From
The General Manager/Commercial,
UHBVN, Panchkula

To
All CEs (OP) /SEs(OP)/XENs(OP)/SDOs(OP),
JE-I Incharge Sub office in UHBVNL.

Memo No: -Ch-51/SS-80/Loose

Subject: - Loss prevention incentive Scheme.

To curb the menace of theft of energy, UHBVN has introduced informer award scheme vide Sales Circular No. U-25/2008 dated 17.07.2008.

To further curb the menace of theft of energy/unauthorized use of electricity by making it more attractive, by way of enhancing the incentives the Nigam has now decided to introduce fresh loss prevention incentive scheme in addition to Theft Informer scheme notified vide Sales Circular No. U-25/2008 dated 17.07.2008. The salient features of the scheme are as under:-

1. Planning & execution of raid.
   a) The raiding team will consist of the same officers/officials, who have been authorized to carry out inspection of the premises as per sales circular no. U-54/2007 & its up-to-date amendments. The members of the raiding team can also be mix-up of operations, vigilance, M&P or any other organization along with one independent witness and police (if available). For security reasons the raiding party shall also associate HESL employees, who will be in uniform with weapons. The team will make a plan to raid the premises with video camera. Videography of the process of making raid shall be carried out at site, covering the complete mode of theft-detection and preferably also covering the members of the raiding party.

   b) The senior most member of the raiding team will inform his superior on phone before raid.

2. Distribution of incentive.
   I. On detection of unauthorized use of electricity/theft of energy an amount of Rs. 200/- to each team member shall be given.
   II. 20% of the amount realized on account of final settlement of case shall be distributed as under:-

   a) 12% of amount realized among the members of raiding party to be distributed equally.
b) 4% of amount realized among team consisting of SDO ‘OP’ CA & concerned LDC equally on account of clerkage.

c) 2% of amount realized among team consisting of Xen ‘OP’ Head Clerk & Divisional Accountant equally on account of clerkage.

d) 1% of amount realized to SE (OP) concerned.

e) 1% of amount realized to Chief Engineer (OP) concerned.

l) The amount to be paid to HESL employees whether in shape of salary or incentive of theft caught, shall be decided by the MD, UHBVN by taking up the matter with HESL.

Note:-

I. Independent witness means any private person who is willing to associate with the team for conducting raids to detect pilferage of energy.

II. Persons with other designation but carrying the activity of Head Clerk, CA etc shall be eligible for incentive.

III. No raid of any domestic places or domestic premises shall be carried out between sunset & sunrise except in the presence of an adult male member occupying such premises.

IV. It is clarified that there will be no restrictions of night raid on all categories of consumers except domestic supply. In case of domestic supply also, if male member is available at the premises, the raids can be made at night hours also.

3) Applicability of Scheme.

The scheme shall be applicable for raids conducted with connected load/sanctioned load more than 5 KW to all categories of consumers / persons.

4) Disbursement of incentive.

The incentive shall be distributed by Xen (OP) concerned in cash, equally among members of the raiding party after studying details of CD prepared during raid and on realization of amount.

This supercedes the sales circular No. U-25/2007.

This circular will be applicable with immediate effect. Wherever, the incentive has already been distributed under the ibid-sales circular No. 25/2007, such cases will not be re-opened.

The above instructions should be brought to the notice of all concerned for careful and meticulous compliance

GM/Commercial,
UHBVN, Panchkula.