



DAKSHIN HARYANA BIJLI VITRAN NIGAM

Regd. Office: Vidyut Sadan, Vidyut Nagar, Hisar – 125 005 (Haryana)

Telephone: 01662-223254 (O), 01662-223254 (Fax)

E-mail: xenmon@gmail.com

O/O. DGM/Monitoring, DHBVN, Hisar

Instruction No. 39/MON/2009

To

1. All CGMs, under DHBVN.
2. All G.Ms (OP) under DHBVN.

Memo No:-Ch-3/MON-260/Vol-1

Dated:06.03.2009

Subject: Inspection of material.

It has come to the notice of the management that proper inspection of the material being received against various Purchase Orders and Turn Key work orders are not being got carried out before their receipt/installation. With this the material being received/installed is not ensured to be as per technical specification of the Nigam/Relevant ISS. So as to ensure the quality of the material being received against purchase order/work order it has now been decided to carry out the inspection of material only through authorized 3rd Party Inspecting Agencies of the Nigam in a systematic way. Presently M/s NPCIL, New Delhi and M/s ERDA Baroda are the authorized Agencies and matter to include some more agencies is under consideration. The inspection shall be carried out by the presently authorized 3rd party inspecting agencies only i.e M/s NPCIL, New Delhi and M/s ERDA, Baroda on roaster basis (turn by turn) for which a proper record shall be maintained by the concerned offices. In case the officer i.e. CE(P&D)/CE(MM)/CE(Ops)/SE(Ops) who authorize the inspection feel that a particular inspection needs to be done by breaking the roaster or through departmental officers the written approval of next higher authority be obtained. The authorities who order inspections must maintain a roster register clearly indicating each & every inspection ordered in a sequence. It shall be clearly mentioned that inspection shall be carried out/asked for strictly as per provisions of Nigam's technical specification/relevant ISS. The report so received from inspecting agency shall be scrutinized properly keeping in view the provision of Nigam's technical specification/relevant ISS.

Further it shall be ensured that stage inspection & final inspection of the transformers being received against purchase order & turnkey work orders are got carried out before issuing dispatch instructions to the firm and further post receipt inspection shall be carried out by the committee already constituted for the purpose.

The matter for getting the material inspected from 3rd Party Inspecting Agency shall be taken up on priority by concerned office at his personal level.

The above instructions shall be applicable to head office as well as field offices.

It shall be ensured that above instructions are complied with meticulously with immediate effect.

This issues with the approval of MD, DHBVN.

**DGM/Monitoring,
DHBVN, Hisar.**

Endst.No Ch-3/MON-260/Vol-1

Dated:06.03.2009

Copy of the above is forwarded to the following for information please:-

1. SPS to MD, DHBVNL, Hisar.
2. SPS to Director (OP),DHBVNL, Hisar.
3. PS to Director/Projects, DHBVNL, Hisar
4. Company Secretary, DHBVNL, Hisar.
5. Secretary, Redressal Forum, DHBVNL, Hisar.
6. Chief Communication Officer, DHBVN, Hisar.