UTTAR HARYANA BIJLI VITRAN NIGAM

Sales Circular No. U- 29/2008

From
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-94/M-II/Vol-II/C-II
Dated: - 26.8.2008

Subject: Installation of meters on Poles outside the Consumer Premises.

In the recent conference of Power Minister's held in New Delhi, Hon'ble Prime Minister of India termed energy theft as a cancer. It was stressed upon the States of India as well as Power Utilities to bring down AT&C losses to minimum possible level.

With a view to check pilferage of energy Nigam has taken decision to relocate all energy meters outside the consumer premises. In respect of industries Nigam has always located meter near the gate of the factory with access from the main road for its personnel. Nigam has since begun to relocate meters of other categories of consumers on the utility electric poles. The CEA - Central Electricity Authority Metering Regulations 2004 and 2006, provide for relocation of consumer meters vide authority of Section 7 b (i) and Section 9 (2) of ibid notification:

(i) **Section 7 b (i)**

“The consumer meter shall be installed by the licensee either at the consumers premises or outside consumer premises.”

(ii) **Section 9 (2)**

“The meter shall be installed at locations, which are easily accessible for installation, testing, commissioning, reading, recording and maintenance. The place of installation of meter shall be such that minimum inconvenience and disruptions are caused to the site owners and the concerned organization.”

As per above notification of CEA, Nigam has issued many guidelines for shifting/Installation of all the meters outside the consumer premises. However with a view to simplify and consolidate the various instructions a single comprehensive circular is hereby issued dealing with all matters related to meter relocation:
1. Energy meter of existing or prospective consumer shall be installed outside the consumer premises on pole in a weather proof meter box of good quality or in the weather proof meter pillar boxes.

2. The electro-mechanical meters shall be replaced with electronic meters as envisaged in section 4 of above said notification.

3. The maximum height of installation of meter shall be 5’ from ground so that meter reading is easily possible.

4. All meters shall be properly earthed and checked for earthing with earth tester at time of installation.

5. Not more than 6 meters shall be installed on a pole. In case there are more than 6 meters then an additional pole, preferably discarded/broken pole may be provided adjacent to existing pole. Wherever due to congestion of space, the erection of pole is not possible, the meter may be installed on the wall in the street.

6. The accuracy of consumer owned electronic meter which is presently inside the premises, shall be checked with accu-check meter and if it is found ok then the same meter shall be shifted outside the premises of consumer after getting it sealed from M&T lab. In case the meter is found tampered/defective then also it is to be replaced and relocated. However a notice is to be given to the consumer detailing that the meter is found tampered, that the estimated penalty is ‘x’ amount and that the Nigam has noted that the consumer’s behaviour is not upto the mark. The notice shall specify that it is being put on record that the meter was tampered and however no action is being taken upon relocation in the hope that the consumer shall desist from such activities in future. Thus the Nigam shall have a history against the consumer. (Draft Notice attached).

7. It is mandatory for the meter relocating office to get the removed meters tested from M&P so as to make a history of the consumer.

8. The office supervising the work of meter relocation shall prepare the meter changing report (MCO) at the site in 5 copies and one copy of the same shall be handed over to the consumer preferably under his/her acknowledgment to have transparency in the system. Signatures of relocating agency shall also be got done on MCO – necessary provision in MCO may be made and forms got printed locally.

9. In case the consumer refuses to relocate his energy meter outside the premises, a notice shall be given to him informing about legal action including disconnection of supply after seven days. (copy of notice format is attached).

10. While relocating the meters outside the consumer premises the supervisory staff of the concerned operation Sub-Division shall accompany the labour contractor and ensure that all meters are fixed under their direct supervision. Proper record of seals provided by M&P shall be maintained by the supervisor and field offices alongwith other particulars of the meter.

11. Only 6 meters are to be fixed on a single pole. All meter boxes shall be of blue colour. A consumer name/account number tag shall also be
appended to each cable for easy identification of which cable is serving which consumer. The tag shall also carry information about which phase it has been joined to the overhead conductors.

12. Meters, clamps, Cables (Incoming and outgoing) shall be given by concerned store to M&T lab. The meters alongwith clamps shall be fixed in blue meter boxes - MCB’s. A cable length of 30 feet for meter incomer (i.e. for joining meter with overhead conductor) and for meter out going (consumer end) shall be provided. The indication mark showing phase & Neutral on the cable shall be clearly marked so that the connections may be done in appropriate manner at the site. All this work will be carried out by existing M&T staff and if required through out sourced agency.

13. The MCB shall be preferably hermetically sealed/provided with rivets having marks of UHBVN & numbered blue colour plastic seals by M&T Lab.

14. M&P shall check all meters with accucheck which have been relocated earlier and after checking of accuracy, it shall be sealed with (foolproof) technology as prescribed above; or if meter found defective then it shall be replaced with another meter duly sealed as per procedure prescribed above.

15. In case any meter is found dead/defective at site then the field offices shall get its working checked by “accucheck” and the same shall be changed within 48 hours by a new sealed boxed meter only.

16. Defective meters shall be sent back to M&P lab for analyzing the causes of failure of meter – i.e. to analyse whether meter failed on account of technical /environmental reasons or due to continuous tampering efforts by consumer.

17. After relocation of meters, the house number and Account Number of the consumer shall be indicated on the MCB invariably with non erasable ink/paint.

18. Individual service cable without any joint from LD system to supply terminal of meter shall be provided for every consumer.

19. Joint between cable and overhead conductor, to avoid sparking etc., shall be through C type wedge & through crimping metal connector at the consumer side.

20. The shifting of meters outside the consumer premises be carried out under a proper plan and roster. Adequate publicity be made among the affected consumers and the work in a particular area be completed in one lot, so that there is no complaint about the pick and choose policy.

21. In case the meter installed outside the premises is found tampered the official conducting enquiry shall quote facts & figures which establish that meter has been tampered deliberately and consumer is beneficiary with this action, then the action shall be taken as per instructions of the Nigam and FIR shall be lodged under section 138 of EA – 2003 against the consumer. The supply of the consumer shall be disconnected immediately.
22. In case the meter is found damaged/dead/burnt/missing, then action shall be taken as under:

   a. In case the person who is responsible for causing the meter damaged/stolen is not established, then FIR shall be lodged against unknown person under section – 138.
   b. In case of damage of meter due to animal, lightning and due to other natural cause, No. FIR shall be lodged and meter shall be replaced at the cost of Nigam.

23. The junction boxes should have glass slits at the meter readable heights so as to enable the meter reader and the consumer to read the meter properly.

24. It should be ensured that the knowledgeable and trained meter readers are deployed for taking the consumer meter readings.


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

DA/Annexure (2 Nos.)

GM/Commercial,
UHBVNL, Panchkula.