



Comml. AJ- 619

**AJMER VIDYUT VITRAN NIGAM LIMITED**

(Commercial Deptt.) (Website-www.avvnl.com)

Corporate Identification Number (CIN)-U40109RJ2000SGC016482

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No. AVVNL/ CE(COMML)/XEN(C-II) /F./2016-17/D. 897 Ajmer Dated 13-06-2016

### Order

**Sub:- Simplification of procedure for obtaining new Electricity Connection in view of 'Ease of Doing Business'.**

In order to achieve the objective of 'Ease of Doing Business' regarding simplification of procedure of releasing new electricity connection, the following guidelines are hereby prescribed.

#### Application

An applicant (owner or a occupier of any premises) may apply for supplying electricity in prescribed application form (may be downloaded from the website of the Nigam) or On-Line through WSS facility available at Discom's WEB portal. The charges for new electric connection are payable as per provisions of TCOS-2004 (amended up to Dec 2012) . The following documents are required to be attached with the application form.

#### **(A) The documents required to be provided with application:**

**(1) Proof of ownership of premises (Any one of these):-** Title deed (Registry) / Possession letter issued by local body / RIICO / Industrial department / Certificate of revenue Deptt. In rural areas / Patta / Allotment letter / Partnership deed in case of Partnership firm / Any other document related to ownership.

**OR**

**Proof of tenancy( Any one of these) :-** Rent deed / consent of owner on Non-Judicial Stamp paper worth of Rs 50/- (along with paper of ownership of owner) / Any other relevant document.

**OR**

**Indemnity bond** on Non Judicial stamp paper worth Rs 500/- in case there is no consent of owner.

(2) **Authorization Document or ID & address proof ( any one of the following ):-** Authorization Document in case of Firm / Company- issued by the competent authority.

**OR**

Voter ID / Ration card / Adhar Card / Bhamashah Card / Passport / Driving License ( In case of individual application )

**(B) Timeline for Release of Connection:-**

In case of residential, Commercial & Industrial connections, if any new infrastructure is not required for releasing the connection, then the same should be released within 15 days from the date of receipt of completed application along with deposit of requisite amount. The time line for release of connection where system augmentation is required shall be as per TCOS-2004.

It is clarified that Self certification of installations / permission of Electrical Inspector as per provision of CEA ( Measures relating to Safety & Electric Supply ), Regulation -2010 (refer Comml Aj- 612 ) shall be obtained prior to release of connection.

**(C) Provision for getting new Electricity Connection ON LINE :-**

In case any new prospective applicant opts to apply ON LINE the facility is available under Web Self Service (WSS) at DISCOM's Web Portal. The procedure for ON LINE application will be as follows :-

(a) The required / mandatory documents as prescribed in para (A) above shall be collected by Junior Engineer / Authorised Employee of the DISCOM at the time of site verification, preparation of the estimate & technical feasibility report.

(b) The charges for new electricity connection (On-Line application ) including the application fee required to be deposited as per provisions of Part-II of TCOS-2004 shall be collected / recovered along with Demand Notice wherever the connection is feasible.

This Circular issued in suppression to earlier order no 850 dt. 05.06.2016 ( Comml Aj -614). All concerned are directed to make strict compliance of above instructions.



**(B. M. Bhamu)**  
**Chief Engineer (Comml.)**