

**JODHPUR VIDYUT VITRAN NIGAM LIMITED**  
 Corporate Identity Number (CIN)- U40109RJ2000SGC016483  
 Regd. Office: New Power House, Jodhpur- 342003  
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No. F.1 ( )/Jd.VVNL /Ju. /CAO (B&R)/ Sr. AO (Rev.) / D. 1148 DT. 10/2/15

**ORDER 361**

**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 K&D 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 signature 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.

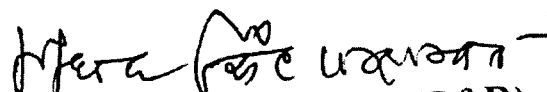
It is therefore enjoined upon all concerned to ensure that above instructions are followed strictly.

This bears the approval of the Chairman Discoms.

  
(Kirti Kachhawaha)  
Director (Finance)

Copy to the following for information and necessary action:-

1. The Chief Engineer (HQ/O&M-JDZ / BKZ/BMR), Jodhpur Discom, Jodhpur/Bikaner/Barmer.
2. The Secretary (Admn.), Jodhpur Discom, Jodhpur.
3. The Chief Accounts Officer (IA/W&M), Jodhpur Discom, Jodhpur/Jaipur.
4. The Addl. S.P. (Vig.), Jodhpur Discom, Jodhpur.
5. The Company Secretary, Jodhpur Discom, Jodhpur.
6. The Superintending Engineer (IT), Jodhpur Discom, Jodhpur. He is requested to upload this order on the Jodhpur Discom's web site.
7. The Superintending Engineer ( ), Jodhpur Discom, .....
8. The Sr. Accounts Officer ( ), Jodhpur Discom, Jodhpur / Bikaner.
9. The Dy. Director Personnel ( ), Jodhpur Discom, Jodhpur.
10. The Dy. S.P. (Vig.), Jodhpur Discom, .....
11. The Accounts Officer ( ), Jodhpur Discom, .....
12. The Executive Engineer (Legal Cell), Jodhpur Discom, Jodhpur.
13. The TA/ OSD to Director (Technical/Finance), Jodhpur Discom, Jodhpur.
14. The Assistant Director (PR), Jodhpur Discom, Jodhpur.
15. The P.A. to Chief Accounts Officer (B&R), JdVVNL, Jodhpur

  
Chief Accounts Officer (B&R)  
Jodhpur Discom, Jodhpur