

DAKSHIN HARYANA BIJLI VITRAN NIGAM

Sales Instruction No. 3/2014

From

CE/Commercial,
DHBVN, Hisar.

To

All CEs/SEs/XENs/SDOs/OP,
JEs-I, Incharge Sub office, in DHBVN.

Memo No.Ch-3/GM/C/R-17/54/2014/S/C

Dated: 3/3/2014

Subject: Online filing of application for new connection.

Please refer to Sales Circular No. D-05/2014 dated 20/1/2014 vide which the guidelines for Online filing of application for new connections have been circulated i.e .

For expediting the timely release of connections of Industrial consumer & high value consumers of other categories various directions have been issued from time to time. As a move to have transparent and visible process, new web-based software applications have been made functional by DHBVN on the web-site of DHBVN for which trainings in the field have already been organized. In this connection following directions are to be followed:-

1. The online application facility is available for all industrial (HT / LT) connections and for other categories where the load applied for is more than 20 KW. All application received in these categories have to be processed online through new software only.
2. For all applications received in manual form after 1st January, 2014, the same should be manually entered into the new online new connection system. It should be a regular exercise. Entry to be made on the same day.
3. Wherever the consumer applies online, it is automatically available in the system and wherever the consumer comes forward for deposit of physical application in the sub-division, the same should be entered online by the concerned sub-division official on the same day.
4. The Login-Id & Password for all the Offices will be supplied by the office DGM/IT, DHBVN, Hisar and it is requested to change the password immediately.
5. Concerned XEN/OP shall ensure that all the applications are entered online and concerned SE/OP shall be held responsible for non-compliance.
6. In case of any difficulty in implementation, the same be immediately clarified from the office of DGM/IT, DHBVN, Hisar and there should not be any excuse on this point.
Now, the matter has again been deliberated and decided in addition to the above i.e
7. The concerned SDO /XEN/SE will display on the notice board in front of their office regarding the web site and procedure for online filling of applications.
8. It will be ensured that all the columns of the A & A form are filled properly otherwise the application will not be processed.

The above instructions should be brought to the notice of all concerned for careful and meticulous compliance.

**CE/Commercial,
DHBVN, Hisar.**