


## Minutes of meeting

**Subject:** Meeting held in the chamber of office of SE (OP) Circle DHBVN Palwal on dated 06.06.2017 at 11:00 AM regarding IPDS project of Palwal Circle under NIT No-TED-258.

The meeting was held in the office of SE (OP) Circle Palwal/ Nodal officer for IPDS project regarding IPDS project of Palwal Circle under NIT No TED-258. The following issues were discussed in the meeting:-

- 1 The Firm's responsible member was not present in the meeting. The meeting was attended by Mr Sanjay Siwach representative of M/s Duhan Electric works. The nodal officer took a serious note of it and directed that responsible person should be present in future meetings.
- 2 The location of the Bill Boards was finalized by Nodal officer and advised the firm to install the bill boards at the earliest as the time period for installation of bill board was two weeks from the issue of LOA.
- 3 The concerned officers were directed to provide the location of distribution transformer required to be installed as per the scheme.
- 4 The firm is advised to complete the survey after getting the details with in fifteen days.
- 5 The next meeting for monitoring the progress of the project was finalized and schedule on dated 22.06.2017 at 3:00 PM.
- 6 The meeting was attended by all the officers as per the attendance sheet enclosed.

The meeting ended with a vote of thanks to the chair and all the officers who attended the meeting.

  
SE (OP) Circle  
DHBVN Palwal

Endst No 1417

Dated 6/6/17

CC to :

- 1 CE/PD&C, DHBVN Hisar for kind information please.
- 2 ERDA, H No 102/V Vidyut Nagar, Hisar for kind information.

SE/OP107