



**Jaipur Vidyut Vitran Nigam Limited**

Shed No. 6 Jyoti Nagar, Jan path, Jaipur-302005  
Phone No. 0141-2747039 Fax No. 0141-2747039

JPD-6/416

NO.JPD/CAO(ATR)/Rev./F. /D. 208 Jaipur, dated 23/01/15

**ORDER**

**Sub:- Ensuring correctness of the MIS 3.1.**

It has come to notice of the Chairman Discoms that MIS 3.1 being generated at present under prevailing process does not depict true and fair picture of energy sold. Format MS-14, which has been prescribed to incorporate billing data of LIP, temporary and non-consumers in the MIS is being misused by some of the field officers by sending energy sales without being supported with corresponding assessment as per tariff. Such a practice has been viewed seriously and needs to be stopped forthwith. Though, manual billing of temporary consumers/non-consumers is likely to be dispensed with from the next financial year, however, till such billing software is developed and necessary arrangements are made, it is very much necessary to ensure that figures provided to the billing agencies through MS-14 are kept free from all possible errors.

With a view to ensure the above, the following instructions are hereby issued for strict compliance by all concerned:-

1. The AEN & ARO will ensure that figures of energy sold being sent through MS-14 are supported with the corresponding assessment as per tariff in force.

2. They will further ensure that monthly inventories of manual and LIP billing along with category wise abstract thereof are properly maintained and readily available for further verification /confirmation of MS-14.

3. Wherever HCLI billing software is in vogue, print of data entered in computer system for MS-14 will be taken and matched with the category wise figures of manual ledger mentioned above prior to submitting for MIS generation. Such prints will be signed by the ARO & AEN and kept in a separate file in safe custody for perusal of higher authorities and audit wing.

4. Wherever BCITS billing software is in use, category wise figures of manual ledger to be first filled in format MS-14 with utmost care and followed by counter signatures by the XEN concerned and sent to circle AO for checking and onward transmission to the billing agency for generation of MIS. Copy of MS-14 will, however, be kept in a separate file and in safe custody by the ARO for future references.

It is therefore enjoined upon all concerned to ensure that above instructions are followed strictly.

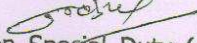
This bears the approval of the Chairman Discoms.

  
(Anurag Bhardwaj)  
Managing Director

Copy submitted/forwarded to the following for information & N.A.:-

1. The Advisor (Energy); Govt. of Rajasthan, Room No.223,  
Yojana Bhawan, Jaipur.
2. The Managing Director (AVVNL/Jd.VVNL), Ajmer/Jodhpur  
for similar action.
3. The Chief Engineer (Comm.),AVVNL/Jd.VVNL/JVVNL, Jaipur
4. The Chief Accounts Officer ( ),AVVNL/Jd.VVNL/JVVNL, \_\_\_\_\_
5. PA/TA to Director (Finance/Technical), AVVNL/Jd.VVNL/JVVNL, \_\_\_\_\_
6. The Superintending Engineer ( ),AVVNL/Jd.VVNL/JVVNL, \_\_\_\_\_  
for onward transmission to the concerned officers under his  
jurisdiction.
7. The Sr. A. O./A.O. ( ),AVVNL/Jd.VVNL/JVVNL, \_\_\_\_\_
8. M/S HCLI /BCITS, Jaipur.

Office of the Chief Engineer (PPM)  
Plan/Level/

  
Officer on Special Duty (ATR)