilised for transport of these surplus or over stock materials to avoid transport cost. While declaring an item as 'Emergency Stores' the Electrical Superintending Engineer will make scrutiny of the item and should be satisfied that the stock of the items is definitely required to meet emergency. For facility of field officers the criterion for declaring an item as emergency store is given below :—

'EMERGENCY STORES' -The depots may keep stock of certain items of stores though they do not have a regular turn over of the item caused by a constant demand. These items will be known as 'Emergency Stores' and will comprise of items of stores which do not ordinarily wear out or require renewal, but which have, however, to be kept in stock to meet emergencies, such as that due to breakage or un-anticipated deterioration or break-down and which are not readily obtainable. The stock card relating to such stores shown or marked with the letter 'F' in red.

By order of the Bihar State Electricity Board,

Sd/- B. L. Das,

Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 182

Dated Patna, the 29th March, 1966

Subject—Deposit of earnest money.

It has been decided that in future no cheque should be accepted as earnest money against the tenders. The amount of earnest money should be accepted either in cash or by Bank draft or by deposit at call on the State Bank of India.

2. The following categories of firms will be exempted from earnest money deposit to
- (i) Small scale industries of Bihar registered with National Small Industries Corporation.
 - (ii) Small scale industries of Bihar registered with the Industries Department under price preference scheme.

3. Board's Standing Order no. 145, dated the 19th April, 1965 is deemed to be amended to the extent as above.

By order of Bihar State Electricity Board.

Sd/- B. L. Das,

29-3-66

Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 183/A. Purchase

Dated Patna, the 14th April, 1966

Subject—Disposal of Scrap.

According to the Board's Standing Order no. 146, dated the 20th April, 1965 the scraps are to be disposed of the headquarters after calling for sealed tenders. On further consideration it has been decided that the Board headquarters will arrange disposal of only the following types of scrap :—

- (i) Ferrous scrap like off cuts of rails, steel sections, miscellaneous iron fittings etc. (excluding drums and conductors)
- (ii) Non-ferrous scrap like copper and aluminium scrap and miscellaneous non-ferrous fittings.

The Superintending Engineers will continue to dispose of other general scrap as per instructions contained in para 7-132 and 7-133 of Chapter VI of the Stores Financial Code of the Board. The following further instructions are issued in this connection :—

(1) The existing scraps should be classified according to the following categories and sorted out at the respective places of stores as at present :—

- (i) Ferrous scrap like off-cuts of rails, steel sections and miscellaneous iron fittings (excluding drums and conductors)
- (ii) Non-ferrous scrap including aluminium, copper etc.
- (iii) General scraps like empty drums, barrels and container.
- (iv) Empty cement bags and other miscellaneous scrap (other than categories I and II)

As these items should be taken interlock account, through S. R. B. at the time assessed by Electrical Superintending Engineer, separate folios will have to be opened for each type of scrap. The assessed value shall be credited to account no. 319-Miscellaneous Revenue.

The Superintending Engineer will arrange to have the scraps surveyed by a committee consisting of an Electrical Executive Engineer nominated by him, an Assistant Engineer (or Executive Engineer) of the stores concerned and arrange for disposal of general scrap (category III above) in accordance with the procedure laid down in Chapter VIII (Stores) of Financial and Account Code.

In future whenever scraps are returned to the stores, the Officer I/C of the Stores should clarify the scraps received and assess their value for taking them into books. The value of such scraps will be adjusted by debiting the stock and crediting the miscellaneous revenue or head of the work as indicated in the devolution note. These scrap materials and empties should be kept on a separate scrap ledger and should not be mixed up with other useful materials. Where the materials which are surplus in works are returned on completion of works serviceable materials should be taken in the stock ledger in respective folios of stock ledger, as new materials by crediting the appropriate capital account and estimates reference which will be given in the devolution note. They should be issued against future demands.

Every six months, the Superintending Engineer may please arrange for survey of the scrap accumulated in the stock by committee consisting of an Executive Engineer nominated by him and an Executive Engineer/Assistant Engineer of the stores concerned. All scraps lying in the sections must be transferred to the Subdivisional Stores on devolution note as stated above. No scrap or surplus materials should be accumulated in the sectional offices.

General scrap items of category III recommended for disposal by sale by the survey committee should be disposed by auction or by tender as may be decided by the Electrical Superintending Engineer vide publicity should be given to such sales. Committee's recommendation on the disposal of ferrous and non-ferrous scraps should be sent by the Electrical Superintending Engineer to the Controller of Stores for further action.

A separate draft form of notice of sale by auction will be standardised and sent in due course.

The receipt of this standing order may be acknowledged.

Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. 185/EB.

Dated Patna, the 26th April, 1966

The following procedure is prescribed by the Board for safe custody of the consumers original agreements H. T., L. T. and street light in the Circle and Division Office of the Board in partial modification of the Board's Standing Order no. 127/C/L 7042/61, dated 31st March, 1962.

Out of the three copies (two on stamped paper and one on the unstamped paper) of the agreement H. T., L. T. and street light, one copy (stamped) may be sent to the consumer concerned, the second stamped copy may be kept in the safe custody of the Revenue Officer in the Circle office and the third copy (unstamped) may be kept in the safe custody of the Junior Accounts Officer in the Division office concerned for his reference.

By order of the Bihar State Electricity Board,
Sd/-M. C. Subarna,
25-4-1966
Joint-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER No. SSI/PRM-111-104/66-187/EB

Dated Patna, the 29th April, 1966

In pursuance of Board's Standing Order no. 52, dated the September, 1953, the existing Supply Subdivisions under the Gaya Electrical Circle, Gaya, related with the work of O. & M. shall comprise of sections as given in Annexure I.

Sanction is also accorded to the creation of permanent posts as shown in Annexure II for the above Subdivision and Sections with effect from 1st January, 1966.

The charge will be debitable to the account -Proportion on salaries etc. under the operation and maintenance heads of accounts of the Division to which the posts relate.

By order of the Bihar State Electricity Board,
Sd/-M. C. Subarna,
for B. L. Das
Secretary.

ANNEXURE I

Name of the Subdivision			Name of Supply Section
1.	Electric Supply Subdivision No. I	Gaya	(a) Chandauti (b) New Area (c) Golpathal no 1 (d) Golpathal
2.	Ditto	No. II Gaya	(a) Gaya-I (b) Gaya-II (c) Snerghati (d) Tekari (e) Manpur-I (f) Manpur-II (g) Khizarsarai (h) Wazirganj
3.	Ditto	Nawadah	(a) Nawadah (b) Hisua (c) Warsaliganj (d) Rajauli
4.	Ditto	Jahanabad	(a) Jahanabad (b) Makhdumpur (c) Kinjer (d) Bandhuganj
5.	Ditto	Dehri-On-Sone I	(a) Dehri (b) Mathuri (c) Karuandia (d) Anhorhi
6.	Ditto	Dehri-On-Sone-II	(a) Dehri (b) Tilothu (c) Banjari (d) Nasriganj

	Name of the Subdivision		Name of Supply Section
7.	Electric Supply Subdivision,	Sasaram	(a) Sasaram (b) Bada (c) Chanari (d) Bikramganj (e) Karaghar (f) Nokha
8.	Ditto	Bhabhua	(a) Bhabhua (b) Mohania (c) Kundra
9.	Ditto	Aurangabad	(a) Aurangabad (b) Jamhore (c) Daudnagar (d) Rafiganj (e) Nabinagar
10.	Ditto	Baroon	(a) Baroon (b) Japla
11.	Ditto	Daltonganj	(a) Daltonganj-I (b) Daltonganj-II (c) Garhwa
12.	Ditto	Domchanch	(a) Domchanch (b) Dhab (c) Dhorakola
13.	Ditto	Jhumritelaiya	(a) Jhumritelaiya (b) Koderma (c) Chanparan (d) Debour
14.	Ditto	Tisri	(a) Tisri (b) Jamua (c) Gawan

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 188/EB.

Dated Patna, the 6th May, 1966

Subject—Amendment of Travelling Allowance Rules.

The State Government have made amendment in their T. A. Rules in order no. AI-124/65/10750 F., dated the 21st October, 1965. The Board has decided that these revised T. A. Rules should apply to those officers and staff who have been given the replacement scales of pay. In the case of those employees who have not opted the replacement scale and also those who have only got ad hoc relief, it has been decided that the criteria for gradation while continue to the same as it existed earlier, though in their cases also the new rates will be applicable.

The officers and staff who have already drawn T. A. on the basis of the old rates in respect of the journey performed after 1-3-1966 will be allowed to present supplementary T. A. bills in respect of the same journey on the basis of the revised rates now sanctioned, to enable them to draw the allowance in the amount of T. A. on the basis of the old rates and the new rate now sanctioned.

This order will be applicable from 1-3-1966.

Sd/- M. C. Subarna,
Joint-Secretary

GOVERNMENT OF BIHAR
FINANCE DEPARTMENT

Memo No. A1 124/65/10750-F.

Patna, the 21st October, 1965

To

All Departments of Government.
All Heads of Department.

Subject—Amendment of Travelling Allowance Rules due to the change in the pay scales of Government servants on the basis of the recommendation of the Pay Revision Committee, 1961.

The State Government have had under consideration the question of amending the rules of the Bihar Travelling Allowance Rules consequent upon the revision of the pay scales and emoluments of the Gazetted and non-Gazetted Government servants in the light of the recommendation of the Pay Revision Committee, 1961. After a careful consideration of the matter, it has been decided to modify the provision of the undernoted rules to the extent indicated thereunder :—

(i) Rule 28 of the Bihar Travelling Allowance Rules.

(a) The first grade will include all members of the All-India Services serving under this State Government and other Government servants in receipt of pay exceeding Rs. 900.

(b) The second grade will include all Government servants other than members of All-India Services serving under the State Government in receipt of pay exceeding Rs. 225 but not exceeding Rs. 900.

(c) The third grade will include all Government servants in superior services (except Police Constables, Jail-Warders, Forest Guards) in receipt of pay not exceeding Rs. 225.

(d) The fourth grade will include Police Constables, Jail-Warders, Forest Guards and all Government servants in inferior service including contingent menials.

(ii) Rule 46 (i) (ii) of the Bihar Travelling Allowance Rules.

In modification of the provisions contained in Rule 46(i) of the Bihar Travelling Allowance Rules, Government servants will be entitled to Class accommodation and incidental charges according to the following scales :—

Grade	Class accommodation admissible.	Incidental charges
(a) Government servants drawing pay exceeding Rs. 900.	First Class	4 paise per K.M.
(b) Government servants drawing pay of Rs. 226 and above but not exceeding Rs. 900.	First Class	3 paise per K.M.
(c) Government servants drawing pay less than 226 other than those in the fourth grade.	Second Class	1½ paise per K.M.
(d) Government servants in the fourth grade.	Third Class	1 paise per K.M.

(ii) A Government servant drawing pay of Rs. 1,350 per month and above may at his option travel by air-conditioned accommodation on the same terms and conditions as laid down in Rule 46(ii) of the Bihar Travelling Allowance Rules.

(iii) Rule 69(i) of the Bihar Travelling Allowance Rules.

Halting allowance will be drawn in modification of provisions of Rule 69(i) of the Bihar Travelling Allowance Rules as inserted by Correction Slip No. 107 on the following scales :—

A. A Government servant of the first grade—	Rate of halting allowance.
(1) Pay not exceeding Rs. 750	Rs. 6.25
(2) Pay exceeding Rs. 750 but not exceeding Rs. 1,000	Rs. 7.50
(3) Pay exceeding Rs. 1,000	Rs. 7.50 for the first Rs. 1,000 plus Rs. 1.25 for every additional Rs. 500 or fraction thereof subject to a maximum of Rs. 12.50.
B. A Government servant of the second, third or fourth grade.	19 paise per every Rs. 12.50 or fraction thereof subject to a minimum of Rs. 1.50 and maximum of Rs. 6.

A Government servant of the fourth grade will be allowed halting allowance of Rs. 2.50 for each night's halt at place outside the State.

(iv) Rule 57(i) of the Bihar Travelling Allowance Rules.

For journey by road, the following rate of mileage allowance will be admissible for each Kilometer travelled except by a motor vehicle (including motor cycle) in the case of the first and second grades :—

A Government servant of the	By bicycle	By other means.
First Grade	16 paise per Kilometer	31 paise per K. M.
Second Grade	12 paise per Kilometer	23 paise per K. M.
Third Grade	8 paise per Kilometer	14 paise per K. M.
Fourth Grade	4 paise per Kilometer	4 paise per K. M.

(v) Rule 57(ii) of the Bihar Travelling Allowance Rules.

For road journey performed by motor car owned by the Government servant, the following rates will be allowed :—

	Officer of the first grade.	Officer of the second grade.
First 322 Kilometer	47 paise per K. M.	43 paise per K. M.
Next 483 Kilometer	39 paise per K. M.	35 paise per K. M.
All subsequent Kilometer	23 paise per K. M.	23 paise per K. M.

A Government servant drawing pay less than Rs. 470 per month will draw road mileage at the rate of 31 paise per Kilometer for the first 644 Kilometers and for all subsequent Kilometers at the rate of 23 paise per Kilometer.

Provided further that the Government servant with district or smaller charges will be allowed road mileage at the following rates for journeys performed in his own car :—

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. H/A-1015/65—189 EB.

Dated Patna, the 6th May, 1966

In continuation of the Board's Standing Order No. 133, dated the 2nd March, 1966 a revised list of newspapers is enclosed for the purpose of issuing tender notices and advertisement etc. of the Board for publication. The manner and method of issue of the publication will remain the same as are laid down in the Standing Order referred to above.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

A LIST OF NEWSPAPERS HAVING A CIRCULATION OF NOT LESS THAN 5,000
AND BORNH ON THE APPROVED LIST OF THE STATE GOVERNMENT
AND ADOPTED BY THE BOARD.

DAILIES :

1. The Indian Nation.	Patna.	English.	29,103
2. The Searchlight.	Patna.	English.	9,428
3. The Aryavarta.	Patna.	Hindi.	51,572
4. Navrashtra.	Patna.	Hindi.	13,288
5. Dainik Awaj.	Patna.	Hindi.	10,081
6. Vishwamitra.	Patna.	Hindi.	6,509
7. The Sathi.	Patna.	Urdu.	10,476
8. The Sada-e-Am.	Patna.	Urdu.	7,859

WEEKLIES :

1. The Bihar Herald.	Patna.	English.	11,200
2. The National Life Line.	Patna.	English.	7,000
3. The Spark.	Patna.	English.	6,664
4. The Coal Field Times.	Dhanbad.	English.	5,253
5. The Yogi.	Patna.	Hindi.	16,544
6. Vishwabandhu.	Patna.	Hindi.	11,972
7. The Uttar Bihar.	Patna.	Hindi.	11,000
8. The Sadaquat.	Patna.	Urdu.	10,000
9. The Nepal Sandesh.	Patna.	Hindi.	6,853
10. The Yugantar.	Jharia.	Hindi.	6,000
11. Lok Path.	Patna.	Hindi.	6,000
12. Atma.	Patna.	Hindi.	5,503
13. Janmat.	Dhanbad.	Hindi.	5,047
14. Navshakti.	Patna.	Hindi.	5,000
15. Quaumi Yanzam.	Darbhanga.	Urdu.	5,584

Sd/- S. Prasad,
Under-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SS/CR-1026/65--190-EB.

Dated Patna, the 21st May, 1966

In partial modification of paragraph 1 of Standing Order no. 39/EB, dated the 7th May, 1960 it has been decided that the annual confidential remarks on the work of the secretary to the Board will be recorded by the Chairman.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SSIII/PRMII-108/66—191-FB.

Dated Patna, the 23rd May, 1966.

Sanction is accorded to the creation of the following permanent posts in lieu of the existing posts, work-charged establishment sanctioned for the permanent M. R. T. and Special Maintenance Subdivision, Patna, with effect from the 1st January, 1966 :—

- (1) One post of Head Foreman in the scale of pay of Rs. 250-10-300-15-375-EB-15-510-20-550.
- (2) One post of Head Meter Tester and Meter-Mechanic in the scale of pay of Rs. 125-8-205-EB-9-250.
- (3) Two posts of Meter Tester and Meter Mechanic Grade I, in the scale of pay of Rs. 100-5-130-EB-6-190 each.
- (4) One post of Laboratory Assistant, in the scale of pay of Rs. 100-5-130-EB-6-190.
- (5) One post of Cable Jointer Grade II, in the scale of pay of Rs. 125-8-205-EB-9-250.
- (6) Four posts of Head Electrician in the scale of pay of Rs. 100-5-130-EB-6-190 each.
- (7) Five posts of Meter Tester and Meter Mechanic Gr. II, in the scale of pay of Rs. 80-4-100-EB-4-140 each.
- (8) Six posts of Electrician in the scale of pay of Rs. 70-3-85-EB-4-105-2-125 each.
- (9) Two posts of Correspondence Clerk, in the scale of pay of Rs. 50-2-70-EB-2-90 each.
- (10) One post of store-keeper, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (11) One post of Vehicle Driver, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (12) One post of Carpenter, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (13) One post of Painter, in the scale of pay of Rs. 40-2-50-EB-1-60.
- (14) One post of fitter-cum-welder, in the scale of pay of Rs. 40-2-50-EB-1-60.
- (15) Nineteen posts of skilled khalasi, in the scale of pay of Rs. 30 1 35-2-45-EB-1-55 each.
- (16) Eight posts of unskilled khalasi, in the scale of pay of Rs. 22½-½-27½ each.
- (17) Four posts of Chalkidar, in the scale of pay of Rs. 22½-½-27½ each.

2. The charge is debitable to the head "Clearing Accounts—Establishment and General Charges (Accounts Code No. 401-403) Electrical Superintending Engineer and his staff, Patna Electrical Circle, Patna."

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. F/CA-110/66—192-EB.

Dated Patna, the 25th June, 1966.

Subject—Grant of compensatory allowance, rent-free quarters and free supply of electricity to the staff posted at the site of Subarnarekha Hydro Electric Project.

The Bihar State Electricity Board has decided that the construction allowance and other facilities which are applicable to the staff posted at the Patratu and Barauni Thermal Power Stations by Standing Order no. 66, dated the 18th June, 1961 which has last been extended in Standing Order no. 550, dated the 19th February, 1964 shall also be allowed to the staff posted to the site of Subarnarekha Project with effect from the date they joined at the site.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
25-6-66
Secretary

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. T/MS 1-107/66—193-EB.

Dated Patna, the 6th July, 1966.

Sanction is accorded to the creation of the following permanent posts in lieu of the existing posts on work charged establishment sanctioned for the permanent M. R. T. and Special Maintenance Subdivision, Gaya, with effect from the 1st January, 1966 :—

- (1) One post of Head Foreman, in the scale of pay of Rs. 250-10-300-15-375-EB-15-510-20-550.
- (2) One post of Head Meter Tester and Meter Mechanic, in the scale of pay of Rs. 125-8-205-EB-9-250.
- (3) Three posts of Meter Tester and Meter Mechanic Grade I, in the scale of pay of Rs. 100-5-110-EB-6-190 each.
- (4) One post of Laboratory Assistant, in the scale of pay of Rs. 100-5-130-EB-6-190.
- (5) One post of Cable Joints Grade II, in the scale of pay of Rs. 125-8-205-EB-9-250.
- (6) Four posts of Head Electrician, in the scale of pay of Rs. 100-5-130-EB-6-190 each.
- (7) Nine posts of Meter Tester and Meter Mechanic Grade II, in the scale of pay of Rs. 60-4-100-EB-4-140 each.
- (8) Six posts of Electrician, in the scale of pay of Rs. 70-3-85-EB-4-105-2-125 each.
- (9) Two posts of Correspondence Clerk, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (10) One post of Store-keeper, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (11) One post of Vehicle Driver, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (12) One post of Carpenter, in the scale of pay of Rs. 50-2-70-EB-2-90.
- (13) One post of Painter, in the scale of pay of Rs. 40-2-50-EB-1-60.
- (14) One post of Fitter-cum-Welder, in the scale of pay of Rs. 40-2-50-EB-1-60.
- (15) Twentyone posts of skilled Khalasi, in the scale of pay of Rs. 30-1-35-2-45-EB-1-55 each.
- (16) Eight posts of unskilled khalasi, in the scale of pay of Rs. 22½-½-27½ each.
- (17) Four posts of Choukidar, in the scale of pay of Rs. 22½-½-27½ each.

2. The charge is debitable to the head "Clearing Accounts Establishment and General Charges (Accounts Code no. 401-403) Electrical Superintending Engineer and his staff, Gaya Electrical Circle, Gaya."

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna
Joint-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. ACCTT/CM/110/62—194.

Dated Patna, the 18th April, 1966.

In partial modification of S. O. No. 123 of 16th March, 1962, S. O. No. 175 of 27th November, 1962, S. O. No. 74 of 11th March, 1964, S. O. No. 140 of 10th September, 1965 the Board has decided that the increments of the staff appointed as Accountants, Junior Accounts Officers and Accounts Officer upto 31st December, 1965 would not be withheld for failure to pass the L. P. P. examination.

With effect from 1st January, 1966 any appointment to the grade of Accountants will be made only on the condition that failure to pass the L. P. P. within the stipulated period will result in stoppage of increments and may entail forfeiture of appointment.

Confirmation will be withheld in regard to persons now holding the posts of Accountants, Junior Accounts Officer and Accounts Officers, who were promoted from the rank of Junior Accounts Officers after 16th March, 1962 so long they do not pass the L. P. P.

Advance increments will be allowed to staff above the rank of Accounts Assistants as was admissible before the issue of S.O. No. 73, dated 10th September, 1965 for success in the examination to be held till the end of 1966.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. ACCTS/CM/03.1/61-EB 195
Dated Patna, the 19th July, 1966

Subject—Delegation of power to Executive Engineers regarding local purchase.

As provided in Appendix III to Chapter VII of the Financial and Accounts Code of the Bihar State Electricity Board the Electrical Executive Engineers have been delegated powers to make local purchase of stores materials upto Rs. 500 (Rupees five hundred) only, at a time, in urgent cases under the intimation to the Electrical Superintending Engineers. The above limit was fixed at a time when the materials were cheaper. As the cost of materials has considerably gone up, the existing limit has proved inadequate and necessitates revision.

The Board, in its Resolution no. 1271, dated the 22nd April, 1966 has therefore decided to raise the present limit of Rs. 500 to Rs. 1,000. The Electrical Executive Engineers may now make local purchase of stores materials upto Rs. 1,000 at a time in urgent cases, under intimation to the Electrical Superintending Engineer concerned.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. 196-EB.
Dated Patna, the 23rd July, 1966

Subject—Acceptance of earnest money.

It has been seen in some cases that the firms submitting tenders, at times offer to pay earnest money later.

It has been decided that the earnest money should not be accepted after the opening of tenders.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. ACCTIS./PUR/BILL/26/64—198-PURCHASE
Dated Patna, the 9th August, 1966.

The practice of checking the Comparative Statements and scrutinising the tender analysis by the Accounts Officer (Purchase) was not considered necessary in order to avoid delay in finalisation of a tender.

It was decided that the Comparative Statement should be prepared by the Assistant Electrical Engineers concerned and checked cent percent by the Electrical Executive Engineers, to see that it had been properly prepared and all the terms and conditions quoted by the tenderers had been properly incorporated therein. It has now come to notice that the price variation clauses quoted by the tenderers are not properly scrutinised before the tender analysis is made and after the approval of the tender the clause for price variation is incorporated in the order. At the time of practical application of the clause, on receipt of a claim on price variation from the supplier, it has frequently been observed that either the formula of price variation given by the tenderer is either incomplete or unsatisfactory or it hampers the interest of the Board. It has accordingly been decided that wherever there is price variation clause in quotations, the file should be sent to the Accounts Officer (Purchase) or Accounts Officer (Stores), as the case may be for scrutiny before the tender analysis is made by the Executive Engineer concerned. The Accounts Section need not check arithmetical accuracy of the comparative statement, but they will only see that the price variation clause is thoroughly settled before the offer of a particular tender is taken into consideration.

Sd/- B. L. Das,
8-8-1966
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER No. ACCTT/CM/98/62-EB-197

Dated Patna, the 6th August, 1966

Subject :—Classification of Receipt and Expenditure Accounts Number.

In continuation of Standing Order No. Acctt/CM/98/62-EB-194, dated 15th July 1966, it has been decided that the expenditure under the head 'Bonus' will be booked under the head of Account 'Bonus' Code No. 401 (I). This account will operate in respect of the payments to the regular staff only.

As regards payment of 'Bonus' to the work charged staff and casual workers as applicable the expenditure will be charged against the respective work and each office will maintain separate registers to indicate the amount of 'Bonus' paid to the work charged staff and casual workers in each year.

The 'Bonus Reserve' will be booked under the head '06 (L)' as communicated through above stated Standing Order.

Sd/- B. P. Sinha,
Director of Accounts.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SSIII-PPMIII-106/66-199

Dated Patna, the 17th August, 1966

In pursuance of Board's Standing Order No. 52, dated the 17th September, 1963, the existing supply subdivisions under the Patna Electrical Circle, Patna related with the work of Operation and Maintenance shall comprise of the sections as given in Annexure I.

2. Sanction is also accorded to the creation of permanent post as shown in Annexure II for the above subdivisions and sections with effect from 1. 1. 1966.

3. The charge will be debitable to "appropriate Account heads under Maintenance accounts—proportion of salaries etc. of the Divisions to which the posts relate".

By order of the Bihar State Electricity Board,

Sd/- B. L. Das,
11. 8. 1966.
Secretary.

ANNEXURE I

<i>Name of the Supply Subdivision</i>	<i>Name of Supply Section</i>
1. Electric Supply Subdivision, Patna	(a) Patna. (b) Neora. (c) Masaurhi. (d) Poonpoo. (e) Naubatpur.
2. Electric Supply Subdivision, Bihta	(a) Bihta. (b) Maner. (c) Bikram. (d) Pali. (e) Lai.
3. Electric Supply Subdivision, Hathidah	(a) Hathidah. (b) Barhalya. (c) Mokameh-I (d) Mokameh-II.
4. Electric Supply Subdivision, Bakhtiarpur	(a) Bakhtiarpur. (b) Fatwah. (c) Khusrupur. (d) Athmalgola. (e) Barh.
5. Electric Supply Subdivision, Arrah Town	(a) Arrah (Power Sub-Station). (b) Arrah Power House (Urban). (c) Arrah Centre (Urban). (d) Arrah North (Urban).
6. Electric Supply Subdivision, Arrah	(a) Arrah (Rural). (b) Behea. (c) Raghunathpur. (d) Piro. (e) Jagdishpur.
7. Electric Supply Subdivision, Buxar	(a) Buxar (Urban). (b) Buxar (Rural). (c) Chousa. (d) Dumraon. (e) Bhojpur. (f) Simri. (g) Nawanagar. (h) Koran Saraiyan.
8. Electric Supply Subdivision, Sheikhpura	(a) Sheikhpura (Power Sub-Station). (b) Sheikhpura (Rural). (c) Barbigha. (d) Sarmera (e) Asthawan.
9. Electric Supply Subdivision No. I, Biharsharif	(a) Biharsharif-I (Rural) (b) Biharsharif-II (Urban). (c) Wena. (d) Soh. No. I (Urban) (e) Soh. No. II (Power Sub-Station)
10. Electric Supply Subdivision No. II, Biharsharif	(a) Biharsharif. (b) Parwalpur. (c) Noorsarai-I. (d) Noorsarai-II. (e) Rajgir. (f) Ekangarsarai. (g) Hilsa. (h) Harnaut.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO SS/CR-1026/66 200/EB.

Dated Patna, the 24th August, 1966

Subject—Recording of the annual confidential report on the work of the Chief Engineer (Civil).

In continuation of the Board's Standing Order No. 37, dated the 7th May, 1960, it has been decided that the annual confidential report on the work of the Chief Engineer (Civil) shall be recorded by the Chairman only.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. S3/DP-101/66—201/EB

Dated Patna, the 29th August, 1966

Subject—Revision of the Rules of Business relating to the Civil Engineering Wing.

The following procedure of business relating to the Civil Engineering Wing is laid down :—

- (i) The Chief Engineer (Civil) shall be responsible direct to the Chairman in matters relating to Civil Engineering.
- (ii) In matters relating to the Civil Engineering works, where consultation with the Works Department is required, the Chief Engineer (Civil) of the Board shall be consulted, before they are placed before the Board for approval.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
29-8-66
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. H/A-1015/65—202/EB

Dated Patna, the 10th September, 1966

In continuation of Standing Order No. 189, dated the 6th May, 1966, "The Pradeep" a Hindi daily published from Patna and the Roshni, an Urdu Weekly magazine published from Patna are further included in the list of newspapers for the purpose of issuing tender notices and advertisements etc. of the Board for publication.

By order of the Bihar State Electricity Board,
Sd/- B. L. Das,
8-9-66
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 203/EB

Dated Patna, the 10th September, 1966

Subject—Proper maintenance of files.

It has been found that files are not arranged properly even when they are submitted to higher officers. Often the papers and flyleaf are torn, the arrangement is not neat and tidy, references are not made properly and there is mixing up with papers unconnected with the subject. All these have resulted due to careless and unmethodical work.

Sufficient directions have been given in Chapter VI of the Secretariat Instructions (specially in paragraph 6.35) regarding procedure in dealing with cases which should be strictly observed by all concerned and all files should be maintained in a neat and tidy manner. A serious view will be taken of lapses in this regard.

Sd/- R. N. Singh,
Establishment Officer.

बिहार राज्य विद्युत् बोर्ड, पटना

स्थायी कार्यालय आदेश सं० एच/मिस-101/66-204-वि० बोर्ड

दिनांक 4 अक्टूबर, 1966

प्रायः यह देखा जाता है कि जब एक से अधिक विभागों अथवा प्रशाखाओं से सम्बन्धित किसी विधान सभा अथवा विधान परिषद् प्रश्नावली आती है तो उस प्रश्न पर किसी विशेष प्रशाखा का उत्तरदायित्व नहीं होने से किसी का भी ध्यान नहीं जाता है। फलस्वरूप प्रश्नों का उत्तर निश्चित समय पर नहीं जाता है।

उपर्युक्त कठिनाइयों को ध्यान में रखते हुए निम्नलिखित निर्णय को कार्यान्वित करने का विचार किया गया है :—

(1) प्रश्न के प्रथम खण्ड से जिस प्रशाखा का सम्बन्ध हो उसी प्रशाखा में संचिका खुलेगी। यदि प्रश्न के प्रथम खण्ड का सम्बन्ध किसी दूसरे विभाग से हो तो दूसरे खंड से जिस प्रशाखा का सम्बन्ध हो, संचिका वहीं खुलेगी।

(2) संचिका खोलने के बाद प्रशाखा प्रधान अपनी प्रशाखा से सम्बन्धित उत्तर देकर संचिका अपने सम्बन्धित पदाधिकारी के माध्यम से सहायक सचिव के पास भेज देंगे। सहायक सचिव उसे दूसरी प्रशाखाओं के पास क्रमशः उत्तर तैयार करने के लिए भेजेंगे। सभी प्रश्नों का उत्तर तैयार हो जाने पर संचिका सम्बन्धित प्रशाखा, जहाँ संचिका खुली है वहाँ सहायक सचिव द्वारा भेज दी जायगी तथा प्रशाखा प्रधान सम्पूर्ण प्रश्न का उत्तर तैयार कर उचित माध्यम से प्रश्नोत्तर विद्युत् विभाग में भेजने के लिए संचिका सहायक सचिव के पास प्रस्तुत करेंगे।

(3) प्रशाखाओं में जो प्रारूप तैयार होगा उसमें प्रश्न तथा उनके उत्तर दोनों ही साथ-साथ रहेगा। (उत्तर की हिन्दी तथा अंग्रेजी प्रति भी प्रशाखा में तैयार होगी।) प्रश्नोत्तर की आठ हिन्दी प्रतियाँ तथा चार अंग्रेजी प्रतियाँ कराकर उसे सहायक सचिव के पास भेजा जायगा। प्रारूप के अनुमोदन के बाद जिस प्रशाखा से संचिका खुली है वहीं से प्रारूप प्रेषित किया जायगा। प्रश्न का उत्तर निश्चित तिथि के दस दिन पूर्व ही भेजा जाना चाहिए। प्रश्नोत्तर के साथ सम्बन्धित विषय पर एक विवरणात्मक टिप्पणी भी संलग्न की जाय जिसमें की गयी कार्रवाई की तिथि का उल्लेख भी विशेष रूप से रहे। सहायक सचिव इस बात की निगरानी रखेंगे कि उत्तर समय पर सरकार को भेज दिया जाय।

इ०/-भगीरथ लाल दास,
सचिव।

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO SSIH/PRM-108/66 205/EB

Dated Patna, the 6th February, 1967.

In partial modification of the Board's Standing Order no. 116/EB dated the 4th November, 1964, the designations and scales of pay of the categories of posts mentioned in column I, are substituted by the designations and scales of pay as shown in column II below :

<i>Existing</i>	<i>Substituted by</i>
Foreman Grade I, in the Scale of pay of Rs. 250-10-300-15-375-EB-15-510-20-550	Head Foreman, in Grade II, in the scale of pay of Rs. 250-10-300-15-375-EB-15-510-20-550
Cable Jointer Grade II, in the scale of pay of Rs. 100-5-130-EB-6-190-EB-10-250	Cable Jointer Grade II, in the scale of pay of Rs. 125-8-205-EB-9-250
Head Meter Tester, in the scale of pay of Rs. 100-5-130-EB-6-190.	Head Meter Tester, in the scale of pay of Rs. 125-8-205-EB-9-250
Head Meter Tester-cum-Mechanic Grade-I, in the scale of pay of Rs. 100-5-130-EB-6-190	Meter Tester-cum-Meter Mechanic Grade I, in the scale of pay of Rs. 100-5-130-EB-6-190.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. L/Sc-1066/66-206/EB.

Dated Patna, the 21st February, 1967

It is the duty of all Assistant Electrical Engineers, Electrical Executive Engineers and Electrical Superintending Engineers incharge of Supply Subdivisions, Division and Circle respectively to ensure among other things, that the Board is not put to loss by theft of energy, and prompt legal action is taken wherever such thefts take place within their respective jurisdiction. Being incharge of Subdivisions, Divisions and Circle of the Board, the Assistant Electrical Engineers, Electrical Executive Engineers and Electrical Superintending Engineers respectively are 'person aggrieved' within the meaning of these words as used in section 50 of the Indian Electricity Act, 1910. By way of abundant precaution, however, they have also been authorised by Board in its Resolution no. 139, dated the 13th February 1967 to institute criminal prosecution for theft of electrical energy within their respective jurisdiction:

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary to the Board,

Memo No. L/Sc-1066/66-278/EB, dated Patna, the 21st February, 1967

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board/Under Secretary to Government, Electricity Department.

Sd/ S. D. Sinha,
Under-Secretary to the Board.

Memo No. L/Sc-1066/66-278/EB, dated Patna, the 21st February, 1967.

Copy forwarded to the Chief Engineer (O & M)/Chief Engineer (Projects)/Chief Engineer (Civil)/All Electrical Superintending Engineers/All Electrical Executive Engineers/All Assistant Electrical Engineers for information.

Sd/- S. D. Sinha,
Under-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. B/M7-2010/63-207/EB.

Dated Patna, the 9/10th March, 1967

The Bihar State Electricity Board in its Resolution No. 1406 of 1966-67 authorised the Secretary to the Board to buy, sell, endorse, negotiate, transfer and otherwise deal with the Government securities and also to execute the necessary security documents on behalf of the Board.

2. The Board's Standing Order No. Budget/M7-104/62-726-EB-37, dated the 18th July, 1963 shall stand cancelled.

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary to the Board.

Memo No. B/M7-2010/63-EB-374, dated Patna, March 9/10, 1967

Copy forwarded to the Under-Secretary to Government, Electricity Department, Bihar/Resident Audit Officer, Bihar State Electricity Board, Patna for information.

Sd/- S. D. Sinha,
Under-Secretary to the Board.

Memo No. B/M7-2010/63-EB-374, dated Patna, March 9/10, 1967.

Copy forwarded to the Chief Engineer (O & M)/Chief Engineer (P)/Chief Engineer (Civil)/Deputy Chief Engineers/All Electrical Superintending Engineers/Dy. Director of Accounts, Bihar State Electricity Board, Patna for information.

Sd/- S. D. Sinha,
Under-Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. Lab/T3/102-67-208/EB

Dated Patna, the 14th March, 1967

The Government of India have made amendments to sub-rule (1) of rule 7 of the Apprenticeship Rules, 1962 according to which the existing rates of stipend to apprentices have been raised from Rs. 50 per month to Rs. 60 per month during the second year of training and Rs. 60 per month to Rs. 70 per month during the third year of training, with effect from 1st January, 1967. In pursuance of the aforesaid amendments, the Board in partial modification of the Standing Order No. 154, dated the 7th August, 1965, has decided to pay stipend to the apprentices at the aforesaid enhanced rates with effect from the 1st January, 1967 and accordingly sanction of the Board is hereby accorded to the expenditure as detailed below :-

Muzaffarpur Training Centre (Under Muzaffarpur Electrical Circle).	Per annum
Stipend for 33 apprentices @ Rs. 60 per month for the 1st six months and Rs. per month for the remaining period.	Rs. 25,740
Ranchi Training Centre (Under Ranchi Electrical Circle, Ranchi).	
Stipend for 33 apprentices @ Rs. 60 per month for the first six months and @ Rs. 70 per month for the remaining period.	Rs. 25,740
Patna Training Centre (Under Patna Electrical Circle, Patna).	
Stipend for 34 apprentices @ Rs. 60 per month for the first six months and Rs. 70 per month for the remaining period.	Rs. 26,520

The cost will be met out of the provision under "Contingencies—Miscellaneous—Account No. 402 (G)" against the Circles in which the apprentices are receiving training. The expenditure on the trainees will exclusively be charged to Revenue Accounts.

By Order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. B/T2-804/67—209/EB.

Dated Patna, the 16th March, 1967

Subject—Payment of honorarium for delivering lectures to the Apprentices.

The Board has decided that the rates for payment of honorarium for delivering lectures to the Apprentices recruited by the Board for its different training centres shall be as follows :—

- (a) For delivering lectures to Apprentices Category I (S. E. S. diploma-holders) @ Rs. 15 each lecture of one hour's duration.
- (b) For delivering lectures to Apprentices Category II (J. T. I. diploma-holders) @ Rs. 10 each lecture of one hour's duration.

By order of the Bihar State Electricity Board,
Sd/- P. P. Sen,
Assistant Secretary to the Board.

Memo no. B/T2-804/67/783-EB, dated Patna, the 16th March, 1967.

Copy forwarded to Resident Audit Officer, Bihar State Electricity Board/Director of Accounts/Deputy Chief Engineer and Project Manager, B. T. P. S., Barauni/Patratu/All Superintending Engineers/Deputy Director of Accounts, Barauni Thermal Power Station, Barauni/Patratu/Deputy, Director of Statistics/Accounts Officer (O & M)/Instructor, Apprenticeship Training School, Barauni Thermal Power Station for information and necessary action.

Sd/- P. P. Sen,
Assistant Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SSIII/PRMIII-102/67—210/EB.

Dated Patna, the 20th March, 1967.

In continuation of Standing Order No. SS/PRMIII-103/65—165, dated the 20th September, 1965, sanction is accorded to the creation of thirteen additional permanent sections for operation and maintenance work under the different subdivisions of the Bhagalpur Electrical Circle Bhagalpur as shown in Annexure I.

2. Sanction is also accorded to the creation of additional permanent posts as shown in Annexure II for the subdivisions under the Bhagalpur Electrical Circle, Bhagalpur, with effect from 1st January, 1967.

3. Twentytwo posts as shown in Annexure III which were sanctioned in Standing Order No. SS/PRMIII-103/65—165, dated the 20th September, 1965 are abolished with effect from the 1st April, 1967.

4. The charge is debitable to the head "Clearing Accounts—Establishment and General Charges (Accounts Code No. 401 to 403)."

By Order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary

Memo No. SSIII/PRMIII-102/67—939/EB, dated Patna, the 20th March, 1967.

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board, Patna/Chief Engineer (Projects)/Chief Engineer (O & M)/Financial Controller/Director of Accounts/Director of Finance for information.

Sd/-S. D. Sinha,
Under-Secretary.

Memo No. SSIII/PRMIII-102/67—939/EB, dated Patna, the 20th March, 1967.

Copy forwarded to the Electrical Superintending Engineer, Bhagalpur Electrical Circle, Bhagalpur/the Electrical Executive Engineers, Monghyr, Deoghar and Dumka, for information.

Sd/- S. D. Sinha,
Under-Secretary.

Copy to all Sectional Heads/Accountants/Guard file.

Sd/- S. D. Sinha,
Under-Secretary.

ANNEXURE I

Name of Subdivision	Name of Supply Sections.
1. Dumka Supply Subdivision	1. Dumka (Rural and Power Station)
2. Sahebganj	2. Raghunathpur (Rural)
3. Pakur	1. Gopalganj (Urban and Rural)
4. Jhajha	1. Pakur (Rural)
5. Lakhisarai	1. Jhajha (Rural)
6. Jamalpur	1. Sikandra (Rural)
7. Monghyr	1. Kharagpur (Rural)
8. Madhupur	2. Nathnagar (Rural)
9. Jamtara	1. Madhupur (Power Sub-station and Rural)
10. Godda	1. Pariarpur (Rural)
	1. Amarpur (Rural)
	2. Bounsi (Rural)

ANNEXURE II

Sl. No.	Designation of post	Scale of pay	Number of posts.													
			Pumka S/Dn.	Sahbganj S/Dn.	Jhajha S/Dn.	Pakur S/Dn.	Lakhisarai S/Dn.	Jamalpur S/Dn.	Monghyr S/Dn.	Madhupur S/Dn.	Jamtara S/Dn.	Godda S/Dn.	Deoghar S/Dn.			
1	2	3	4	5	6	7	8	9	10	11	12	13	14			
1	Line Inspector	Rs. 100-5-130-EB-6-190	1	x	x	1	1	1	1	1	x	1	x			
2	Head Lineman	Rs. 80-4-100-EB-4-140	2	1	x	1	1	2	1	1	1	2	x			
3	Electrician	Rs. 70-3-85-EB-4-105-2-125	x	x	x	1	x	1	1	x	x	1	x			
4	Lineman	Rs. 60-2-80-EB-2-100	x	3	x	x	x	1	x	x	1	x	x			
5	Sub-Station Operator Gr. II	Rs. 40-2-50-EB-1-60	x	x	x	x	x	x	x	x	x	4	x			
6	Sectional Clerk	Rs. 50-2-70-EB-2-90	2	1	1	1	1	2	1	1	1	2	x			
7	Meter Reader	Ditto	1	2	2	1	x	2	1	1	x	4	1			
8	Junior Lineman	Rs. 40-2-50-EB-1-60	x	x	x	1	6	4	3	1	x	7	1			
9	Skilled Khalasi	Rs. 30-1-35-2-45-EB-1-55	4	x	x	5	3	2	1	2	x	7	x			
10	Unskilled Khalasi	Rs. 22½-1-27½	7	13	x	1	9	9	3	4	x	7	3			

ANNEXURE III

STATEMENT SHOWING SUBDIVISIONWISE CATEGORIES OF POST WHICH ARE ABOLISHED

Sl. No.	Categories	Scale of pay	Jhajha S/Dn.	Pakur S/Dn.	Monghyr S/Dn.	Madhapur S/Dn.	Jamtara S/Dn.	Deoghhar S/Dn.
1	2	3	4	5	6	7	8	9
1	Electrician	Rs. 70-3-35-EB-4-105-2-125	X	X	X	X	X	X
2	Lineman	Rs. 60-2-80-EB-2-100	X	X	X	X	X	X
3	Sub-station Operator Gr. II	Rs. 40-2-50-EB-1-60	X	X	X	X	X	X
4	Skilled Khalasi	Rs. 30-1-35-2-45-EB-1-55	X	X	X	X	X	X
5	Unskilled Khalasi	Rs. 22 $\frac{1}{2}$ -1-27 $\frac{1}{2}$	X	X	X	X	X	X

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. 211

Dated Patna, the 28th/31st March, 1967

Subject—Procedure for payment of bills relating to Technical Services rendered by the C. W. & P. C.

The Central Water and Power Commission have been sending bills for technical services rendered by them in various Projects viz. Kosi, Patratu Stage I, Barauni, Tenughat, Gandak and Subernarekha to different officers of the Board on different occasions. This has resulted delay in payment of the bills. In order to avoid this delay in future, the Central Water and Power Commission have been advised to forward all such bills directly to the Accounts Officer (Headquarters). If sanction for engineering and design work of a particular project to be done by the C. W. & P. C. has been communicated to the A. O. (Headquarters), he will directly pass and pay the bills up to the sanctioned amount and then inform the concerned officer, as noted below, about the payments :—

- | | |
|---|---|
| 1. Deputy Chief Engineer (PDR) | For Gandak, Subernarekha and Patratu Extension. |
| 2. Electrical Superintending Engineer (Project) | For Kosi, Barauni and Patratu. |
| 3. Superintending Engineer (Investigation), Ranchi Investigation Circle, Ranchi | For Tenughat Scheme. |

In case no special sanction for such expenditure on a particular Project has been communicated to the Accounts Officer (Headquarters) he will send the bills for verification and authorisation of payment to the officer concerned (indicated above).

On receipt of the authorisation from the officer concerned the Accounts Officer (Headquarters) will pass and pay the bill. The officer authorising the payment will indicate the scheme to which the expenditure is to be charged.

The Accounts Officer (Headquarters) will maintain a separate projectwise record of the receipt and disposal of these bills. Such bills need not be sent to the Accounts Officer (Technical) for checking. Payment should be made by cheque instead of treasury chalan.

In case of difficulty, e. g. if in doubt about the Project to which a particular bill relates, the Deputy Chief Engineer (Planning) should be contacted.

Sd/-
Financial Controller.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. B/T2-507/66—212/EB.

Dated Patna, the 9th May, 1967.

The question of giving medical benefits to the Apprentices engaged by the Board has been under consideration from some time past. After due consideration it has been decided that full medical benefits available to the Board's employees cannot be allowed to the Apprentices under training. They may, however, as a special case be henceforth given the following benefits :—

Wherever the Board maintains its own dispensary at a place where apprentices are engaged by the Board, such apprentices would get free treatment and medicines in such dispensaries to the extent that they are available. If any treatment is required outside these dispensaries or if any medicine is required to be purchased from outside, the apprentices themselves will have to pay for it.

By order of the Bihar State Electricity Board,
Sd/- P. P. Sen,
Assistant Secretary.

Memo No. B/T2-507/66—1321/EB, dated Patna, the 9th May, 1967.

Copy forwarded to the P. M., B. T. P. S., District Monghyr/P. T. P. S., District Hazaribagh/All Superintending Engineers for information and necessary action.

Sd/- P. P. Sen,
Assistant Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. F/M-212/66-213/LB.

Dated Patna, the 10th May, 1967.

It has come to notice that office furniture, wall clock or other fittings etc. are generally removed from the room of the officer from the different offices of the Board's Secretariat without any intimation to the proper authority.

2. It has, therefore, been decided that nothing should be removed from any room without giving a prior written information to the Caretaker. The person removing any piece of furniture or any fitting should also give a receipt to the Caretaker. When he brings it back, he must inform the Caretaker again and take back the receipt. The enclosed gate pass form should be used for this purpose, which should be prepared in triplicate; one copy being kept by the person taking the furniture, another copy to be kept by the Caretaker and the third copy being kept by the Administrative Officer concerned.

3. The Caretaker should prepare a list of furniture and fixture in every room in the enclosed form and hang one copy in the room and keep another copy with him.

Sd/- M. C. Subarna,
Secretary.

Memo No. F/M-212/66/1021/EB, dated Patna, the 10th May, 1967.

Copy forwarded to all officers at the headquarters and Caretaker for information.

Sd/- P. P. Sen,
Assistant Secretary.

Memo No. 1021, dated Patna, the 10th May, 1967.

Copy forwarded to all Section Heads/Accountants/Caretaker, Bihar State Electricity Board Patna for information.

Sd/- P. P. Sen,
Assistant Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SSIII-106/67-214/EB.

Dated Patna, the 13th May, 1967

In partial modification of Board's Standing Order No SSIII/PRMIII-103/65-175, dated the 28th January, 1966, Thana Bihpur Section is transferred from Katihar Subdivision and placed under Khagaria Subdivision and Naugachia Section is transferred from Khagaria Subdivision and placed under Katihar Subdivision with immediate effect.

By order of the Bihar State Electricity Board,

Sd/- M. C. Subarna,
Secretary.

Memo No. SSIII/PRM-III-106/67-1654/EB, dated Patna the 13th May, 1967.

Copy forwarded to the R. A. O., Bihar State Electricity Board, Patna/Chief Electrical Engineer (O. & M.)/Chief Electrical Engineer (Project), Bihar State Electricity Board, Patna/F. C./D. A./Deputy. D. A., Bihar State Electricity Board, Patna for information.

Sd/- R. N. Sharma,
Director of Personnel.

Memo No. SSIII/PRM-III-106/67-1654/EB, dated Patna, the 13th May, 1967.

1. Copy forwarded to the Electrical Superintending Engineer, Purnea with reference to his letter no. 2510, dated 8th July, 1966 for information.

2. He is requested to intimate confirmation of implementation of the order immediately.

Sd/- R. N. Sharma,
Director of Personnel.

Copy to all Section Heads/Accountants/Guard file.

बिहार राज्य विद्युत् बोर्ड, पटना

स्थायी कार्यालय आवेश संख्या एफ०/ए० नमू०-2010/61—215-विद्युत् बोर्ड

दिनांक 3 जून, 1967

प्रायः ऐसा देखा जाता है कि संसद एवं विधान मण्डल प्रश्नावली जब बिहार राज्य विद्युत् बोर्ड में प्राप्त होती है तो उसपर पूर्ण ध्यान नहीं दिये जाने के कारण प्रश्नोत्तर बारह दिन पूर्व विद्युत् विभाग को नहीं भेजा जाता है और जब भी भेजा जाता है तो अपने में परिपूर्ण नहीं रहता। फलस्वरूप मन्त्री महोदय को उत्तर देने में बड़ी कठिनाई का सामना करना पड़ता है। प्रश्नोत्तर के साथ व्याख्यात्मक टिप्पणी या पूरक प्रश्नों की सूची के अभाव में पूरक प्रश्नों के उत्तर देने में अत्यन्त कठिनाई होती है। मन्त्री महोदय किसी भी अवस्था में समय पर उत्तर तैयार नहीं रहने के कारण सदन में समय की मांग करना नहीं चाहते। यह तभी सम्भव होगा जब प्रश्नों के उत्तर निश्चित तिथि के कम-से-कम बारह दिन पूर्व विद्युत् विभाग में भेज दिया जाय।

उपर्युक्त कठिनाइयों को ध्यान में रखते हुए निम्नलिखित नियमों को कार्यान्वित करने का निश्चय किया गया है :—

(1) यदि एक ही प्रश्न का सम्बन्ध मुख्यालय के एक से अधिक प्रशाखा से हो तो प्रश्न के प्रथम खण्ड का सम्बन्ध जिस प्रशाखा से हो, संचिका वहीं खुलेगी। यदि प्रश्न के प्रथम खण्ड का सम्बन्ध किसी दूसरे विभाग से हो तो दूसरे खण्ड से जिस प्रशाखा का सम्बन्ध हो, संचिका वहीं खुलेगी तथा विद्युत् विभाग को यह तुरत सूचित करना पड़ेगा कि प्रश्नों के अमुक खण्ड से विद्युत् बोर्ड का कोई सम्बन्ध नहीं है।

(2) संचिका खोलने के पश्चात् प्रशाखा प्रधान अपने प्रशाखा से सम्बन्धित उत्तर लेकर संचिका सम्बन्धित पदाधिकारी के माध्यम से दूसरे सम्बन्धित प्रशाखा में भेज दे। प्रश्नों के पूर्ण उत्तर तैयार हो जाने पर संचिका पुनः जिस प्रशाखा में खुली है वहीं भेज दी जायगी तथा प्रशाखा प्रधान सम्मिलित उत्तर तैयार करेंगे। उत्तर के साथ-साथ सभी संभावित पूरक प्रश्नों की एक सूची तथा उसका उत्तर भी तैयार करेंगे।

(3) इसके अतिरिक्त प्रश्न का उत्तर अगर स्थानीय कार्यालयों से मंगाना आवश्यक प्रतीत होता हो तो जिस दिन प्रश्न प्राप्त होता है उसी दिन उसकी एक प्रतिलिपि स्थानीय कार्यालय को प्रेषित कर दी जाय। प्रतिलिपि प्रेषित करते हुए संभावित पूरक प्रश्नों की भी एक सूची संलग्न की जाय और स्थानीय पदाधिकारी को यह भी निदेश दिया जाय कि मूल तथा पूरक प्रश्नोत्तर के साथ वे एक विवरणात्मक टिप्पणी (यदि आवश्यक हो) भी भेजें।

(4) किसी भी प्रश्न का उत्तर मुख्यालय भेजते समय स्थानीय पदाधिकारी अर्थात्, सहायक अभियंता, कार्यपालक अभियंता अथवा अधीक्षण अभियंता, जिनका भी उक्त प्रश्न से सम्बन्ध हो, का यह पूर्ण उत्तरदायित्व होगा कि तनिक भी विलम्ब न कर प्रश्नोत्तर तुरत भेज दें और इसमें कोई भी गलती या अस्पष्टता नहीं रहे क्योंकि गलत उत्तर देने से विधान मंडल की मर्यादा की हानि होती है और सम्बन्धित पदाधिकारी पर अनुशासनात्मक कार्रवाई हो सकती है। यदि पर्याप्त समय नहीं रहे तो सहायक अभियंताओं से भी मुख्यालय से सीधे उत्तर प्राप्त किया जा सकता है मगर वे एक प्रति कार्यपालक अभियंता तथा अधीक्षण अभियंता को भी भेजेंगे। मन्त्री महोदय इस मामले में पूर्ण सतर्कता चाहते हैं और आशा करते हैं कि सभी पदाधिकारी इस मामले में सचेष्ट रहें और स्पष्ट तथा सही उत्तर भेजने की शीघ्रता करें और ऐसा नहीं होने पर उत्तरदायित्व का निर्धारण किया जायगा तथा अनुशासनात्मक कार्रवाई होगी।

(5) उत्तर की लिपि को ध्यान में रखते हुए मुख्यालय से स्मार पत्र भेजा जाय। अगर समय का अभाव हो अथवा यह प्रतीत होता हो कि साधारण डाक द्वारा उत्तर आने में विलम्ब होगा तो टेलीफोन से बातें की जाय अथवा विशेष उत्तरदायी व्यक्ति को भेजकर उत्तर सीधे मुख्यालय में भेगवाया जाय।

(6) अगर प्रश्नोत्तर अत्यन्त ही महत्वपूर्ण हो तो मुख्य अभियन्ता अथवा अध्यक्ष के आदेश के पश्चात् ही संचिका को सहायक सचिव के पास प्रस्तुत किया जाय। प्रश्नोत्तर सहायक सचिव के हस्ताक्षर से हिन्दी में दस प्रतियों के साथ, पूरक प्रश्नोत्तर तथा विवरणात्मक टिप्पणी (यदि आवश्यक हो) संलग्न कर उसी प्रशाखा से निर्गत किया जायगा जहाँ संचिका खुली है।

(7) प्रत्येक अवस्था में अल्पसूचित प्रश्नों को छोड़कर प्रश्नोत्तर बारह दिन पूर्व विद्युत् विभाग के लिए निर्गत किया जाना आवश्यक है। प्रश्नोत्तर की एक प्रतिलिपि सम्बन्धित प्रशाखा से सहायक सचिव को भी सूचनार्थ भेजी जायगी। अल्प-सूचित प्रश्नों में प्रायः बहुत कम समय मिलता है इसलिए इन प्रश्नों का निपटारा तुरत ही करना है।

(8) प्रत्येक प्रश्नोत्तर की तिथि के दो दिन पूर्व सम्बन्धित प्रशाखा प्रधान अपने प्रशाखा में अगर कोई प्रश्न लम्बित हो तो इसकी सूचना सहायक सचिव को करायें। इसके अतिरिक्त प्रत्येक पखवारे के अन्त में अर्थात् 3 और 16 को लम्बित पत्रों को लिखित सूची नियमित रूप से सहायक सचिव को भेजेंगे जिसे विद्युत् विभाग को भेजा जायगा।

(9) विधान मंडल प्रश्नोत्तर की तिथि के एक दिन पूर्व सम्बन्धित पदाधिकारी राज्य मन्त्री (विद्युत्) के पास जाकर उक्त विषय की पूर्ण जानकारी करावेंगे तथा प्रश्नोत्तर की एक प्रति भी आवश्यक पुरक प्रश्नों की सामग्रियों के साथ भेज दिया जायगा।

(10) संसद प्रश्नों के सम्बन्ध में भी उपर्युक्त सम्पूर्ण नियमों का पालन किया जायगा। परन्तु प्रारूप सचिव, संयुक्त सचिव के हस्ताक्षर से निर्गत किया जायगा। संसद प्रश्नों के सम्बन्ध में मन्त्री (विद्युत् विभाग) के यहाँ जाने की आवश्यकता नहीं है।

(11) मुख्यालय से सम्बन्धित सहायक जिनका एकमात्र कार्य प्रश्नों का उत्तर निश्चित समय पर भेजा जाय इस पर उन्हें पूर्ण ध्यान रखना होगा। सहायक सचिव भी इसकी पूर्ण चेष्टा करेंगे कि किसी भी प्रश्न का उत्तर असावधानी के कारण लम्बित नहीं रहने पाये। परन्तु, प्रश्नोत्तरों को समय पर भेजने का पूर्ण उत्तरदायित्व सम्बन्धित पदाधिकारी एवं सम्बन्धित प्रशाखा प्रधान को व्यक्तिगत रूप से होगा।

ह०/- एम० सी० सुवर्णा,
सचिव।

ज्ञाप संख्या 1416-वि० बोर्ड, दिनांक 3 जून, 1967।

प्रतिलिपि सभी विद्युत् अधीक्षण अभियन्ताओं/प्रोजेक्ट मैनेजर, बरोनी एवं पतरातू/सभी कार्यपालक अभियन्ताओं/सभी सहायक अभियन्ताओं/मुख्यालय के सभी पदाधिकारी/सभी प्रशाखा प्रधानों को सूचनार्थ तथा आवश्यक कार्रवाई के लिए अग्रप्रेषित।

कार्यपालक अभियन्ताओं तथा सहायक अभियन्ताओं से अनुरोध है कि वे अपने उच्च पदाधिकारी को उत्तर भेजते समय उत्तर की एक प्रतिलिपि सीधे इस कार्यालय को भी भेजें।

ह०/- पा० प्र० सेन,
सहायक सचिव।

बिहार राज्य विद्युत् बोर्ड, पटना

स्थायी आदेश संख्या आवि 1-402/67—216

पटना, दिनांक 14 जून, 1967

विषय—हिन्दी टंकण कला का अनिवार्य ज्ञान

ऐसा पाया गया है कि बोर्ड सचिवालय में जितने टंकण कार्य कर रहे हैं उनमें से प्रायः सभी टंकण नया की-बोर्ड के रेमिगटन हिन्दी टंकण यन्त्र पर काम नहीं कर सकते हैं। वे इसके सीखने के लिए कभी भी दिलचस्पी नहीं दिखाते हैं। आवश्यक कार्य आ जाने पर वे टंकण इस यन्त्र पर हिन्दी टंकण नहीं कर पाते हैं। अतः यह आदेश दिया जाता है कि दिनांक 30 सितम्बर, 1967 तक सभी टंकण इस नयी हिन्दी टंकण मशीन पर हिन्दी टंकण का ज्ञान अवश्य प्राप्त कर लें, अन्यथा अवधि समाप्त के बाद एक विभागीय जाँच टंकण परीक्षा होगी और जो टंकण उसमें नया की-बोर्ड रेमिगटन हिन्दी टंकण यन्त्र व्यवहार में लाने में अपनी अज्ञानता दिखावेंगे उनकी वार्षिक वृद्धि रोक दी जायगी।

ह०/- एम० सी० सुवर्णा,
सचिव।

ज्ञाप संख्या 1831, दिनांक 14 जून, 1967।

1. प्रतिलिपि अधीक्षक, निर्गत शाखा/सभी टंकणों, बोर्ड सचिवालय को सूचनार्थ।
2. जो टंकण 5 वजे के बाद टंकण सीखना चाहते हों, उनके लिए मशीन का इन्तजाम रहेगा।

ह०/- पा० प्र० सेन,
सहायक सचिव।

BIHAR STATE ELECTRICITY BOARD, PATNA
BOARD'S STANDING ORDER NO. SSIII/PRMIII-109/67-21/EB.

Dated Patna, the 8th July, 1967.

In continuation of Standing Order No. SSIII/PRMIII-105/65-174, dated the 13th November, 1966, sanction is accorded to the creation of eight additional permanent Sections for operation and maintenance work under the different subdivisions of the Ranchi Electrical Circle, Ranchi as shown in Annexure I.

2. Sanction is also accorded to creation of additional permanent posts shown in Annexure II for the subdivisions under the Ranchi Electrical Circle, Ranchi with effect from the 1st June, 1967.

3. Fifty eight posts as shown in Annexure III which were sanctioned in Standing Order No. SSIII/PRMIII-105/65-174-EB, dated the 13th November, 1966 are abolished with effect from the 1st June, 1967.

4. The charge is debitable to the head "Clearing Accounts—Establishment and General Charges (Accounts Code No. 401 to 403)."

By order of the Bihar State Electricity Board,
Sd/- M. A. M. Gilani,
Joint Secretary.

Memo No. 2434 EB, dated 8th July, 1967.

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board/Chief Engineer (Projects)/Chief Engineer (O & M)/F. C./D. A./D. F. for information.

Sd/- M. A. M. Gilani,
Joint Secretary.

Memo No. 2424, dated 8th July, 1967.

Copy forwarded to the Electrical Superintending Engineer, Ranchi Electrical Circle, Ranchi/Electrical Executive Engineers, Ranchi/Hazaribagh/Dhanbad/Chaibasa for information.

SJ/- M. A. M. Gilani,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO SSIII/PRM-III-104/67-218/EB.

Dated Patna, the 8th July, 1967

In continuation of Standing Order No. SSIII/PRM-III-106/66-199/EB, dated 17th August, 1966 sanction is accorded to the creation of two additional permanent sections for operation and maintenance work under different subdivisions of the Patna Electrical Circle, Patna as shown in Annexure I.

2. Sanction is also accorded to the creation of additional permanent posts as shown in Annexure II for the subdivisions under the Patna Electrical Circle, Patna with effect from 1st July, 1967.

3. Fiftyfive posts as shown in Annexure III which were sanctioned in Standing Order No. SSIII/PRM-III-106/66-199/EB, dated 17th August, 1966 are abolished with effect from 1st July, 1967.

4. The charges are debitable to the head clearing Accounts—Establishment and General Charges (Accounts Code No. 401 to 403).

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

Memo No. SSIII/PRM-III-104/67/2435/EB, dated 8th July, 1967.

Copy forwarded to the Resident Audit Officer, Bihar State Electricity Board, Patna/Chief Engineer (O & M)/Chief Engineer (Project)/F. C./D. A./D. F. for information.

Sd/- M. C. Subarna,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. LAB/D1-1056/66—219/EB.

Dated Patna, the 11th July, 1967.

In partial modification of Standing Order No. 44, dated the 17th June, 1960, the Board has decided to prescribe the following job-contents for the Switch Board Operator Grades I and II.

Designation	Duties
1. S. B. O. Grade I	(i) Shall attend to operation and control of switch-gear, switches and other protective gear for proper and satisfactory operation of 33/11 KV. Sub-station and its equipments of 3 MVA capacity and above. (ii) Shall be responsible for the security and safety of the Sub-station and its equipments during his charge.
2. S. B. O. Grade II	Same as above, but for sub-stations of capacities less than 3 MVA.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

Memo No. 954-E.B. dated the 11th July, 1967.

Copy forwarded to all Deputy Chief Engineers and Project Managers/All E. S. Es./All Assistant Electrical Engineers/All Personnel Officers/D. A./D. F., Bihar State Electricity Board, Patna for information in continuation of this office memo no. 5201, dated the 17th June, 1960. The number of Sub-stations of the above two categories and the number of Switch Board Operators in each category should be reported to the Director of Personnel immediately and no promotion to Grade I should be given without obtaining a clearance from him.

Sd/- M. C. Subarna,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SSIII/PRM-II-102/66/220/EB.

Dated Patna, the 19th July, 1967.

Sanction is accorded to permanency of six temporary posts of Stenographer Class I, in the replacement scale of pay of Rs. 230-10-260-12-284-EB-12-356-EB-12-416 each and fourteen temporary posts of Stenographer Class II, in the replacement scale of pay of Rs. 160-7-202-EB-7-244-9-280 each sanctioned for the

Secretariat of the Bihar State Electricity Board, Patna, in office orders nos. indicated below, with effect from the 1st July, 1966 :—

Sl. No.	Designation of Post	Scale of Pay	Office Order No. and date	No. of permanent post.
1	2	3	4	5
1	Stenographer Class I	Rs. 230-10-260-12-284-EB-12-356-EB-12-416/-	(1) No. 683, dated 19-5-1961 (2) No. 1593, dated 14-12-1960 (3) No. 1592, dated 14-12-1960 (4) No. 1591, dated 14-12-1960 (5) No. 1617, dated 19-12-1960 (6) No. 560, dated 7-3-1964	1 1 1 1 1 1
2	Stenographer Class II	Rs. 160-7-202-EB-7-244-9-280.	(1) No. 687, dated 7-8-1959 (2) No. 688, dated 7-8-1959 (3) No. 823, dated 10-9-1959 (4) No. 259, dated 1-3-1960 (5) No. 38, dated 17-1-1959 (6) No. 1121, dated 12-9-1960 (7) No. 247, dated 22-2-1961 (8) No. 248, dated 22-2-1961 (9) No. 1261, dated 22-8-1961 (10) No. 1902, dated 29-11-1961	1 1 1 1 1 2 3 1 2 1

2. The charge is debitable to the head "Establishment of the Board's Secretariat".

By order of the Bihar State Electricity Board,
Sd/- S. D. Sinha,
Under-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.
BOARD'S STANDING ORDER NO. SSIII/PRMIII-108/67—221/EB

Dated Patna, the 22nd July, 1967.

In continuation of Board's Standing Order No. SSIII/PRMIII-103/65—175, dated the 28th January, 1966 sanction is accorded to the creation of nineteen additional sections for the various Electric Supply

Subdivisions under Muzaffarpur Electrical Circle, Muzaffarpur as given in Annexure I and also to the transfer of the following sections from one Subdivision to the other as noted below :—

- (1) Raxaul Section from Sitamarhi Electric Supply Subdivision to Bettiah Electric Supply Subdivision.
- (2) Rosera and Hasanpur Sections from Samastipur Electric Supply Subdivision to Rosera Electric Supply Subdivision.

(2) Sanction is also accorded to the creation of additional posts as shown in Annexure II with effect from 1. 4. 1967 on permanent basis for all Subdivisions except Rosera Electric Supply Subdivision and on temporary basis for Rosera Electric Supply Subdivision.

3. One hundred and thirty six posts as shown in Annexure III which were sanctioned in Standing Order No. SSIII/PRMIII-103/65-175, dated the 28th January, 1966 are abolished with immediate effect.

4. The charge will be debitabale to appropriate Account heads under Maintenance accounts—proportion of salaries etc. of the divisions to which the posts relate.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

Memo No. SSIII/PRMIII-108/67-2607 dated 22nd July, 1967.

Copy forwarded to the R. A. O., Bihar State Electricity Board, Patna/C. E. (O and M)/C. E. (Projects)/F. C./D. A. for information.

Sd/- M. C. Subarna,
Secretary.

ANNEXURE I

<i>Name of Subdivision.</i>	<i>Name of Supply Sections.</i>
1. Sitamarhi Electric Supply Subdivision	1. Runi Saidpur.
2. Pusa Electric Supply Subdivision	2. Dumrawn.
3. Hajipur Electric Supply Subdivision	1. Sakra.
4. Muzaffarpur Electric Supply Subdivision	2. Sarai Ranjan.
5. Rosera Electric Supply Subdivision	1. Sonapur.
6. Samastipur Electric Supply Subdivision	1. Musahri.
7. Chapra Electric Supply Subdivision	2. Goraul.
8. Siwan Electric Supply Subdivision	1. Singhia.
9. Mirganj Electric Supply Subdivision	1. Kisanpur.
10. Motihari Electric Supply Subdivision	1. Chapra II.
11. Bettiah Electric Supply Subdivision	2. Chapra III.
	3. Masarak.
	1. Siwan II.
	2. Panchrukhi.
	1. Amlori.
	1. Chakia II.
	2. Turkaulia.
	3. Ghorasahan.
	1. Bettiah.

ANNEXURE II
Muzaffarpur Electrical Circle

Designation of post.	Scale of pay.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total
1. Line Inspector	Rs. 100-5-130-EB-6-190	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
2. Head Lineman	Rs. 80-4-100-EB-4-140	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
3. Lineman	Rs. 60-2-80-2-100	2	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
4. Junior Lineman	Rs. 40-2-50-EB-1-60	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
5. Skilled Khalasi	Rs. 30-1-35-2-45-EB-1-55	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
6. Unskilled Khalasi	Rs. 22½-1-27½	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
7. Blacksmith	Rs. 50-2-70-EB-2-90	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
8. Hammer Man	Rs. 22½-1-27½	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
9. Store Keeper	Rs. 50-2-70-EB-2-90	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
10. Vehicle Driver	Ditto	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
11. Sectional Clerk	Ditto	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
12. Electrician	Rs. 70-3-85-EB-4-105-2-125	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
13. S. B. O. Gr. II	Rs. 40-2-50-EB-1-60	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
14. Meter Reader	Rs. 50-2-70-EB-2-90	2	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
15. Fitter	Rs. 40-2-50-EB-1-60	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
16. Chowkidar	Rs. 22½-1-27½	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total		4	1	18	7	56	36	—	47	18	43	10	21	67	328		

BIHAR STATE ELECTRICITY BOARD, PATNA

BOARD'S STANDING ORDER NO. 222

Dated Patna, the 25th July, 1967.

It has been found that a number of people, who have no established profession or business, make a living by serving as "contact men" on behalf of the suppliers to the Bihar State Electricity Board. These persons function more or less as freelance middle-men who take up the job of chasing up individual tenders on behalf of various firms. Such persons are often found loitering in various offices of the Board trying to meet officers and advocating the cases of their principals. They also succeed at times in getting confidential information from the staff. As most of the principal suppliers have their main offices situated far away from Patna, these contact men thrive by creating an impression that they are in a position to render valuable services to them. Even though an order may be placed on a particular firm on merits of their offer, they contactman concerned would claim that the order was secured only because of his influence. The unscrupulous elements amongst these contact-men make a careful study of the weaknesses of the officials with whom they may have to deal with a view to exploiting the same. The suppliers usually offer handsome commissions to the contactmen on case-to-case basis. The expenditure incurred on such commissions is naturally added to the price of the product offered to the Board.

It is obvious that the existence of a large number of contactmen, thriving on this kind of "middle men's commission" leads to the impression in the public mind that the decisions of officers of the Board are influenced by considerations other than merits of tenders.

Sd/- M. C. Subarna,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SSIII/PRMIII-104/67-223/EB.

Dated Patna, the 5th August, 1967.

Sanction is accorded to the creation of 243 permanent and 6 temporary posts of Electrical Overseers in the scale of pay of Rs. 200-10-260-EB-10-350 for the different permanent and temporary sections sanctioned for operation and maintenance work under the following Circles in the Standing Orders noted against with effect from 1st August, 1967 :—

Sl. No.	Name of the Circle	No. of posts		Standing Order No. and date creating the Section.
		Perma- nent	Tempo- rary.	
1	Patna Electrical Circle	54	...	199, dated 17-8-1966
2	Gaya Electrical Circle	58	...	187, dated 29-4-1966
3	Purnea Electrical Circle	14	6	175, dated 28-1-1966
4	Muzaffarpur Electrical Circle	42	...	175, dated 28-1-1966
5	Ranchi Electrical Circle	48	...	174, dated 13-1-1966
6	Bhagalpur Electrical Circle	27	...	165, dated 20-9-1965
Total		243	6	

2. The charge is debitable to the establishment of the Electric Supply Divisions concerned.
3. All the permanent and temporary posts of Electrical Overseers created for operation and maintenance work in the past shall be deemed to have been merged in the posts created under this Standing Order. No post of Electrical Overseer other than those sanctioned under this order shall now exist for operation and maintenance work.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SS/A1-1017/67-224/EB

Dated Patna, the 7th August, 1967

Subject—Fixation of pay on promotion from a post in the scale of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to a post in the scale of Rs. 325-30-505-EB-30-805-EB-30-925—

The principle to be followed in fixing the pay of an Officer promoted from the rank of the Junior Accounts Officer in the replacement scale of pay of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to the rank of Accounts Officer in the Replacement scale of pay of Rs. 325-30-505-EB-30-805-EB-30-925 was considered by the Board. It was decided that in the case of such promotion made on or after the 1st September 1967, pay shall be fixed in the higher scale of pay at the stage next above the amount arrived at by adding Rs. 100 to the pay drawn in the lower scale on the date of such promotion.

2. It was further decided that till the 31st August, 1967, however, pay on promotion from the scale of pay of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to the scale of pay of Rs. 325-30-505-EB-30-805-EB-30-925 shall be fixed in accordance with Rule 1 (i) of Appendix 6 of the Bihar Service Code without applying the limit prescribed therein.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary.

Memo No. SS/A1-1017/67-2872/EB, dated Patna, the 7th August, 1967.

Copy forwarded to the R. A. O., Bihar State Electricity Board, Patna/Director of Accounts, Bihar State Electricity Board, New Punaichak, Patna 1 for information.

Sd/- S. D. Sinha,
Under-Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SS/M1-305/67-225/EB

Dated Patna, the 10th August, 1967.

Subject—Posting of officers in their home districts.

The Government of Bihar have issued standing instructions whereunder the officers of the Indian Civil Service, the Indian Administrative Service, the Superior Judicial Service, the Indian Police Service, Bihar Civil Service (Executive Branch), the Bihar Subordinate Civil Service etc., are not generally posted in their home districts because the nature of their work is such that they come in frequent contact with the public. In the Board also, the officers posted in the Electric Supply Circle come in close, and frequent contact with the general public. It has, therefore, been decided that henceforth gazetted officers, Engineer Assistants and

Overseers posted in the Electric Supply Circles (including Civil Engineers, Civil Engineer Assistants and Civil Overseers posted in the Electric Supply Circles) should not, as a rule, be posted in the Electric Supply Circles) should not, as a rule posted in their home districts. Where it becomes absolutely necessary to post any officer, of categories mentioned above to his home district, the special circumstances in which such posting has been ordered, should be recorded in writing and an attempt should be made to move the officer to another station as soon as practicable. An exception may however, be made in the case of an officer, who is on the verge of retirement and who requests for posting in his home district. If there is no reason for not acceding to his request such an officer may be posted in his home district.

These instructions will not apply to officers, posted in the Secretariat of the Board, in the Power Stations in Transmission Circles, in M. R. T. Divisions and in the Civil Investigation Circle.

By Order of the Bihar State Electricity Board,
Sd/- M. A. M. Gilani,
Joint Secretary.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. 226.

Dated Patna, the 24th August, 1967.

Subject—Grant of instalments to consumers for arrears exceeding Rs. 20,000.

In the Senior Officers' meeting held on the 19th and 20th November 1966 at Patna, the head for a concerned drive to realise the outstanding arrears of revenue was stressed. In order that the old dues may be collected as quickly as possible, the Chairman authorised the field officers to accept payment of arrears in suitable instalments to be fixed by them (vide para. 21 of the minutes of the meeting).

On a review of the position of the outstanding dues, it is found that the arrears have yet to be significantly reduced.

Chairman desires that special steps should be taken to enforce recoveries from consumers who have arrears exceeding Rs. 20,000. In order that there may be no avoidable delay in the recovery of such dues, it has been decided by Chairman that no instalment should hereafter be granted for the payment of arrears in excess of Rs. 20,000 except on his personal orders. If it is proposed to grant instalments, a self-contained proposal may be sent to the Chief Revenue Officer indicating the full details of the arrears and the recommendations of the Electrical Executive Engineer for the grant of instalments. The reasons why it is preferable to grant instalments rather than effect disconnections should be clearly set out in the recommendation.

Sd/- M. C. Subarna,
Secretary to the Board.

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. ACT/CM/110/67—227.

Dated Patna, the 6th September, 1967

In partial modification of Standing Order No. 184, dated the 18th April 1966, the Board has decided that passing of the L. P. P. would not with effect from 20th March 1967 be a pre-requisite qualification for promotion of Accounts Assistants to the rank of Accountants.

2. In partial modification of para. 4 (ii) of Standing Order no. Act/CM/110/62—184, dated the 18th April, 1966 advance increments will be allowed to the category of staff mentioned therein for success in the examination to be held till December, 1968.

3. Promotions to the rank of Junior Accounts Officer and above will, however, be made from among qualified men only.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
Secretary to the Board.

Memo No. ACT/CM/110/67—1412, dated 6th September, 1967.

Copy forwarded to the Project Managers, Barauni and Patratu/All Superintending Engineers/Controller of Stores, Bihar State Electricity Board/All Electrical Executive Engineers/Chief Revenue Officer, Bihar State Electricity Board/All Deputy. Director of Accounts, Bihar State Electricity Board/All Accounts Officers, Bihar State Electricity Board/All Revenue Officers, Bihar State Electricity Board for information.

Sd/- L. Krishnakant,
Accounts Officer (G).

BIHAR STATE ELECTRICITY BOARD, PATNA.

BOARD'S STANDING ORDER NO. SS/AI-1017/67—228/EB.

Dated Patna, the 5th October, 1967

Subject—Fixation of pay on promotion from a post in the scale of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to a post in the scale of Rs. 325-30-505-EB-30-805-EB-30-925.

The principle to be followed in fixing the pay of an officer promoted from the rank of the Junior Accounts Officer in the replacement scale of pay of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to the rank of Accounts Officer in the replacement scale of pay of Rs. 325-30-505-EB-30-805-EB-30-925 was considered by the Board. It was decided that in the case of such promotion made on or after the 1st September, 1967, pay shall be fixed in the higher scale of pay at the stage next above the amount assigned at by adding Rs. 100 to the pay drawn in the lower scale on the date of such promotion.

2. It was further decided that till the 31st August, 1967, however, pay on promotion from the scale of pay of Rs. 290-15-380-EB-15-500-20-540-EB-20-600-25-650 to the scale of pay of Rs. 325-30-505-EB-30-805-EB-30-925 shall be fixed in accordance with Rule 1(i) of Appendix 6 of the Bihar Service Code; without applying the limit prescribed therein.

3. These Officers shall, however, draw their next increment after completing one year in the higher post.

4. The Standing Order No. SS/AI-1017/67—224/EB, dated the 7th August, 1967 is cancelled.

By order of the Bihar State Electricity Board,
Sd/- M. C. Subarna,
28-9-1967
Secretary