



# KERALA STATE ELECTRICITY BOARD LTD.

Incorporated under the Companies Act, 1956 (No.1/1956)

Corporate Identity Number : U40100KL2011SGC027424

Regd. Office : Vidyuthi Bhavanam, Pattom, Thiruvananthapuram - 695 004

No.PSI(A)/Union/GL/3150/2013/

Dated : 10.02.2016

From

**The Secretary (Administration).**

To

The General Secretary,  
Kerala Power Board Officers Federation

The General Secretary,  
Civil Branch Engineers Association

The General Secretary,  
KSEB Officers Association

✓ The General Secretary,  
KSEB Engineers Association

The General Secretary,  
KSEB Post Graduate Engineers Association

The General Secretary,  
Kerala Electricity Officers Federation

The General Secretary,  
KSEB Ministerial Officers Association

Sir,

The Pay Revision Committee constituted by the Government for revision of pay and allowances of employees of Kerala State Electricity Board Limited have submitted their report. The Full Time Directors of Kerala State Electricity Board Limited have examined the report in detail. A brief description of the recommendations of the Committee which the management is inclined to accept is enclosed herewith for enabling you for the ensuing negotiations.

It has been informed that the Sub Committee, authorized for conducting the negotiation has proposed to start negotiation with the Officers Associations at 10.30 AM at the Conference Hall, 7<sup>th</sup> Floor, Vidyuthi Bhavanam from 11.02.2016 onwards. Hence you are requested to examine the recommendations of the Pay Revision Committee and actively take part in the negotiations. With your whole hearted co-operation and active engagement, the negotiations can be fruitfully concluded.

Considering the directions issued by the Hon'ble Kerala State Electricity Regulatory Commission and also the financial situation faced by Kerala State Electricity Board Limited, it is requested that a reasonable stance during negotiation may please be taken so that a fruitful and beneficial revision of pay and allowances for officers can be concluded at the earliest.

Acc: Proposal

Yours faithfully,

A handwritten signature in black ink, appearing to be 'M. M. M.', written over a horizontal line.

**SECRETARY (ADMINISTRATION)**



**PROPOSAL FOR THE REVISION OF PAY AND ALLOWANCES OF OFFICERS -**

**Proposed Master Scale & Time Scales of Officers**

**Master Scale**

**40695-1605/3-45510-1745/7-57725-2085/6-70235-2380/5-82135-2545/5-94860-2800/5-108860 (31 Years)**

**Time Scales**

<b>Scale No.</b>	<b>Category</b>	<b>Time Scale</b>	<b>Span length (Yrs)</b>
1	AE/SS/DA/Sr.CA/FCS	40695-1605/3-45510-1745/7-57725-2085/5-68150	15
2	AEE/AAO/AFO/Jr. PA/Sr.FCS/RPO/PRO	50745-1745/4-57725-2085/6-70235-2380/5-82135	15
3	AO/FO/PA	52490-1745/3-57725-2085/6-70235-2380/5-82135-2545/3-89770	17
4	EE/PO	55980-1745/1-57725-2085/6-70235-2380/5-82135-2545/5-94860	17
5	Sr. AO/Sr. FO/Dy. CAO	57725-2085/6-70235-2380/5-82135-2545/5-94860-2800/1-97660	17
6	Dy. CE/CPO/CAO	66065-2085/2-70235-2380/5-82135-2545/5-94860-2800/2-100460	14
7	CE/FA/CIA	77375-2380/2-82135-2545/5-94860-2800/5-108860	12

**Date of Effect of Pay Revision**

- The revised Scale of Pay will have effect from 01.07.2013.
- All arrears of pay due from 01.07.2013 up to date of pay revision will be credited to the GPF Account of the employee concerned. The arrears can be withdrawn as final withdrawal on retirement from GPF or withdrawal after completion of 2 years from the date of settlement.
- Arrears due to the retired employees will be disbursed in cash.

**Fitment Benefit**

12% of Basic Pay as on 30.06.2013, subject to a minimum of Rs.2250/-.



### **Weightage**

0.6% weightage will be given for each completed year of service in the Board subject to a maximum of 15%. In the case of officers having fraction of a year of service, weightage will be given @ 0.05%/Month. For the purpose of weightage, the month will be calculated as defined in KSR, Part I. Minimum amount of weightage will be Rs.175/-.

### **Percentage of DA neutralised with Pay as on 30.06.2013**

84.253% of Dearness Allowance will be merged with the basic pay as on 30.06.2013.

### **Rules of Fixation in the revised scale**

The pay of an officer in service as on 01.07.2013 will be fixed in the revised scale of as follows:

a) Add to the basic Pay in the pre-revised scale of pay as on 30.06.2013, the following

(i) An assured fitment benefit of Rs.2000/- or 12% of Basic Pay in the pre-revised scale, whichever is higher.

(ii) 84.253% Dearness Allowance admissible on the existing pay in the pre-revised scale of pay.

(iii) Weightage as admissible under Clause (1.1.5) above.

b) If the amount arrived at as above is less than the minimum of the revised scale, the pay of the employee will be fixed at the minimum of the revised scale.

c) If the amount arrived at as above is more than the maximum of the revised scale of pay, the revised pay will be fixed at the maximum, the difference being treated as 'Personal Pay'. This Personal Pay will count for all purposes, namely, subsequent fixation of pay, leave salary, drawal of allowances including Dearness Allowance and pension.

d) In other cases, the pay of the employee will be fixed at the next higher stage in the revised scale whether it represents a stage in the revised scale or not.

e) The pay arrived as per sub clause (b), (c) and (d) above, as the case may be, shall be the pay as on 01.07.2013 in the revised scale of pay.



f) Next increment in the revised scale will be given on the date on which normal increment falls due on the pre-revised scale.

Note:- The pay as mentioned in clause 1.1.7 (a) above includes Basic Pay, Personal Pay and Stagnation increment drawn in the pre-revised scale as on 30.06.2013.

### **Stagnation Increment**

If during the period of operation of pay revision orders, any officer reaches the maximum of the revised scale applicable to him/her and thereby stagnates in the scale, he/she will be permitted to draw four more increments annually and fifth increment biennially as stagnation increments, at the rate of the increment he/she last drew in the revised scale.

### **Cadre Pay**

Cadre Pay is another pay now being given to all Officers in accordance with the Cadre post in which they are officiating at the following rates:

Designation	Rate (Rs)/Month
CE/FA/CIA	1500
Dy. CE/CPO/CAO etc	1000
AO/FO/DS/EE/PO/PA/Sr. AO/Sr.FO/Dy. CAO etc	300
AEE/AAO/AFO/Jr. PA/RPO/Sr. FCS etc	250
AE/MO/SS/DA/Sr. CA etc	200

In the Pay revision 2011, 100% hike was given in the then rates. If the existing rates are proposed to be revised with same hike @100%, the existing rates will be as follows:

Designation	Rate (Rs)/Month
CE/FA/CIA	3000
Dy. CE/CPO/CAO etc	2000
AO/FO/DS/EE/PO/PA/Sr. AO/Sr.FO/Dy. CAO etc	600
AEE/AAO/AFO/Jr. PA/RPO/Sr. FCS etc	500
AE/MO/SS/DA/Sr. CA etc	400



### Special Pay to Full Time Directors

The existing rate of Personal Pay amounting to Rs. 2500/- per month is proposed to be revised to Rs.7500/-, commensurate with the responsibilities attached to the post.

### Revision of Dearness Allowance

The payment of DA stems from the need to protect the erosion in the real value of pay on account of inflation. Consequently the DA admissible is positively correlated to the level of inflation. At present DA is sanctioned twice in a year by applying a particular formula, based on the AICP Index (Industrial workers) published by the Labour Bureau of Statistics, Government of India which is the agency entrusted with developing of AICPI (IW) index. The formula for arriving DA rates is subjected to change periodically consequent to pay revisions in Central Government. In the estimation of DA rates, the State Government follows the same principle as adopted by the Central Government.

The Board employees were given State DA rates from 01.04.1984 onwards. Prior to that, Board employees were given variable DA as applicable to industrial workers. From 01.04.1984 onwards the same DA rates as announced by the State Government from time to time were allowed to the Board employees also.

The 9<sup>th</sup> State Pay Commission has recommended that after the pay revision the State Government employees may be given same DA rates of Central Government from 01.01.2010 onwards by applying the formula as given below:

***Total percentage of DA declared by the Central Government on or after 01.07.2009 (-) Rate of DA declared by the Central Government as on 01.07.2009.***

In the above case, the 9<sup>th</sup> pay commission has adopted the same method which had been adopted by the 8<sup>th</sup> Pay commission. The principle for the above formula is that 64% DA given in the pre-revised scale in the State Government on 01.07.2009 has been equated with 27% of DA given in the revised scale by the Central Government as on 01.07.2009. So the DA is totally neutralized and the DA in the State on 01.07.2009 became zero.

The last pay revision in the State was due on 01.07.2009. So they merged the entire DA as on 01.07.2009, i.e 64%. But the pay revision in the Board was due on 01.08.2008 and hence the DA as on 31.07.2008 was merged with pay with effect from 31.07.2008 (45%).



During the bilateral discussion with the Unions for the last wage revision Board has agreed to merge 45% of DA with the basic pay on 31.07.2008. Unions then demanded that Board has to fix its own DA rates in such a way that the new rates should ensure equivalent monetary benefit as entitled to the State Government employees.

Accordingly, the Board has adopted a method in calculating its DA rates into two different methods.

Rates of DA due on 01.01.2009 and 01.07.2009 (The period between the date of effect of Pay Revision in the Board and Government) were calculated in one method and rates of DA due from 01.01.2010 onwards were derived in another method.

To ensure the monetary benefit granted by way of increase in Dearness Allowance in the pre revised scale the two rates of DA due on 01.01.2009 and 01.07.2009 in the revised scale has been calculated as follows:

*Revised rate of DA on 01.01.2009 -  $10/145 \times 100 = 6.896$  (rounded to 7%), where 10 is the rate of DA allowed in the pre-revised scale.*

*Revised rate of DA on 01.07.2009 -  $9/145 \times 100 = 6.206$  (rounded to 6%), where 9 is the rate of DA allowed in the pre-revised scale.*

For arriving DA rates from 01.01.2010 (after pay revision in the Board), a suitable linking factor as mutually agreed by the Board and the Unions, i.e.  $164/145 = 1.131$  is applied. On multiplying the rate of DA in the State with the above linking factor, employees in the Board will get an amount at par with the hike in Government on account of DA revision.

Rates of DA sanctioned to the Board employees after last pay revision is given below:

After pay revision due on 01.07.2013, the further DA rates will be calculated as follows:

***Dearness Allowance: - (Average of AICPI for the past 12 months- 220.67) × 100 ÷ 220.67, where 220.67 is the average AICPI from July, 2012 to June 2013.***

Date	% Hike	Cumulative Total
01.08.2013-30.12.2013	Nil	Nil
01.01.2014	5.21	5.21
01.07.2014	3.51	8.72



01.01.2015	3.18	11.90
01.07.2015	3.39	15.29

**Category/designation to be included in the next pay revision order**

It is noticed that the post of Foreman Grade-I created as per BO No (FM)3333/2010 (GPC4/Staff/34/05 Dated 22.12.2010 which was not included in the last Pay Revision Order of Officers. PRC recommends that the above designations may be included in Scale No.1 of Officers.

**Time bound grade promotion**

The Existing time bound grade promotion scheme would continue

**REVISION OF ALLOWANCES (OFFICERS)**

**1. House Rent Allowance**

Pay Range	B2 Class city and above (Rs)	Other cities/ Town (Rs)	Other places
Up to - 39161	1510	1075	750
39162 - 47535	1825	1300	
47536 - 54865	2350	1675	
54866 & above	2770	1915	

**Note :-**

- (1) B2 Class City means the cities of Thiruvananthapuram, Kochi (including Kakkanad), Kozhikode, Kollam, Thrissur and Kannur.
- (2) Other cities and towns include all other Municipal areas and Townships as well as District & Taluk Head quarters not coming under B2 Class city & above.
- (3) Officers working in New Delhi will be eligible for HRA at Government of India rates as applicable at those places.



## **2. City Compensatory Allowance**

City Compensatory Allowance being paid to the officers working in offices located within the city limits of Thiruvananthapuram, Kollam, Kochi (including Kakkanad), Thrissur, Kozhikode and Kannur is enhanced to Rs.615 /- per month

### **Note:-**

Officers working in New Delhi will be eligible for CCA at Government of Kerala rates as applicable at that place. In such cases if the rate of CCA is less than the minimum rate of CCA being paid in KSEBL, the officer will be paid at the minimum rate as applicable in KSEBL.

## **3. Medical Allowance**

The existing rate of medical allowance of Rs.55/- per month will be revised to Rs. 75/- month.

### **Note:-**

a). In case of officers drawing Medical Allowance, Reimbursable claims for medical expenses amounting to Rs.200/- and above at a time will only be admitted for reimbursement wef. 01.04.2016. Reimbursable claims below Rs.200/- at a time will not be admitted. Further, while reimbursing the admissible medical claims of and above Rs.200/-, the amounts, if any, already drawn as Medical Allowance for the month/s covering the period of the claim will be deducted from the total reimbursable amount. For this purpose, part of a month will be counted as a full month.

b) Full reimbursement of medical expenses (excluding food) will be provided to Board officers for the accident occurred during the course of employment. Reimbursement of expenses for food will be limited to a maximum of 300/- per day for one bystander. Food expense for the patient is now being paid without any restriction. As there is chance for billing the food expenses of the by-stander with the expense of patient, the food expenses incurred by both the patient and one bystander may be restricted to Rs.600/-per day.

## **4. Hydel Area/Operation Allowance**

This allowance will be paid to all officers in the Hydel project area and to those officers in Generating stations at the following rates:-

Existing Pay range	Revised Pay range	Existing Rate (Rs)	Revised Rate (Rs )
20170 & above	37164 & above	500	750



**Note: -**

1. Hydel Area/Operation Allowance will be paid at a higher rate of 125% of normal rate on completion of 3 years of continuous service in Hydel Project Areas & Generating Stations.
2. Hydel Area Allowance will be paid to officers working in offices situated in places appended to this Pay Revision order .
3. Operation Allowance will be eligible to those officers engaged in BDPP and KDPP.
4. Hydel Area Allowance and Operation Allowance will not be paid together.

**5. Hill Tract Allowance**

Hill Tract Allowance now being paid to the officers of the Board will be revised as follows:

Existing Pay range	Revised Pay range	Existing Rate/Month (Rs)	Revised Rate/Month (Rs)
20170 & above	37164 & above	280	500

**Note:-**

This allowance will not be paid in areas where Project Allowance, Hydel Area/Operation Allowance is payable.

**6. Project Allowance**

Project Allowance now being paid at the rate of Rs.2000/- per month is revised at the rate of Rs.2500/- per month to the officers working in projects under construction.

Note: 1. Project Allowance and Hydel area Allowance shall not be paid together.

2. Project Allowance shall be discontinued upon completion of the first stage of project under construction.

3. Officers working in completed projects of Hydel areas are eligible for Hydel area allowance.

**7. Special Duty Allowance**

Special Duty Allowance paid to the officers of the Board will be revised as follows:

Designation	Existing Rate per month (Rs)	Revised Rate per month (Rs)
Assistant Engineers in Electrical Section Offices	500	550
Assistant Engineers in Generation Stations, EHV Sub Stations, EHV Transmission lines in commercial operations/under construction, Relay Units, Communication Units, Meter Testing Units, Civil Maintenance Units in Projects, Anti-Power Theft Squad, Technical Cell and for Legal Liaison Officer at Kochi.	320	370



Asst. Executive Engineers in charge of 220 KV Sub Stations, Electrical Sub Division, Major Trans. Sections/ EHT Line Construction, Communication Units, Relay units, Meter Testing Units, APT Squad, Technical Cell, EHV Line Maintenance.	345	395
Executive Engineer in charge of 400 KV Sub Stations, Load Dispatch Station, Technical Cell, Communication Units, Relay Units, Meter Testing Units, APT Squad and for Deputy Secretary of Board Secretariat.	395	445

**Note: -**

This allowance will not be paid to those who are drawing Shift Duty Allowance irrespective of whether they are working in the Distribution, Transmission, Generation or any other Wing.

**8. Shift Duty Allowance**

The existing rates of Shift Duty Allowance will be revised as follows: -

Designation	Existing Rate per month (Rs)	Revised Rate per month (Rs)
Assistant Engineer	175	200
Asst. Executive Engineer	200	225
Executive Engineer	225	250
Supervisors of Call Centre	Nil	(As per rank)

**Note:-**

- This allowance is payable to those officers who are required to work in shifts including night shifts.
- This allowance at the above rates will be extended to the officers working in Control Rooms also.
- This allowance is applicable only where three shifts are in operation. .
- Officers are eligible to Shift Duty Allowance only if they have performed at least 10 night shifts per month.

**9. Technical Allowance**

Technical Allowance now being paid to Engineers who are exclusively posted to attend office work will be revised at the rates as shown below:

Designation	Existing Rate (Rs.)	Revised Rate (Rs)
Assistant Engineer	50	60
Asst. Executive Engineer	70	80



Executive Engineer	80	90
Deputy Chief Engineer	100	110

#### **10. Research/ Design Allowance**

The existing rate of Research Allowance being paid to the Post-graduate Degree holders in Engineering who are working at the Research Units at Thiruvananthapuram, Idukki, Edamalayar, Pallom and Design Wing at Thiruvananthapuram and Kozhikkode will be revised as follows:

<b>Designation</b>	<b>Existing Rate (Rs.)</b>	<b>Rate per month (Rs)</b>
Assistant Engineer	200	250
Asst. Executive Engineer	250	300
Executive Engineer	300	350
Dy.Chief Engineer	350	400

#### **11. Permanent Conveyance Allowance**

The existing rate of permanent conveyance allowance will be revised and paid per month as follows:-

<b>Designation</b>	<b>Existing Rate/Month (Rs.)</b>	<b>Revised Rate/Month (Rs.)</b>
Assistant Engineers in Distribution Sections and Senior Superintendents of RAO Offices and Nodal Officer (Litigation)	300	400
Assistant Executive Engineers of Electrical Sub Divisions and AAO in RAO Offices	300	400
Accounts Officers in RAO Offices	300	400

**Note:-**

- (a) This allowance is intended to compensate the expenses of travel incidental to the discharge of their duties in the respective areas of work within a distance of 8 kms from the head quarters.



- (b) This allowance will not be provided to Officers for whom conveyance have been provided by Kerala State Electricity Board Limited.
- (c) Assistant Engineers of Electrical Section Offices, Assistant Executive Engineers of Sub Division Offices, to whom vehicle has been provided by the Kerala State Electricity Board Limited, shall not be eligible for Conveyance Allowance.
- (d) All the physically challenged Officers of Kerala State Electricity Board Limited now being paid Rs.600 per month as Conveyance Allowance, will be revised at the rate of Rs.800/- per month.

**12. Isolated Area Allowance**

Officers working at the following isolated areas will be paid this allowance

Area	Existing Rate (Rs.)	Revised Rate (Rs)
Sholayar Poringalkuthu Moozhiar Kochu Pampa Idamalayar Kakkayam Triveni Pampa Mankulam	2000/- per month.	Rs.2250/- per month.

**Note:-**

- (a) This allowance will be paid at a higher rate of 125 % of normal rates for Officers on completion of 3 years of continuous service in the above areas.
- (b) This allowance will also be applicable to the isolated areas, which will be notified by the Board from time to time.
- (c) This allowance will be paid only to those officers who are physically present at the above places and performing duty.
- (d) Isolated area allowance will be payable to Officers who are drawing Project allowance / Investigation Allowance/ Hydel Area/Operation Allowance.

**13. Tunnel Allowance**

The existing rate of Tunnel Allowance will be revised as follows:-

Designation	Existing Rate ( in Rupees per month)	Revised Rate ( in Rupees per month)
Assistant Engineer	250	275



**Note: -**

This Allowance will be paid to Assistant Engineers posted to work in the Tunnel/Pressure Shaft construction on a regular basis with full time duty in the underground construction site for a minimum period of 20 days in a month.

**14. Warm Clothing Allowance**

The existing allowance for purchasing woollen blankets at the rate of Rs.500/- once in two years in the designated areas will be enhanced to Rs.750/- once in two years in the designated areas.

**15. Teaching Allowance**

Teaching Allowance now being paid to the officers engaged in teaching at PETARC at Moolamattom and to RPTI at Thiruvananthapuram, Pallom, Thrissur and Kozhikode will be revised as shown below:

Designation	Existing Rate	Revised Rate
In the rank of Executive Engineer and above	Rs.400/-	Rs. 500/-
Below the rank of Executive Engineer	Rs.300/-	Rs. 400/-

**16. Spectacle Allowance**

The spectacle allowance is being paid at the rate of Rs.1000/ twice in service will be revised to Rs.1200/- once in 5 years.

The officers who have not availed the allowance for the second time, is however, eligible to claim this allowance 5 years after the previous claim.

This allowance will be paid based on a declaration furnished by the officer along with the cash bill to the effect that the spectacle has been purchased for his own use. The present practice of entering the receipt of this allowance in the Service Book of the officer will be strictly followed.

**17. Hydrel/Investigation Allowance**

Hydel / Investigation Allowance now being paid at rate of Rs.2000/- per month will be revised to Rs.2500/- per month.

The condition for payment of this allowance is as below:

- (a) This Allowance shall be paid to the officers who are actually engaged in the field for investigation work/working in Hydel Projects.
- (b) The engagement of officers for investigation work has to be matched with the tour diary and has to be certified by their respective Controlling Officers.
- (c) This allowance will be paid only to Officers who are physically staying in Project area and engaged in the field for investigation work / Hydel projects.



- (d) In the case of Hydel Allowance/Investigation Allowance/Project Allowance, an officer will be eligible for any one of them only.

**18. I T Allowance for Officers**

Those Officers working in IT wing below the rank of Executive Engineer who are actually engaged in programming and attending IT related works now being paid Rs.1000/- per month as I T Allowance is enhanced to Rs.1250/- per month.

System Administrators will be paid an amount of Rs.750/- per month as I T Allowance.

**19. Education Allowance to parents of Physically/Mentally Challenged Children**

This allowance being paid at Rs.600/- per month shall be revised to Rs.750/- per month to those officers whose physically / mentally challenged children are undergoing studies in special / general schools.

**20. Hotline Allowance:**

This allowance will be paid to employees working in Hotline Wing.

Sl No.	Particulars	Existing Rate	Designation	Proposed Rate
1	Hotline Allowance	@ 20% of basic pay subject to a minimum of Rs. 1500/- and a maximum of Rs. 3500/- per month	Assistant Engineer	15 % of Basic Pay subject to a minimum of Rs.2000/- and maximum of Rs.5000/- per month

**21. New Delhi Allowance:**

The following allowances now being paid to officers employed in the Liaison Office, New Delhi are revised as follows:

Sl No.	Particulars	Existing Rate	Revised Rate
1	New Delhi (Capital) Allowance	15% of Basic pay	10% of Basic pay subject to a maximum of Rs.8000 per month.
2	Warm Clothing Allowance	Rs.4000/- once in 4 years.	Rs.5000/- once in 4 years.
3.	Educational Allowance	Rs.500 per month per child for 2 children irrespective of place of study.	Rs.600 per month per child for 2 children irrespective of place of study.



4	Leave Travel Concession to home town.	Once in 2 years provided the employe avails Earned Leave for a minimum period of 15 days for visiting home town.	LTC once in 2 years for visiting home town with family and once in a year for employe traveling alone.
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**Note:-**

Payment of allowances to the Officers will be limited to any of the two allowances only at their choice in addition to DA, HRA, CCA, Medical Allowance and Educational Allowance to parents of physically / mentally challenged children. In isolated areas, officers shall be paid any of the three allowances at their choice in addition to DA, HRA, and Medical Allowance. However, allowances payable annually, biennially or once in service will be exempted from the above restriction. A declaration from the Officers concerned expressing his / her choice of allowances should be obtained and pasted in the Service Book. The Drawing Officer should also record the total allowances so opted in the service Book of the officer.

**22. Funeral Expenses**

Funeral expenses amounting to Rs.5000/- payable to family members of the employees who dies in harness is revised to an enhanced rate of Rs.7500/- which will not be recover from any amount payable to legal heirs.

**Date of effect of various provisions**

- (a) Pay and medical allowance at the revised rate will be paid from 01.07.2013 in respect of officers and 01.08.2013 in respect of workmen.
- (b) House rent allowance and city compensatory allowance at revised rates will be paid with effect from the date from which the revised rate is granted to State Government employees.
- (c) All other existing allowance will be paid at the revised rate where ever applicable from 01.04.2016.



## **General Recommendation**

### **1) Ensuring compliance of Safety Precautions and Guidelines**

The Central Electricity Authority in exercise of powers conferred by Section 177 of the Electricity Act, 2003 has notified and issued detailed regulations/guidelines on safety measures to be followed in the installations, operations, maintenance of transmission and distribution lines etc. Adequate proactive steps may be initiated by Kerala State Electricity Board Limited for compliance of the precautionary measures to be taken on behalf of the above, periodical inspection, safety provisions etc as specified in 'Measures relating to safety and electric Supply Regulations 2010'. In order to ensure the protection of life of workmen and to avoid the occurrence of unforeseen accidents, sufficient care may be taken to follow the principles/guidelines issued by Kerala State Electricity Board Limited in the 'Safety Manual'.

Kerala State Electricity Board Limited may take necessary steps to procure and distribute Personal Protective gadgets and safety materials which satisfy the prescribed quality standards in adequate numbers in all electrical sections from reputed manufacturers. Safety Committees shall be constituted at each operating level offices preferably Section Offices to monitor and educate the field staff on the precautions to be followed while undertaking works on live lines. The Safety Commissioner may conduct frequent inspection at selected Section Offices to ensure the availability of Personal Protective Equipments/safety materials in sound usable condition in adequate numbers. Adequate training on safety may be imparted to field staff including contract workers to educate the importance of ensuring safety so as to protect valuable human lives.

Considering the above, the Committee recommends that qualified personnel with adequate skills may be recruited in the feeder category for ensuring improvement and quality of service in line maintenance work. It would be necessary to redefine the presently followed recruitment procedure, prescribed qualifications, training methods and the procedure for granting promotions to ensure performance standards.

### **2. Ensuring transparency, equity and competitiveness in major procurement activities of KSEBL**

The Chief Vigilance Commissioner has been promoting integrity, transparency, equity and competitiveness in PSUs / Government transactions as a part of vigilance administration. Leveraging technology, especially wider use of the website for disseminating information on tenders, clearly defining pre qualification criteria and other terms and condition in the tender are some of the steps which would



bring about greater transparency and competitiveness. The CVC has also recommended adoption of Integrity Pact (IP), a vigilance tool conceptualised and promoted by the Transparency International.

Integrity Pact (IP) is essentially an agreement between the prospective vendors/bidders and the buyer, committing the persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract. Only those bidders who commit themselves to such a Pact would be considered competent to participate in the bidding process.

The Committee recommends that KSEBL may consider the feasibility of adopting IP in respect of high value contracts or contracts involving complicated or serious issues. Such a Pact would have to cover all phases of the contract starting from the stage of Notice Inviting Tender(NIT)/pre bid stage till the conclusion of the contract i.e, the final payment or the duration of warranty/Guarantee.

### **3. AT&C Loss reduction**

Ministry of Power, Govt. of India has initiated programs under RAPDRP, IPDS, DDUGJY etc. with an intension to strengthen power distribution network, make power distribution function more effective, transparent and accountable. The ministry has evolved key performance indicators to monitor the above features. AT&C loss, feeder reliability index, customer satisfaction levels etc. are few among such indicators of performance. The Ministry is ranking the utilities based on performance and improvement in above figures. Also, the Ministry has fixed benchmarks, targets and trajectories for improving the above performance indicators. For eg., AT&C loss reduction being a most important performance indicator of distribution, KSEBL have to mandatorily reduce the loss to 10% by 2022. Ministry has also initiated programs like IT enabling for automated and accurate assessment of AT&C loss.

KSEBL has thus implemented IT projects in 43 towns, which enable the measurement of town AT&C loss, feeder wise and transformer wise AT&C loss accurately and without human intervention. The 43 towns forms only 1/3rd of the utility and the company has proposed phased programs for expanding these capabilities in all feeders and transformers. In such a situation, the company can measure, monitor and improve AT&C loss with the help of technology and can also set targets which are stringent than those given by the ministry so that utility will have better ranking among others. The AT&C loss reduction and reporting through IT portal has been made as minimum requirement for funding further project to licensees.

In each town, the concerned engineer can further assess the feeder wise & DTR wise loss and take steps to reduce the same. For eg., works like load balancing, single phase to 3 phase conversion,



faulty meter changing, reducing losses (in joints, jumpers etc.), theft, misuse etc. Assistant Engineers and Sub Engineers are responsible for effectively implementing and monitoring appropriate loss reduction work. In order to make them accountable, and also demonstrate results with more participation, incentives on good performance can be considered. Reduction in AT&C losses with appropriate targets fixed can be considered for giving financial incentives.

KSEBL has 2021 (around) feeders covering the entire power distribution with almost 70,000 distribution transformers. The company has already covered IT enabled energy audit for 861 feeders and around 25,000 DTRS. The balance feeder and DTR energy audit is also planned and implemented. On an average, we have 55 Mu/day consumption. So, if we could save 1%, it will be almost 550 lakh units/day. With the average current unit price of Rs.5 per unit, this will work out to daily saving of around Rs. 27.5 crore. Suitable incentives can be proposed to motivate the employees for a target based AT&C loss reduction. Similarly, there are other performance indicators, which can drive efficiency in performance like achievement of reliability indices, customer satisfaction levels (standards of performance prescribed by regulator), transformer failure rates etc. for which objective and accurate assessments are possible and benchmark or regulator prescribed norms are also available.

So, the PRC recommends that the management may consider introduction of a suitable system for payment of a performance based incentive. The methodology and procedures may be worked out after detailed discussions and study.

#### **4. Re deployment of Staff**

It is observed that there is an imbalance in the existing staff posted at various offices across the state. The Committee recommends that the necessity of staff at each office may be reviewed in view of the large scale computerization in various fields and consequent changes in duties and responsibilities. The number of staff identified in excess of requirement may be redeployed in such a way that there is no shortage or excess of staff in any office. In this process it may be ensured that the engagement of HR hands in vacant places is minimized.

#### **5. Conduct of Consumer Adalats**

Several cases are being filed against the Board by consumers on complaints relating to billing, service connections, electrical accidents etc. The committee understands that an effective system of consumer adalats is not in operation at field level. In this context, it is suggested that periodical consumer adalats, lead by the Executive Engineer under whose jurisdiction the Electrical Sections fall, may be conducted covering all categories of consumers. In the said adalats, matters relating to supply of



electricity, complaints regarding billing, metering, electrical accidents etc may be dealt with. The adalats should be conducted at appropriate places on a rotation basis convenient to the consumers. The Executive Engineers may also obtain prior sanction from higher authorities for disposal of cases wherever necessary on petitions received well before the conduct of adalats. Detailed modalities with regard to the formation and operationalization of consumer adalats may be finalized and rolled out by the Board.

#### **6. Incentive Scheme for Timely Completion of Projects**

PRC noted that in many cases the projects are getting delayed due to various reasons. The benefits of timely completion of projects are manifold. In order to encourage the timely completion of projects a suitable incentive system may be identified and introduced.

#### **7. Collection Efficiency**

Kerala State Electricity Board Limited has been monitoring the progress in revenue collection in each section office. Efficiency of revenue collection is assessed excluding collection against demands raised in respect of Government institutions. It would be possible to enhance revenue collection by the introduction of a suitable incentive scheme.

PRC therefore recommends an incentive scheme in section offices where 100% of collection is achieved against the current demand and progressive percentages may be fixed for collection of arrears as target. Similar schemes may also be devised and extended for collection from HT and EHT consumers.

#### **8. Re-designation of certain categories of employees who have obtained Grade Promotion**

In KSEB Limited Cadre Stagnation and Career Stagnation has been felt severely during the past several years and the same has been included in the charter of demands submitted by recognized trade unions and officers associations. Since the time available before the pay revision committee was too short to make an in depth study for coming out with suitable recommendations, the committee has reviewed the demand raised by TUs/OAs and decided to propose the following adhoc arrangement to address the issue.

The PRC recommends that those who have been given the admissible time bound grade promotion on completing 10,18 and 25 years and is continuing in a particular post for a long time may be granted a non cadre promotion. By granting a non cadre position, the management shall ensure that no additional financial commitment is involved, no post is created and the employee will not have any claim what so ever other than the non cadre designation.

Further the employee shall be ready to perform the duties of the current post.



### **9. Introduction of Leave Travel Concession to the employees of KSEB Limited**

The scheme introduced by the State Government for granting Leave Travel Concession may be extended to the employees of Kerala State Electricity Board Limited also. The guidelines issued by State Government regarding the admissibility of LTC, distance of travel, advance payments, mode of conveyance, reimbursement of fare etc specified as per G.O.(P)No.5/2013/Fin dated 02.01.2013 and subsequent amendment orders if any issued by State Government may be adopted for implementation in Kerala State Electricity Board Limited.

### **10. Revision of existing sanctioned strength**

Kerala State Electricity Board Limited has been following 'need based staff strength' after restructuring in 2002. With the formation of new offices Kerala State Electricity Board Limited has to invariably obtain Government sanction for manning the post required in those offices. This procedure of getting Government sanction is to be followed even if a single office is formed and it in-turn causes administrative inconvenience. In order to address the above issue, Government may be requested to grant a standing permission to Kerala State Electricity Board Limited to create the required posts and post necessary personnel against those posts in the newly formed offices.

### **11. Change of Cadre Name / Designation**

The Government of Kerala vide GO(MS) No.51/2013/(127)/Fin dated 25.01.2013 has re designated the post of Divisional Accountant as Divisional Accounts Officer without any financial commitment or promotion. PRC recommends that the above GO may be adopted by KSEBL also for re designating Divisional Accountants.

It is also recommended that Call Centre Agents presently working in Centralised Customer Care Centre as ordered in BO (CM) No.2761/2013(RITU/CCC/2013-14) dated 24.12.2013 may be re designated as Public Relation Assistant.

### **12. Appointments through Sports Quota**

Currently recruitment under sports quota is been done against the total sanctioned strength. Unlike in Government where a separate category viz supernumerary category is operated for recruitment of sports persons. The services of the persons recruited under sports quota are not available to the Company during the bond period or active period of engagement in sports. Therefore the PRC recommends that the total strength of sports persons may be operated under supernumerary category during the bond period and there after brought in the gradation list of regular category restoring seniority



reckoning the date of entry in to service. Board may issue detailed guidelines to ensure that the sanctioned strength is retained unchanged.

### **13. Constitution of an Expert Committee**

Due to time constraints, the Pay Revision Committee could not analyse and evaluate the procedural/structural modification and other aspects involved in the revision of work norms, creation of new posts, cadre stagnation, reorganization/division of existing offices, redeployment of staff, changes in staff pattern based on computerisation etc. PRC recommends that an Expert Committee may be constituted by the management in due course after the completion of the pay revision process to address the above issues.

### **14. Constitution of an Anomaly Committee**

The Committee recommends that an Anomaly Committee may be constituted to redress grievances, issues and complaints if any that may arise in respect of workmen or officers consequent to pay revision.

### **15. Other Recommendations**

- a. **Effective training need analysis may be done and training may be provided at all categories of staff for skill up gradation, proficiency improvement, safety etc. Training on the appropriate method of undertaking jobs and work situations may be provided to all field staff including contract workers.**
- b. **Attendance monitoring system may be enforced fully in all offices to ensure punctuality and a better work culture.**
- c. **A comprehensive transfer policy may be drawn considering all the factors after due consultation with recognized trade unions and association of officers.**
- d. **In order to improve public image of KSEBL, the officers and staff may be adequately trained and motivated to ensure consumer friendly approach while dealing with customers.**
- e. **Customer grievance redressal system may be made more effective with timely action and politeness in dealing with customers.**
- f. **The employees who have shown exemplary performance in undertaking their duties and functions and thereby ensuring productivity gains to KSEBL may be appreciated**



with awards/recognition which may be distributed on the public functions on  
Republic Day/Independence Day.