

MP POWER TRANSMISSION COMPANY LIMITED

Regd. Office : Block No.2, Shakti Bhawan, P.O. Vidyut Nagar, Rampur,
Jabalpur, (MP)-482008

No.AS/MPPTCL/2561

Jabalpur, Dtd 07.09.2012

CIRCULAR

Sub : Modified set up of Civil Wing in MPPTCL as approved by the Board of Directors/Govt. Of Madhya Pradesh.

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The Board of Directors and Govt. Of M.P. have modified the Organizational Structure of MPPTCL. The modifications in the structure inter alia indicated a changed set up of Civil Wing. In-accordance with the new set up, the role of Civil Head Quarter shall be limited to technical guidance and the works pertaining to invitation of tenders for civil works, award of contract against such tenders and execution of civil works shall be done through EHT and T&C wings of the Company. The field set up of Civil Wing shall be placed either under EHT Wing or T&C Wing, with a view to ensure that there is smooth coordination among the Civil and other interrelated activities. It has also been decided that the civil works pertaining to construction of new EHV Sub-Stations and new buildings will be looked after by EHT Construction Wing while the civil works in the charged EHV Sub-Stations including construction of bays there, maintenance of such Sub-Stations, maintenance of the colony etc. will be looked after by T&C Wing.

2. The sanctioned strength of the officers in Civil Wing- attached both at the head quarter and the field set up of EHT/T&C field formations is indicated in **Appendix-I**.

3. The Head quarter of Addl.Chief Engineer (Civil-Trans.) will be at Jabalpur and his primary responsibilities shall be as indicated hereunder:

- (a) The Addl.Chief Engineer (Civil-Trans.), HQ Jabalpur will look after all Engineering planning, design and development of drawings for Civil structures in EHV Substations, control room buildings, office buildings, roads & bridges, etc. He will also render technical guidance on any matter pertaining to civil engineering referred to him by HODs of MPPTCL.
- (b) All Turn Key Contracts for EHV substations shall be awarded by the CE (Procurement). The scope of civil works involved in the turnkey contracts will be finalized by the CE (Procurement)/CE (EHT-Constn.) in consultation with Addl.CE (Civil-Tr.).
- (c) The Addl.CE (Civil) HQ will carry out inspection of all civil works as per the direction of MD.
- (d) General Monitoring and progress review of all works shall be done by the Addl.CE (Civil) HQ.
- (e) The award of contracts involving approval of MD or Business Committee in cases where civil works are involved will be routed through Addl.CE (Civil) HQ.

- (f) The matters pertaining to adoption of Unified Schedule of Rates or determination of rates for Non-USR items will be finalized in consultation with the Addl.CE (Civil) HQ.
- (g) The arbitration in civil work contracts shall be dealt in consultation with the Addl.CE (Civil) HQ.
- (h) If required, the audit replies for internal and A.G. Audit for civil works may be got vetted by the field officers from the Addl.CE (Civil) HQ before final submission to concerned authorities.
- (i) The maintenance of assets will be reviewed by the Addl.CE (Civil) HQ periodically and the records of property cell including that of opening balance sheet will also be maintained by the Addl.CE (Civil) HQ.

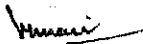
4. For dealing with the activities pertaining to Civil works involved in award of turn key and other erection contracts, an officer of the level of SE(Civil) and the other of the level of EE(Civil) will be posted in the O/o ED/CE(Procurement). Similarly, for the purpose of assessing quality of Civil works in turn key and other contracts, one officer of level of EE will be posted in the O/o CE(Quality Assurance, Maintenance & Inspection Cell).

5. In Civil(HQ), the Addl.CE(Civil) will be assisted by one SE, three EEs and three AEs and drawing/clerical staff.

6. In the field formations of EHT and T&C wings, one AE will be attached at each of the 7 T&C Circles, 5 EHT-Constn. Circles & 15 EHT-Constn. Divisions. Similarly, one JE will be attached at each of the 7 T&C Circles and 15 EHT-Constn. Divisions. The details of Civil wing personnel to be attached to field formations of EHT and T&C set up are enclosed as Appendix-II.

The above arrangement shall come into force with immediate effect. In accordance with it, the Addl.CE(Civil) HQ will organize handing over of works presently being dealt by Civil wing to EHT-Constn. wing and T&C wing wherever so required.

(BY ORDER)


(V.K.TEWARI)
CHIEF ENGINEER
(CORPORATE AFFAIRS)
MPPTCL: JABALPUR

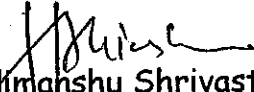
No. AS/MPPTCL/2562

Jabalpur, Dtd: 07/9/2012

Copy to:

1. The Addl.Secretary, GoMP, Energy Deptt.Vallabh Bhawan, Bhopal
2. The Director (Technical) MPPTCL, Jabalpur
3. The Executive Director (HRD) MPPTCL, Jabalpur
4. The Chief Engineer (T&C)/(T&P)/(Plg.& PS) (SLDC)/ (EHT-Maint.& Inspection)/ (EHT-Constn)/ (Civil-Tr.) MPPTCL, Jabalpur
5. The Chief Financial Officer, MPPTCL, Jabalpur
6. The Addl.Chief Engineer (CRA-Cell)/(Trans-Stores)/ (IT/ERP) MPPTCL, Jabalpur

7. The All Superintending Engineer _____ MPPTCL _____
8. The All Executive Engineer _____ MPPTCL _____
9. The Company Secretary/Welfare Officer/Confidential Officer,
O/o CE(CA) MPPTCL, Jabalpur.
10. The Staff Officer to MD, MPPTCL, Jabalpur
11. The Regional Accounts Officer, MPPTCL, Jabalpur/Bhopal /Indore
- ~~12.~~ The Web Master, MPPTCL, Jabalpur
13. Circular/Order file
14. Central Library, MPPMCL, Jabalpur


(Himanshu Shrivastava)
Executive Engineer
O/o Chief Engineer(CA)
MPPTCL : Jabalpur

Appendix-I

ACE	1	Civil HQ
SE	2	1- Civil HQ, 1- Procurement Cell
EE	5	3- Civil HQ, 1- Procurement Cell, 1 - Quality Assurance, Maintenance & Inspection Cell.
AE	30	3-Civil HQ, 1 each at 7 T&C Circles 1 each at 5 EHT-C Circles 1 each at 15 EHT-C Divisions
JE	22	1 each at 7 T&C Circles 1 each at 15 EHT-C Divisions

T&C Circle (7)	EHT-C (5)	EHT-C Divisions (15)
* Jabalpur * Satna * Sagar * Bhopal * Gwalior * Ujjain * Indore	*Jabalpur *Bhopal *Indore *Gwalior *Proposed	*Jabalpur *Satna *Bina *Gwalior *Itarsi *Bhopal *Barwaha * Indore *Ujjain *Barwaha-II *Jabalpur-II *Shivpuri *Sagar *Proposed I *Proposed II

Appendix-II

Civil Staff To be Attached to T&C and EHT-C Field Formations

Cadre	Total in 7 No. T&C Circles	Total in 5 No. EHT-C Circles	Total in 15 No. EHT-C Dns.
AE(Civil)	7	5	15
JE(Civil)	7	—	15
Civil Supervisor	1	—	—
Sr.Civil Asstt.	5	—	—
Civil Asstt.	—	—	15
Sr.Civil Attdt.	14	—	15
Civil Attdt.	70	—	15