

NO. Chairman Discom/SE/MIS/F. SOM /D **133** Jaipur ,Dated : 21.08.2014**Office-Order****Sub: - Submission of information in SOM 1 to 31 formats.**

As per decision taken by DCF in its 60<sup>th</sup> meeting held on 07.05.2014 regarding implementation of common monitoring system in all Discoms, all concerned are directed to ensure to provide monthly progress of various ongoing activities of distribution companies in revised SOM 1 to 31 formats up to the reporting month July, 2014 by 26th Aug, 2014 and in future as per following schedule, so that next controlling officer may be able to analyze and compile the information for onward submission in scheduled time frame. Revised SOM formats have already been circulated through e-mail on 07.03.2014 by MIS Cell, Jaipur

S. No.	Office	Reporting Officer	Information Level	Mode	Information to be Delivered	Day of the month
1	Sub-Division	AEN/ARO	Sub-Division wise	Soft Copy	Division Office & Circle Office	2 <sup>nd</sup>
2	Circle Office	SE/AO	Sub-Division, Division wise	Soft Copy	ZCE, SE(Plan) & SE (MIS),JVVNL	6 <sup>th</sup>
3	Zonal Officer	ZCE	Circle wise	Soft Copy	SE(Plan)	8 <sup>th</sup>
4	Corporate Office	SE (Plan)	circle wise, Zone wise, Discom as a whole	Soft Copy	SE(MIS),JVVNL	10 <sup>th</sup>

SE(Vig.) / Adll. S. P. (Vig.) / M&P circle of concerned Discom will compile the SOM related to them regularly and send the circle wise information in prescribed SOM formats to SE(Plan) and SE(MIS), Jaipur Discom by 8<sup>th</sup> of every month.

All officers are directed to put a certificate below the each format that "the information has been seen and approved by the controlling office i.e. AEN/XEN/SE/ZCE/MD" before sending through official e-mail for which controlling officer is responsible for verification the information at his end.

All SE(IT) will be responsible to create official e-mail for all officers up to the level of AEN and send a list of e-mails to SE(MIS), Jaipur Discom.

*swil/omit*

SE (IT), AVVNL, AJMER  
R. R. No. **1643** Dt. **28/8/14**  
SECTION.....

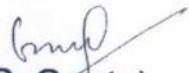
Circle AO will be responsible to compile and prepare revenue related information in Format No. SOM -1 to 6 & 31 at circle level by 6th of every month.

Format No. SOM-25 related to RAPDRP Part - A will be compiled by SE (IT) and sent through respective Chief Engineer to SE (Plan) and to SE (MIS), JVVNL by 8th of every month. Similarly format No. SOM-26 related to RAPDRP Part - B will be compiled by SE (TW) and sent through respective Chief Engineer to SE (Plan) and SE (MIS), JVVNL by 8<sup>th</sup> of every month.

All concerned officers are requested to use the information collected in prescribed formats such as SOM, MIS. In case, any Sr. Officer feels the need of information in different formats, other than SOM, MIS formats, they have to send draft formats to the SE (MIS) for obtaining approval from the Chairman Discoms. If the formats are approved by the Chairman Discoms, the formats may be added in prescribed SOM/MIS formats. Formats for local requirement of information may be decided at circle level for day to day monitoring purpose at their end.

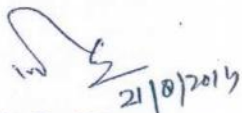
Enclosed: List of formats.

: Format sent through e-mail.

  
(R. G. Gupta)  
Chairman Discoms

Copy to the following for information and necessary action:

1. The CE/ Zonal CE( ), Jaipur / Ajmer / Jodhpur Discom, .....
2. The Addl./Dy.CE( ), Jaipur / Ajmer / Jodhpur Discom, .....
3. The Superintending Engineer (O&M/M&P/Plan/IT/TW/Vig./ ), Jaipur / Ajmer / Jodhpur Discom, Ajmer .....
4. The Chief Accounts Officer ( ), Jaipur / Ajmer / Jodhpur Discom, .....
5. The TA to Chairman Discoms, Jaipur.
6. The Addl. S. P. (Vig.), Jaipur / Ajmer / Jodhpur Discom, .....
7. The TA to MD, Jaipur / Ajmer / Jodhpur Discom, Jaipur / Ajmer / Jodhpur.
8. The AO ( ), Jaipur / Ajmer / Jodhpur Discom, .....
9. PA to Director (Tech./Fin./PT), Jaipur / Ajmer / Jodhpur Discom, Jaipur / Ajmer / Jodhpur.

  
(T. S. Sharma)  
Superintending Engineer (MIS)

S. No.	Format Name	Format No
1	Circle wise T&D Loss , ATC & growth in revenue with HT consumers	SOM 1
2	Circle wise T&D Loss , ATC & growth in revenue other than HT consumers	SOM 2
3	District H.Q.,Municipal Town wise T & D & ATC Losses & Revenue Growth with HT Consumers	SOM 3
4	District H.Q.,Municipal Town wise T & D & ATC Losses & Revenue Growth without HT Consumers	SOM 4
5	Efforts for Recovery of Outstanding on Regular consumers	SOM 5
6	Efforts for Recovery of Outstanding from PDC consumers	SOM 6
7	Status of Replacement of Three Phase Defective Meters	SOM 7A
8	Status of Replacement of Single Phase Defective Meters	SOM 7B
9	Analysis of rate of burning of distribution transformers in Urban area	SOM 8 A
10	Analysis of rate of burning of distribution transformers in Rural areas	SOM 8 B
11	Analysis of Power Transformers failure and ATR by M&P wing for FY-	SOM 9
12	PROGRESS OF VIGLANCE CHECKING UPTO REPORTING MONTH of O&M Wing	SOM 10A
13	PROGRESS OF VIGLANCE CHECKING UPTO REPORTING MONTH of Vig.Wing	SOM 10B
14	STATUS OF OLD VCR PENDING FOR LOGICAL END CHECKED BY VIG. Wing	SOM 11A
15	STATUS OF OLD VCR PENDING FOR LOGICAL END CHECKED BY O&M Wing	SOM 11B
16	Progress of APTPS in the Cases Registered under Section 135	SOM 12
17	Progress of APTPS in the Cases Registered under Section 138 /135 & 138	SOM 13
18	Status of AG. DN deposited & connections Released during CFY	SOM 14
19	CATEGORY WISE CONNECTIONS RELEASED UPTO THE MONTH	SOM 15
20	Electrification of Villages & Dhanies	SOM 16
21	Status of DL connections	SOM 17
22	Status of pending PHED connections	SOM 18
23	Material Requirement For the Financial Year 2014-15	SOM 19
24	CATEGORY WISE PENDING CONNECTIONS at the end of Reporting Month in Rural Area	SOM 20A
25	CATEGORY WISE PENDING CONNECTIONS at the end of Reporting Month in Urban Area	SOM 20B
26	THEFT OF 3 & 1 PHASE TRANSFORMERS, CONDUCTOR, OIL AND OTHER MATERIAL	SOM 21
27	PROGRESS OF 11 KV FEEDER METERING ( Rural Areas) AS ON REPORTING MONTH	SOM 22A
28	PROGRESS OF 11 KV FEEDER METERING (Urban Areas) AS ON REPORTING MONTH	SOM 22B
29	Statement Showing the Discrepancies Observed by the Feeder Manager and Action Required at Circle Level	SOM 23
30	Breakup of the Consumer Grievance(s) received and redressed Choupal (Chaupal-5)	SOM 24A
31	Status of Grievance Redressal Received on Toll Free Numbers	SOM 24B
32	Details of Applications / Grievances received and registered on Sugam Samadhan and Rajasthan Sampark Portal from 1.1.14	SOM 24C
33	RAPDRP Part-A : Town wise Status (IT)	SOM 25
34	RAPDRP Part-B : Town Wise Work Progress	SOM 26
35	Feeder Improvement /Maintenance Activities carried out upto the Reporting Month (FIP-A)	SOM 27A
36	Feeder Improvement / Maintenance Activities carried out up to the Reporting Month (FIP-B)	SOM 27B
37	Feeder Improvement / Maintenance Activities carried out up to the Reporting Month (FIP-C)	SOM 27C
38	Progress of Sub-station Improvement Programme up to the Reporting Month (SIP-A)	SOM 28
39	Progress of 33 kV Works ( Urban )	SOM 29A
40	Progress of 33 kV Works (Rural )	SOM 29B
41	Detail of Accident during the current Financial Year	SOM 30
42	Recovery of Additional Security from the Consumers up to the month	SOM-31