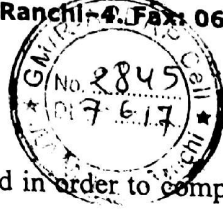




# JHARKHAND URJA VIKAS NIGAM LIMITED

(CIN: U40108JH2013SGC001702)  
Engineering Building, HEC, Dhurwa, Ranchi-4. Fax: 0651-2400799

Office Order No. 1064.....



Dated 07.06.2017

Under "Ease of Doing Business" and in order to comply the evaluation point of Department of Industrial Promotion and policy (DIPP) under Ministry of Commerce and Industry, Govt. of India in obtaining new Electric Service Connection, a five members committee was constituted vide office order No. 778 dated 21.04.2017 and based on committee recommendation following guidelines has been proposed for providing fresh electricity connection.

- 1) All manual process of obtaining new connection to be stopped from 1<sup>st</sup> July and only online mode of request of application for new Electric Service Connection will be applicable to avoid physical touch point in compliance to DIPP Point No.288.
- 2) Fresh Electric Service Connection up to 150 KVA without distribution network extension and Right of Way issues, has to be released within 7 days as stipulated below in compliance to DIPP Point No.289

Sl. No.	Name of Service	Work	Responsibility	Days	Appellate
1	New Electric Service Connection	Online request for new connection can be made online at <a href="http://jbvnl.co.in/">jbvnl.co.in/</a> <a href="http://advantage.jharkhand.gov.in/SingleWindow/">advantage.jharkhand.gov.in/SingleWindow/</a> Sub division office CSC Pragya Kendra (20 rupees chargeable basis)/	Applicant	0	
2		After successful submission and uploading of document system generated initial demand note will be issued Payment of initial demand note has to be made by applicant (Payment can be made online at <a href="http://jbvnl.co.in/">jbvnl.co.in/</a> <a href="http://advantage.jharkhand.gov.in/SingleWindow/">advantage.jharkhand.gov.in/SingleWindow/</a> Sub division office)	Applicant	0	
3		Request receiving	AEE	1	EEE
4		Assign to JEE for site verification	AEE		
5		Site verification by JEE and uploading of data and estimate preparation	JEE	2	AEE
6		Estimate sanction and W.O. as per D.O.F.P.	AEE/EEE/ESE	1	EEE/ESE /GM
7		Physical release of service connection and uploading of service connection report for billing module.	JEE	3	AEE

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3.) Fresh Electric Service Connection up to 150 KVA with distribution network extension. Right of Way issues has to be released within 15 days stipulated time frame as detailed below compliance to DIPP Point No.289.

Sl No	Name of Service	Work	Responsibility	Days	Appet...
1	New Electric Service Connection	Online request for new connection can be made online at <a href="http://jbvnl.co.in/advantage.jharkhand.gov.in">jbvnl.co.in/advantage.jharkhand.gov.in</a> Single Window/ Sub division office CSC Pragma Kendra (20 rupees chargeable basis)	Applicant	0	
2		After successful submission and uploading of document system generated initial demand note will be issued Payment of initial demand note has to be made by applicant (Payment can be made online at <a href="http://jbvnl.co.in/advantage.jharkhand.gov.in">jbvnl.co.in/advantage.jharkhand.gov.in</a> Single Window/ Sub division office)	Applicant	0	
3		Request receiving and assigning to JEE	AEE	1	EEE
4		Site verification by JEE and uploading of data and estimate preparation	JEE	3	AEE
5		Estimate sanction and intimation to applicant	AEE/EEE/ESE	1	EEE/ESE/GM
6		Deposit of estimate cost for line extension	Applicant/ JBVNL		
7		After deposit, issue work order assign work to registered working contractor.	ESE/ EEE	1	GM
8		Erection work by agency	AEE/EEE/ Agency	7	ESE
9		Physical release of service connection and uploading of service connection report for billing module.	JEE/AEE/EEE	2	AEE

- 3) In case of new electric connection covered under Scheme (10<sup>th</sup> Plan, 12<sup>th</sup> Plan/DDUGJY etc.) for BPL & APL online process will be completed at sub division Office in which applicant will be charged only Application Fee and Security Deposit either on upfront basis or installment basis.
- 4) In normal condition JBVNL will provide all the material as per specification and the load based material estimate prepared on the basis of approved cost data. In case Applicant opt to provide their own service material they can provide with proper specification/approved vendor along with purchase invoice.

- 5) ESE Circle will ensure to engage sufficient number of licensed electrical contractor/existing billing agency for a fixed tenure not less than one year at the circle level, who will maintain the requisite stock of the service material to provide the service connection within the stipulated time frame as soon as they received the work order for service connection.
- 6) Applicant will deposit initial demand note including service material cost online using Payment Gateway and fund will be received in designated Nigam Hqr. Account. The Accounts wing of the Nigam Hqr. will ensure weekly remittance of service material cost received in the said designated account to concerned circle account as per system generated MIS for release of payment against New service connection to the concerned circle. Accordingly, the contractor will be paid the service material cost and labour charges after submission of Meter installation report duly signed by applicant, officer concerned and contractor from circle office.
- 7) For grant of new service connection only two documents would be required from the applicant (1) Proof of identity and (2) Proof of ownership/ occupancy (3) Authorization letter in case of firm/ company/ organization).
- 8) Detail procedural guidelines for issue of fresh electric connection through online system is enclosed as (Annexure-I)

Sd/-  
(Rajeev Ranjan Kumar)  
General Manager (P&GA)

Memo No. ...843...../ Ranchi

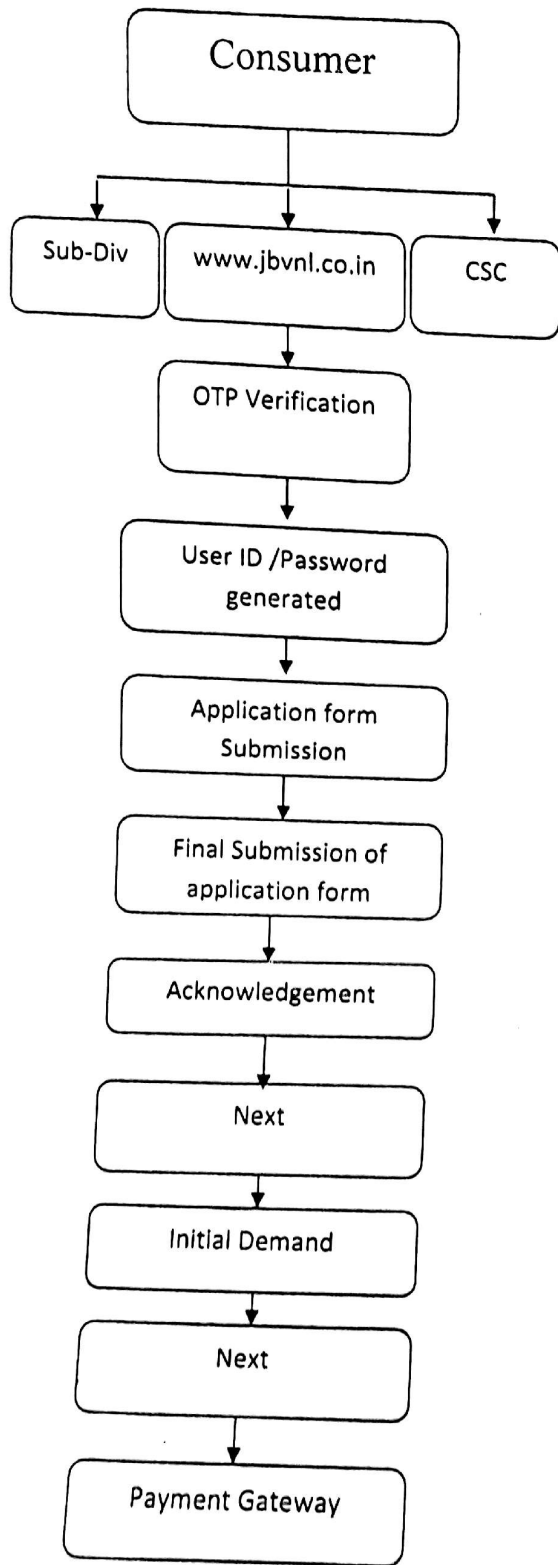
dated 07.06.17.

Copy forwarded to All General Manager-cum-Chief Engineer, Electric Supply Area/ G.M. (R-APDRP)/ Chief Engineer (S&D)/ Chief Engineer (RE)/ Chief Engineer (S&P)/ Chief Engineer (C&R)/ Chief Engineer (APDRP)/ Chief Engineer (Planning Tech. Audit)/ Chief Engineer (Inspection)/ Finance Controller-II, JBVNL/ Sr. Law Advisor-cum-Addl. Secretary, JUVNL/ All Electrical Superintending Engineer, Electric Supply Circle/ All DGM/ All Electrical Executive Engineer, Electric Supply Division for information & necessary action.

(Rajeev Ranjan Kumar)  
General Manager (P&GA)

# Jharkhand Bijli Vitran Nigam Limited

## New Service Connection application flow



Any applicant willing to take New Service Connection can apply  
Div/[www.jbvn.co.in/CSC\(Pragra Kendra\)](http://www.jbvn.co.in/CSC(Pragra%20Kendra))

If Consumer apply through [www.jbvn.co.in](http://www.jbvn.co.in)

Consumer registration will be verified through OTP on provided mobile.

After OTP verification applicant registration userid/passw would be generated and sent via email/mobile.

Applicant will fill-up the details form and upload the requested document.

After verifying the filled data and uploaded document applicant will submit the final form.

Acknowledgment will be generated, provide through email/SMS/Pri

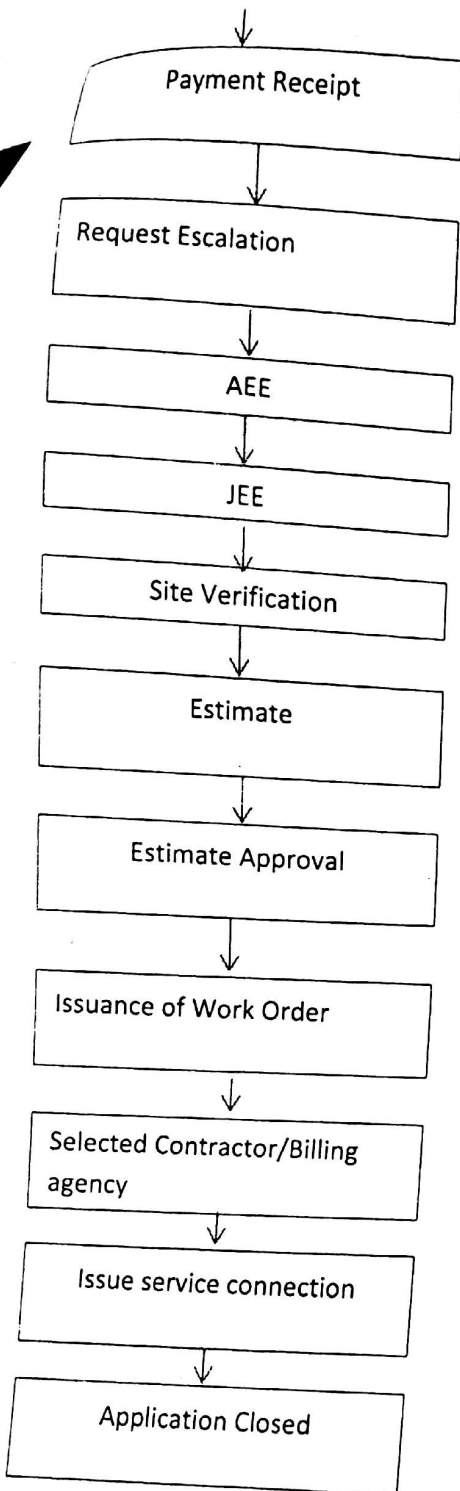
Applicant if wishes can move to next step for generation of load bas initial demand note.

Load based initial demand note will be generated and send to applicant via email/SMS/ Print.

If applicant wishes to pay the demand online will proceed further.

Applicant will be provided a gateway for payment of demand via debit/Credit card /Net-Banking/ or Sub-Division office .

at the app



Payment Receipt will be generated

New connection request will be escalated to concerned AEE through the system with notification to Email/SMS

AEE checks the application and assign for site verification to concern JEE through system.

JEE will return the request with notification on Email/ SMS

JEE will Print out the application form along with blank site verification form, Captures the site demand in the form

JEE upload the detail of site verification to prepare the estimate and forward to higher office for approval

AEE will receive the estimate with alert on email/SMS . He will either approve the estimate or forward to higher office.

AEE will issue work order to JEE .

Selected licensed electrical contractor/billing agency will get work order via notification (email/sms)

Contractor will install all service material along with meter and prepare meter installation report which will be duly signed by consumer/contractor/office of JBVNL

Service connection details send to billing module and application closed.