

Minutes of Meeting

Subject:	Minutes of Kick-off and Review meeting alongwith with representatives of respective Turnkey Contractor(s), PMA (WAPCOS for DDUGJY and ERDA for IPDS) and concerned DHBVN Officers for implementation of DDUGJY & IPDS Scheme in DHBVN.
Date of Meeting: 31, March, 2017	Location of Meeting: DHBVN Conference Hall, Vidyut Sadan, Vidyut Nagar, Hisar
Members Present: As per Annexure A	

At the outset of the meeting Director/Projects, DHBVN Hisar welcomed all the participants. The Director/Projects emphasized that the DDUGJY and IPDS schemes are flagship programmes of Government of India with REC and PFC being the Nodal agencies for implementation of the respective projects. It was also conveyed that the various works under DDUGJY & IPDS have been recently awarded to the turnkey contractors. As such, it was required to review the progress of the DDUGJY projects awarded in January, 2017 and to sensitize all stakeholders for implementation of DDUGJY and IPDS projects in DHBVN, the present meeting was called.

The representatives of WAPCOS Ltd., Hisar (Project Monitoring Agency of DDUGJY Scheme in DHBVN) and ERDA Ltd., Hisar (Project Monitoring Agency of IPDS in DHBVN) has given a power point presentation in which the guidelines of DDUGJY and IPDS Schemes were elaborated in detail. The following aspects have been discussed, decided in the meeting:-

- The Director/Projects emphasized that the implementation of both DDUGJY and IPDS schemes has to be done in true letter and spirit by the respective Turnkey Contractor(s), Project Monitoring Agencies (PMA) and field officer of DHBVN. The Director/Projects has further reiterated that proper Quality checks be ensured during the implementation of ibid schemes and requested to execute the DDUGJY and IPDS projects in DHBVN as per the provisions mentioned in the Standard Bidding Documents and Guidelines imparted by respective nodal agencies i.e. REC and PFC.

A. General Guidelines for execution of works under DDUGJY and IPDS

1. The Director/Projects directed to use videography during Quality and Quantity checking while implementation of the project and proper record at the level of PMA, turnkey contractor and Nodal officer shall be maintained. The record of videography in the form of CD/DVD be maintained along with every inspection report.
2. The Chief Engineer/PD&C instructed that the turnkey contractors to provide the below mentioned deliverables at the earliest:-

- 2.1 PERT Chart for each allotted project be submitted immediately.
- 2.2 The joint foot survey by representative of respective turnkey contractor, PMA and nodal officer shall be completed within one month from the date of issuance of LOA. While surveying, existing electrical infrastructure in the locality should also be mapped and Line alignment (single line diagram) on political map with fair correctness clearly indicating the GPS coordinates, shall have to be prepared. SLD and joint foot survey report shall be approved by the respective nodal officer and shall be used as basic document for assessment of works under the contract.
- 2.3 The sign board as per tender provision be installed before starting of the foot survey for wide awareness of the DDUGJY / IPDS scheme in General Public and target of 100% House holds electrification be achieved.
- 2.4 It was also clarified that the work under DDUGJY / IPDS shall be started from the village selected for Sansad Gram Adarsh Yojna and in the presence of concerned MP. Concerned Nodal officer and turnkey contractor has to adhere this instruction of REC in true letter and spirit.
- 2.5 The turnkey contractor shall have to maintain the separate store in the project jurisdiction area for each project to avoid any misappropriation of material.
- 2.6 It was decided that the dispatch instructions of the material to be supplied for IPDS / DDUGJY project shall be issued only after approval of joint foot survey by nodal officer.
- 2.7 Manpower Deployment Plan against each of DDUGJY/ IPDS project to be submitted before start of work and the same has to be adhered upto the completion of work.
- 2.8 Monthly Progress report (MPR) is to be submitted by the 10th of every month having details with all completed work, ongoing and scheduled activities for next month.
- 2.9 The details of approved /empanelled vendor from where materials are to be procured, the required documents along with manufacturer authorisation form of the vendor be submitted for empanelment.
- 2.10 Manufacturing Quality Plan (MQP) /GTP /Drawings/ manufacturer authorisation form of approved empanelled vendor are to be submitted.
3. Respective Project monitoring agencies (PMA) were directed to submit the Comprehensive field Quality Plan (FQP) covering all the details related to the erection & testing of Distribution Transformers (DT) Sub-Station, 11 KV lines and LT lines.
4. Review meeting be called weekly at the level of nodal officer and at the level of CE/PD&C monthly.
5. Nodal officers were also directed to take necessary action for successful implementation of the DDUGJY /IPDS projects.
6. The turnkey contractors were directed to communicate their issues/grievances, if any, at an early stage in writing to DHBVN for timely resolution of the same.

7. It was agreed that the village wise list of BPL beneficiary, where electric connections are to be released under the DDUGJY scheme, will be provided by the Nodal officer of the project of the turnkey contractors centrally.
8. It was intimated by M/s Agarwal Traders, Behal Bhiwani that during foot survey of IPDS project of Bhiwani and Narnaul projects, it was found that 11 kV feeders proposed under the project are having linkages with the proposed 33 kV substations, the work for which are still not awarded and it is gathered that even in some cases, the land is yet not finalized. In this context, it is clarified that project execution of 11 kV works and 33 kV Substations, the concerned SE/OP Circle is the final authority, thus for the cases, where there is linkage of 11 kV feeders with the proposed 33 kV substations, a separate proposal from respective nodal officer in consultation with PMA and turnkey contractor shall be submitted to the office of CE/PD&C, DHBVN, Hisar for getting the approval of the same from respective nodal agency.
9. The Nodal officers are also directed to expedite the proposals of 33 kV substations proposed under DDUGJY/ IPDS scheme.

B. Review of already awarded projects under DDUGJY

1) DDUGJY project of Jind District (TED-240)

The representatives of the turnkey contractor, M/s Agarwal Traders, Bhiwani and Project Monitoring Agency (PMA), M/s WAPCOS Ltd., Hisar highlighted the following issues faced during the ongoing foot survey:-

- 1.1 As per supplementary DPR of Jind District, 118 Nos. BPL HHs proposed to be electrified in Makhand and Khatkar Villages of Uchana Block under Sansad Adarsh Gram Yojana (SAGY). During the foot survey, it has come to notice that, BPL houses (where BPL connections are to be made) have not been constructed till date and only plots were present at the location.

It was informed to all concerned that the electrification of plots were earlier taken up under the scheme named "Mahatma Gandhi Gramin Basti Yojna" and under DDUGJY, along with village electrification, the electric connection to the BPL households are also to be released, as such it is clearly informed to all stakeholders that electrification of bastis developed under "Mahatma Gandhi Gramin Basti Yojna" is not to be covered under the DDUGJY scheme.

2) DDUGJY project of Hisar District (TED-243)

The representatives of the turnkey contractor, M/s Duhan Electric Works, Hisar and Project Monitoring Agency (PMA), M/s WAPCOS Ltd., Hisar highlighted the following issues faced during the ongoing foot survey:-

- 2.1 During the foot survey of Hisar district, it was found that the Conversion of existing LT line to AB Cable works have already been completed in some of the

villages under the scheme named "Mhara Gaon- Jagmag Gaon Yojana" of State Government, thus the actual quantum of work may be reduced.

It was informed to all concerned that as the supplementary DPRs were prepared long back, as such it was decided that nodal officer should take care that if the electrification works have been completed in a particular village under the scheme named "Mhara Gaon- Jagmag Gaon Yojana" of State Government, then that village should not be taken in the joint foot survey to avoid any duplicacy of work. However, the work sanctioned for that villages may be carried out in nearby villages in consultation with nodal officer and separate record of foot survey be maintained for getting the same approved from nodal agency later on.

- 2.2 During last Kick-off Meeting held on dated 27.02.2017, it was agreed upon that the respective circle offices will provide the consumer wise details of BPL Households proposed to be electrified. However the details are yet to be provided by the Nodal Officer of the corresponding Circle/ Field offices.

It was instructed to the turnkey contractors to coordinate with the concerned Nodal Officer of DDUGJY projects for the BPL list.

Direction/Projects against requested to all the stakeholders i.e. turnkey contractors, PMAs (WAPCOS and ERDA) and field officers of DHBVN to work as a team in synchronized manner for successful implementation of DDUGJY and IPDS projects in a time bound manner.

The meeting ended with vote of thanks to the Chair.


Chief Engineer/PD&C,
DHBVN, Hisar

Endst No: U-10/DD-295


Dated: 12/04/2017

Copy of the above is forwarded to the following for information and further necessary action:-

1. PS to Director/Projects, DHBVN, Hisar for kind information of Director, please.
2. CE/OP, DHBVN, Hisar / Delhi for information, please.
3. SE/OP Circle, Sirsa/ Hisar/ Jind / Bhiwani/ Narnaul for information and necessary action, please. Being nodal officer of the projects, you are requested to sensitize

the field officers regarding the implementation of the projects and open darbar may kindly be got conducted in the field for wise awareness of the scheme in Public.

4. FA&CAO/PD&C, DHBVN, Hisar for information, please. It is requested that as the work orders have been issued to the turnkey contractor, thus the matter may be taken with FA/HQ, DHBVN, Hisar / REC for getting the budget provision, please.
5. M/s PFC 'Urjanidhi', 1, Barakhamba Lane, Connaught Placc, New Delhi-110 001.
6. M/s Rural Electrification Corporation, Bay No. 7-8, Sector 2, Panchkula, Haryana.
7. M/s Agarwal Traders, Nai Mandi, Behal, Bhiwani.
8. M/s Ridhi Sidhi Const. Company, Nandan Vatika, Surkhab Chowk, Hisar Road, Sirsa.
9. M/s Duhan Electric Works, Plot: 9-10 Shant Vihar, Behind Suncity Mall, Delhi Road, Hisar.
10. M/s SKG Construction Company, Opp. Panchayat Bhawan, Mohindergarh Road, Narnaul, Haryana.
11. M/s WAPCOS Ltd., 217, UE-II, Hisar for kind information, please. It is requested to start the post award activities in consultation with the nodal officer and turnkey contractor, please.
12. M/s ERDA, House No. 102, Old MITC Colony, Vidyut Nagar, Hisar for kind information, please. It is requested to start the post award activities in consultation with the nodal officer and turnkey contractor, please.


Superintending Engineer/P&D,
For CE/PD&C, DHBVN, Hisar.