MANUAL-1

**Particulars of Organization, Functions and Duties**

[Section-4(1) (b) (i)]

About TP Western Odisha Distribution Limited (TPWODL)

TP Western Odisha Distribution Limited (TPWODL) is a joint venture between Tata Power and the Government of Odisha with the majority stake being held by Tata Power Company (51%). TPWODL serves a population of more than 1 Crore with Customer Base of 20.74 lacs (approx.) and a vast Distribution Area in Western part of Odisha covering 48,000 sq km divided in to 5 cirles for distribution operation viz.: Rourkela, Sambalpur, Bargarh, Bolangir & Bhawanipatna Circles respectively. It covers nine districts of Western Odisha such as Sundergarh, Jharsuguda, Deogarh, Sambalpur, Bargarh, Bolangir, Sonepur, Kalahandi and Nuapada. It receives power from GRIDCO at 33KV at various supply points using vast networks of State Transmission Utility (OPTCL) and maintains extensive 33KV, 11KV and LT overhead networks for distribution of electric supply over entire area of its operation. In order to provide stable and reliable & uninterupted power supply and to attend to consumers for their complaints, the distribution area has been further divided into 17 Divisions, 57 Sub-Divisions & 201 Sections.

1. Bolangir Circle consisting of Bolangir, Titilagarh, Sonepur Divisions.
2. Sambalpur Circle consisting of Sambalpur, Sambalpur (East), Jharsuguda, Brajrajnagar and Deogarh Electrical Divisions.
3. Bargarh Circle consisting of Bargarh & Bargarh West Electrical Divisions.
4. Rourkela Circle consisting of Rourkela, Rourkela Sadar, Rajgangpur & Sundargarh Electrical Division.
5. Kalahandi Circle consisting of Kalahandi East & Kalahandi West and Nuapada Electrical Division.

At TP Western Odisha Distribution Limited, the focus is on reliable power supply, enhanced customer services and to reduce the existing AT&C losses of 28.56% in a systematic manner. All this will be achieved by upgrading the present distribution infrastructure, adopting new technologies and provide various digital services to our customers. The acquision of stakes from erstwhile WESCO & its background is provided at **“Annexure- A"**

**About the Joint Venture Partners**

**GRIDCO Ltd.**

GRIDCO Ltd. Incorporated under the provisions of Companies Act 1956, carried on the business of transmission and bulk supply of electricity and other related activities under an exclusive license issued by Odisha Electricity Regulatory Commission. Consequent upon enactment of Electricity Act, 2003, the transmission related activities of the Company were transferred and vested with Odisha Power Transmission Corporation Limited, a wholly owned undertaking of the State Government through Odisha Electricity Reforms (Transfer of Transmission and Related Activities) Scheme, 2005 with effect from 09.06.2005. After separation, GRIDCO is presently engaged in business of bulk purchase and bulk sale of power to the four Distribution Companies inside the State and trading of surplus power through traders to promote exchange of power with neighbouring States in the country.

Renewable Energy Development: As the State Nodal Agency for implementing the Odisha Renewable Energy Policy, 2022, GRIDCO aims to develop 10,000 MW of renewable energy projects in the state.

Investment in Renewable Energy: During the 'Utkarsh Odisha – Make in Odisha Conclave 2025', GRIDCO attracted investment proposals totaling ₹4.33 lakh crore in the renewable energy sector, underscoring its dedication to expanding sustainable energy infrastructure in the state.

**Tata Power**

Tata Power is India’s largest integrated power company with a significant international presence. The Company has an installed generation capacity of 12808 MW in India and a presence in all the segments of power sector, viz Fuel & Logistics, Generation (thermal, hydro, solar and wind), Transmission, Distribution and Trading.

It has successful public-private partnerships in Generation, Transmission and Distribution in India namely “Tata Power Delhi Distribution Limited” with Delhi Government for distribution in North Delhi, ‘Powerlinks Transmission Ltd.’ with Power Grid Corporation of India Ltd. for evacuation of Power from Tala hydro plant in Bhutan to Delhi and ‘Maithon Power Ltd.’with Damodar Valley Corporation for a 1050 MW Mega Power Project at Jharkhand. It is one of the largest renewable energy players in India and has developed the country’s first 4000 MW Ultra Mega Power Project at Mundra (Gujarat) based on super-critical technology. Tata Power has signed a Distribution Franchisee Agreement (DFA) with Ajmer Vidyut Vitran Nigam Limited (AVVNL) and formed a Special Purpose Vehicle (SPV) “TP Ajmer Distribution Limited” (TPADL), to cater to the power requirements of customers in Ajmer for a period of 20 years.

Tata Power has indepth experience in electricity distribution in Mumbai, Delhi and Ajmer, its performances has set a benchmark in Delhi for the last 17 years, where losses have been brought down from a high of 53% in 2002 to approximately 7.9% in March 2019. In addition to loss reduction, customer experience has been enhanced by providing one-stop solutions, from state-of-the-art Call Centers and Consumer Care Centers to effective communication and deployment of customer-centric process, creating Customer Delight.

Tata Power now distributes power to the entire state of Odisha. Tata Power is now serving more than 95 Lakh distribution consumers in India (Mumbai, Delhi, Ajmer, Central Odisha, Western Odisha, Northern Odisha and Southern Odisha)

|  |  |  |
| --- | --- | --- |
| **TPWODL AT A GLANCE AS ON 31.03.2024** | |  |
| A. | Total Customers | 2074615 |
|  | Domestic - 165872(Rural - 1635398, Urban - 328511),  Commercial - 87908, Industry - 5864, Irrigation - 66518,  Others - 17895 |  |
|  | Domestic - 88.36% (Rural Domestic - 81.08%, Urban Domestic - 18.92%)  Commercial - 5.21%, Industry - 0.30%, Irrigation - 4.44%, Others - 1.68%) |  |
| B. | Total Input (in MU) | 12752.41 |
| C. | Total Billing (in MU) | 10643.73 |
| D. | Total Billing (in Rupees Cr.) | 6285.88 |
| E. | Total Collection (in Rupees Cr.) | 6363.45 |
| F. | Total Transmission & Distribution loss (%) | 16.54% |
| G. | AT & C Loss (%) | 15.51% |
| H. | BST Bill (in MUs) | 12743.06 |
| I. | Total number of metered consumers | 2050275 |
|  | Total OK metered consumers | 1903148 |
|  | Total defective metered consumers | 147127 |
| J. | Total Villages Electrified (shared by Works & Planning team) | 11,234 |
| K. | Total Govt. LI points Energised | 11,784 |
| L. | Total Private points Energised | 84,291 |
| M. | Total Employees of all category (to be taken from HR) |  |
| N. | Total no. of Offices |  |
|  | Circle | 5 |
|  | Divisions | 17 |
|  | Sub-Divisions | 57 |
|  | Sections | 201 |
|  | Grievance Redressal Forum (from Legal) | 05 |
|  | Ombudsman (from Legal) | 01 |
|  | Energy Police Station | NIL |
|  | Call Centre | 01 |
|  |  |  |
| **TOTAL ASSETS AS ON 31.03.2024** | |  |
| (i) | 33KV Lines | 5902 |
| (ii) | 11KV Lines | 52997 |
| (iii) | LT Lines | 72987 |
| (iv) | 33/11KV Sub-stations | 315 |
| (v) | 33/11KV Transformers | 699 |
| (vi) | 11/0.4KV and 33/0.4KV Transformers | 81555 |
| (vii) | 33KV feeders | 196 |
| (viii) | 11KV feeders | 1225 |

**VISION, MISSION AND VALUE (VMV)**

**VISION**

To be the preferred power distribution company for consumers by providing reliable, safe, affordable supply with environment friendly innovative energy solutions by creation values for all stakeholders.

|  |
| --- |
| **MISSION** |
| **I**nnovate to provide environment friendly energy solutions to all stakeholders |
| **D**emonstrate excellence in our work to reduce AT&C Loss to single digit |
| **O**utreach to the last consumer connected with safety and technology |
| **B**ethe company of choice for all stakeholders |
| **E**mpower Employee, nurture talents to create an agile and future ready workforce |
| **S**ervice excellence with customer centric approach |
| **T**rust, Transparency and Teamwork to achieve our goal |

**VALUES-SAFETY, CARE, AGILITY, LEARNING, ETHICS**

**S**-Safety is a core value over which no business objective can have a higher priority

**C-**Care for Stakeholders, our Environment, Customers and Shareholders - both existing and potential, our Community and our People (our employees and partners)

**A-**Agility Speed, Responsiveness and being Proactive, achieved through Collaboration and Empowering Employees

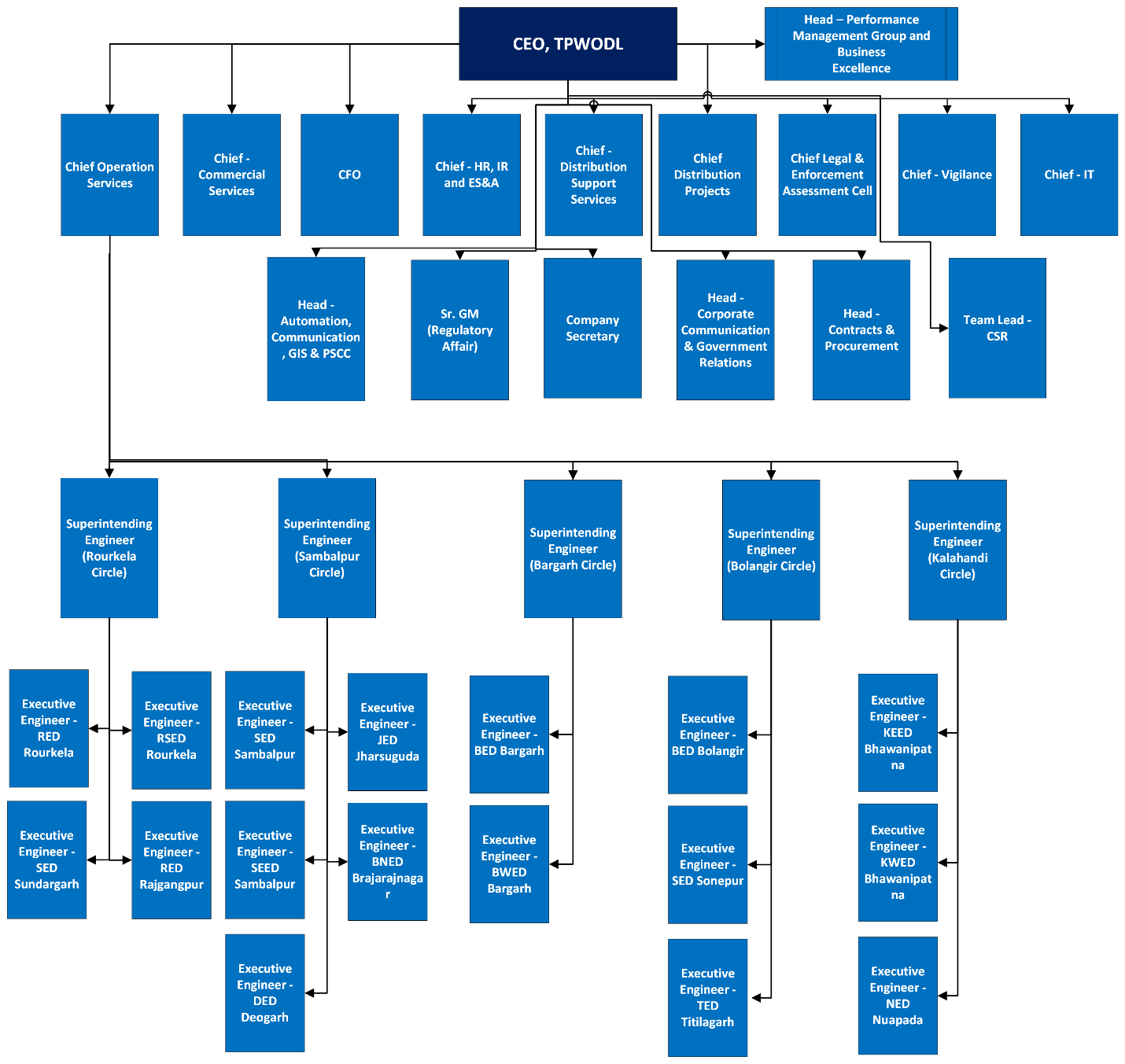
**L-**Learning, building future ready skill sets through learning and training. Maximize Usage of e-learning platforms

**E-**Ethics Achieve the most admired standards of ethics, through Integrity and Mutual Trust

[**ORGANISATION**](file:///C:\Users\avinash.nair\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\7WD5SSX9\Organisation%20Structure%20of%20Circles-%20name%20of%20Division,%20Sub-Divison%20-%20Section.xlsx) **STRUCTURE**

1. The Organisation Structure i.e details of Circles including MRT, Divisions, Subdivisions & Sections are attached as **Annexure -B**.

**The Organisation structure of Corporate Office upto Division level as follows: -**



MANUAL-2

Duties and responsibilities of Officers & Employees

[Section-4(1) (b) (ii)]

|  |  |  |
| --- | --- | --- |
| **Sl No** | **Post** | **Nature of duty assigned** |
| 1 | CEO (Chief Executive Officer) | CEO is responsible for day-to-day operation and management of the TPWODL subject to general supervision & ultimate control of Board. He is the functional head of all departments of TPWODL in domain of Commercial, Technical, Financial & Regulatory, Contracts, HR & Administartion, Legal, IT etc and functions under the direct supervision and control of Board. |
| 2 | CFO (Chief Financial Officer) | He is the overall head of Finance branch of TPWODL, responsible for all kinds of financial planning, Regulatory and financial management of Organisation, exercising control over the day-to-day financial administration of the Organisation including management of all employees trusts. He works under direct supervision and control of CEO and Board. |
| 3 | Chief (Legal) | He is the Chief of Legal and Enforcement Assessment Cell, overseeing its functions, legal compliances, quasi-judicial matters and upholding legal integrity within the Company. He operates under the direct supervision and control of Chief Executive Officer. |
| 5 | COS (Chief Operation Services) | He is responsible for operation and maintenance of 33/11 KV substations and all types of transformers, Monitoring of Circles including Civil, Engineering, Planning and Quality. He works under direct supervision and control of CEO. |
| 7 | CCS (Chief - Commercial Services) | He is the Cheif and responsible for all Commerce functions like new service conncetion to consumer, metering, Billing & Collection, enforcement. Also responsible for Customer Services and key Consumer groups . He works under direct supervision and control of CEO. |
| 8 | Chief HR, IR & ES&A | He is overall responsible for Human Resources, IR, Employee Services & Administration and related activities. He works under direct supervision and control of CEO.  He plays a key role in aligning HR strategies with business goals. He is also responsible for building a strong and engaged workforce that drives organizational success. He is also involved in change management, and helping the organization adapt to the changing world of work.  Leading the organisation with empathy and efficiency. |
| 9 | Chief - Information & Technology | He is the Chief of IT function and CISO of TPWODL. He is responsible for IT development & operations and information security. He works under direct supervision and control of CEO. |
| 10 | Chief - Vigilance | He is responsible for management of Pro Active & Reformative vigilance activities in our organisation and reports to CEO.  He has been instrumental in inculcating and promoting customer centricity with absolute focus and adherence to TATA Code of Conduct. |
| 12 | Head- Corporate Communication and Govt Relation | Overall responsible for all matters related to internal and external communication on behalf of Company and liasioning with Govt at the local as well as state levels. He works under direct supervision and control of CEO. |
| 13 | Sr. General Manager (Regulatory Affairs & Strategy) | Overall responsible for all the Regulatory Affairs and Strategy of the Company. He works under direct supervision and control of CEO. |
| 14 | Company Secretary (Team Lead) | She is overall responsible for all secretarial functions of the Company and ensures day to day compliances under provisions of Company Act, 2013 and allied laws . She works under direct supervision and control of CEO. |
| 16 | Chief - Distribution Projects | He is Driving western Power Distribution Infrastructure Projects under OWN CAPEX & Govt Funded Project to cater load growth & enhance reliability of customer supply. Also responsible for Cultivation strong safety culture and ensuring zero harm culture during project execution as well as Streamlining project execution through material plannning and service availability for timely completion of projects. He works under direct supervision and control of CEO. |
| 17 | Chief – Distribution Support Services | The Chief of Distribution Support Services plays a pivotal role in providing leadership across multiple critical domains, including Network Planning, Engineering, Primary Substation (PSS) Modernization, Maintenance, Testing & Protection, Material Management, and Quality Assurance.  With a strong focus on efficiency, innovation, and network resilience, the Chief of Distribution Support Services serves as a driving force behind the company's mission to deliver a robust, reliable, and future-ready electricity distribution system. |

MANUAL-3

Procedure Followed in Decision Making Process

[Section-4 (1) (b) (iii)]

The decision-making process in TPWODL is very transparent and effective. The proposals emanating from any branch are thoroughly examined by the finance, commercial, technical, legal and HR wings as the case may be. The proposals which involve financial involvement are forwarded to the finance wing for financial concurrence. The decisions are taken by the respective Officials according to the delegation of power by the Board/CEO, as the case may be. Policy guidelines which require approval are put forward to Board of TPWODL and Regulators, after receipt of the approval such proposals are implemented / carried out.

MANUAL-4

Norms for Discharge of Functions

[Section-4 (1) (b) (iv)

Safety, Technical, Commercial and Quality norms are being followed as approved by OERC and other norms are being followed as per Electricity Act & Rules, OERC Regulations, C.E.A Regulations & Rules and other applicable Regulations for Distribution of Electricity as amended from time to time.

For details on safety guidelines (please log on to our website [www.tpwesternodisha.com](http://www.tpwesternodisha.com) )

MANUAL-5

Rules, Regulations, Instructions, Manuals & Records for Discharging Functions

[Section-4 (1) (b) (v)]

All Rules, Regulations and Guidelines are being followed as per Electricity Act & Rules, OERC Regulations, C.E.A Regulations & Rules and other applicable Regulations for Distribution of Electricity as amended from time to time.

For transferred employees of WESCO, the GRIDCO Rules, Regulations and Orders are being adopted and followed.

For New Employees of TP Western Odisha Distribution Limited, the rules, regulations etc, are applicable as followed by Tata Power.

Besides the above, other Statutory Act, Rules, Regulations etc. as applicable to Distribution of Electricity are being followed.

MANUAL-6

**Categories of Documents Under Control [Section-4 (1) (b) (vi)].**

The List of Office Orders, Circulars, Notifications, letters, Registers, resolutions, proceedings of the meetings and other relevant documents required for day-to-day operations etc.

MANUAL-7

Particulars of Arrangement in Formulation of Policy

[Section-4 (1) (b) (vii)]

* The basic polices of the TPWODL are formulated by Board of Directors (here-in-after referred to as BoD) which is laid down in consonance with the instructions, guidances and polices received from the OERC and Government from time to time.
* The policies and decisions taken the BoD, which are communicated to CEO who in turn communicates to all concerned department /functional heads for information. For this purpose, office orders and circulars are issued.
* Different decisions pertaining to different departments of the Company are handled as per the set procedure and policy and in tune with the laid down delegation of powers accorded to CEO by BoD. The matters are processed and reached to the CEO after the decision by BoD, the same is implemented accordingly.

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MANUAL-8

Boards, Councils, Committees & Other Bodies Constituted

[Section-4 (1) (b) (viii)]

Name of the Establishment: TP WESTERN ODISHA DISTRIBUTION LIMITED (TPWODL) CIN : U40109OR2020PLC035230.

In compliance to the provisions of the Companies Act 2013, there are so many Board Committes are constituted by Board. For details about Board members, it may be referred the following link of MCA21 portal: https://www.mca.gov.in/content/mca/global/en/mca/master-data/MDS.html

MANUAL-9

Directory of Officers and employees

[Section-4(1) (b) (ix)]

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

**The Directory of Officers is hereby attached as Annexure – B**

MANUAL-10

**Monthly Remuneration & Compensation of Officers & Employees**

[Section-4(1) (b) (x)]

The monthly remuneration and compensation of officers and non-executives of transferred employees are hereby governed as per this Officer Order No. WESCO/HR.Estt./6898 Dated 31.08.2018 & No. WESCO/HR.Estt./Conf./ dated -6822 dated 23.08.2018 and the pay matrix of both Officer and non-Officer is attached as **Annexure- C**

MANUAL-11

Budget Allocated to each Agency

[Section-4 (1) (b) (xi)]

The Annual Revenue Requirement is placed before Hon’ble OERC and on receipt of approval of Revenue Requirment, the same is followed strictly. **Copy of** **Revenue Requirement Approved by Hon’ble OERC for the Fy-2021- 2022 to 2024-2025 is being Annexed as “Annexure-D”**

MANUAL-12

Manner of Execution of Subsidy Programmes

[Section-4 (1) (b) (xii)]

Ther is no such direct subsidy being provided by State Government to the Company. OERC while determining Retail Supply Tariff for each year used to fix the tariff of consumers like Kutijyoti (BPL etc), Domestic, Irrigation, street Light etc in such a manner that they are being cross subsidized by other category of consumers like General purpose, Large Industry, Ministeel Plant, Power Intesive Industries, Railway Traction etc. However, State Govt. directly as well as in collaboration with Central Government has implemented capital investment scheme for strengtherning of Transmission & Distribution system which is beneficial to the electrical consumers of entire state.

The details about Project already implemented/under implementation are CAPEX & ODSSP-for creation of PSS and downward network assets, DESI-For strentherning of Network Asset for accommodating various village electrification works, ELEPHANT CORRIDOR for protection wild animal life, IPDS-for strenthering of sub-transmission system along with metering of DTR & substations as well as IT intervention in distribution business, Strengthering of District HQ Hospitals, DDUGJY-A central Govt scheme for village electrification, SAOUBHAGYA-Another village electrification scheme to provide power supply to economical backward people etc.

MANUAL-13

Particulars of Recipients of Concessions, Permits or Authorizations Granted

[Section-4 (1) (b) (xiii)]

No concession, permits, or authorization are granted on behalf of TPWODL to any beneficiary, except as per tariff order issued by OERC.

MANUAL-14

Information Available in an Electronic Form

[Section-4 (1) (b) (xiv)]

Please log on to our website [www.tpwesternodisha.com](http://www.tpwesternodisha.com) for details such as new connection, payment option, customer portal, reported theft, tenders, news & events etc.

MANUAL-15

Particulars of Facilities Available to Citizens for Obtaining Information

[Section-4 (1) (b) (xv)]

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Facility available** | **Nature of Information available** | **Working hours** |
| **1** | Notice Board | Tender / Quotation Call Notice, Auction Sale Notice and Advertisement for engagement of Sr. Executive Personnel through PESB etc. | 10:00 A. M  to  5.30 P.M. |
| **2** | RTI Application (FORM-A) / IST Appeal (FORM-D) | Form | 10:00 A. M  to  5.30 P.M. |
| **3** | Printed Manual available | Hard Copy |  |
| **4** | Website of the Public Authority | [www.tpwesternodisha.com](http://www.tpwesternodisha.com) |  |
| **5** | System of issuing of copies of documents | By Email/Indian Postal Service |  |

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MANUAL-16

Names, Designations & Other Particulars of Public Information Officers and First Appellate Authority

[Section-4(1) (b) (xvi)]

TPWODL has as many as twenty-eight numbers of Public Authorities in repect of which, twenty eight numbers of Public Information Officers and First Appellate Authorities have been designated as such. The details are given hereunder.

**CORPORATE OFFICE, BURLA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial No.** | **Designation of Public Information Officer/ 1St Appellate Authority** | **Name of Public Authority** | **Status under Right to Information Act,2005** |
| 1 | SE, MRT, Burla | Corporate Office, TPWODL, Burla | 1ST Appellate Authority |
| 2 | Manager (Legal) | Corporate Office, TPWODL, Burla. | Public Information Officer |
| 3 | Lead Associate (Legal) | Corporate Office, TPWODL, Burla. | Asst. Public Information Officer |

**OFFICE OF SEEC, ROURKELA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial No.** | **Designation of Public Information Officer/ 1St Appellate Authority** | **Name of Public Authority** | **Status under Right to Information Act,2005** |
| 1 | Superintending Engineer | Office of Superintending Engineer, Rourkel Elec Circle | 1ST Appellate Authority |
| 2 | Asst Manager/ Dy Manager/ Manager (Fin) | Office of Superintending Engineer, Rourkel Elec Circle | Public Information Officer |

**OFFICE OF ROURKELA ELECTRICAL DIVISION, ROURKELA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Rourkela Elec Circle | Office of Rourkela Elec Division | 1ST Appellate Authority |
| 2 | Asst Manager/Dy Manager/ Manager (Commerce) | Office of Rourkela Elec Division | Public Information Officer |

**OFFICE OF ROURKELA SADAR ELECTRICAL DIVISION, ROURKELA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Rourkela Elec Circle | Office of Rourkela Sadar Elec Division | 1ST Appellate Authority |
| 2 | Asst Manager/Dy Manager/ Manager (Commerce) | Office of Rourkela Sadar Elec Division | Public Information Officer |

**OFFICE OF RAJGANGPUR ELECTRICAL DIVISION, RAJGANGPUR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Rourkela Elec Circle | Office of Rajgangpur Elec Division | 1ST Appellate Authority |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of RajgangpurElec Division | Public Information Officer |

**OFFICE OF SUNDARGARH ELECTRICAL DIVISION, SUNDARGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, RourkelaElec Circle | Office of Sundargarh Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/ Manager (Commerce) | Office of Sundargarh Elec Division | Public Information Officer |

**OFFICE OF SEEC, SAMBALPUPR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Sambalpur Elect. Circle | Office of SambalpurElec Circle | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manger (Fin) | Office of SambalpurElec Circle | Public Information Officer |

**OFFICE OF SAMBALPUR ELECTRICAL DIVISION, SAMBALPUR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Sambalpur Elect. Circle | Office of Sambalpur Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/ Manager (Commerce) | Office of Sambalpur Elec Division | Public Information Officer. |

**OFFICE OF SAMBALPUR EAST ELECTRICAL DIVISION, SAMBALPUR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Sambalpur Elect. Circle | Office of Sambalpur East Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/ Dy Manager/ Manager (Commerce) | Office of Sambalpur East Elec Division | Publi c Information Officer. |

**OFFICE OF JHARSUGUDA ELECTRICAL DIVISION, JHARSUGUDA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, SambalpurElec Circle | Office of Jharsuguda Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of JharsugudaElec Division | Public Information Officer |

**OFFICE OF BRAJARAJNAGAR ELECTRICAL DIVISION, BRAJARAJANAGAR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, SambalpurElec Circle | Office of BrajarajnagarElec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of BrajarajnagarElec Division | Public Information Officer |

**OFFICE OF DEOGARH ELECTRICAL DIVISION, DEOGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, Sambalpur Elect. Circle | Office of DeogarhElec Division | 1ST Appellate Authority. |
| 2 | Asst. Manager/Dy Manager/Manager (Commerce) | Office of DeogarhElec Division | Public Information Officer |

**OFFICE OF SEEC, BARGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BargarhElec Circle | Office of Bargarh Elec Circle | 1ST Appellate Authority. |
| 2 | Asst. Manager/Dy Manager/Manager (Fin) | Office of BargarhElec Circle | Public Information Officer |

**OFFICE OF BARGARH ELECTRICAL DIVISION, BARGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BargarhElec Circle | Office of BargarhElec Division | 1ST Appellate Authority. |
| 27 | Asst Manager/Dy Manager/Manager (Commerce) | Office of BargarhElec Division | Public Information Officer |

**OFFICE OF BARGARH WEST ELECTRICAL DIVISION, BARGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BargarhElec Circle | Office of Bargarh west Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of Bargarh west Elec Division | Public Information Officer |

**OFFICE OF SEEC, BALANGIR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BolangirElec Circle | Office of BolangirElec Circle | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Fin) | Office of BolangirElec Circle | Public Information Officer |

**OFFICE OF BALANGIR ELECTRICAL DIVISION, BALANGIR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BolangirElec Circle | Office of Bolangir Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager (Tech) | Office of BolangirElec Division | Public Information Officer |

**OFFICE OF TITILAGARH ELECTRICAL DIVISION, TITILAGARH**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BolangirElec Circle | Office of TitlagarhElec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Finance) | Office of TitlagarhElec Division | Public Information Officer |

**OFFICE OF SONEPUR ELECTRICAL DIVISION, SONEPUR**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, BolangirElec Circle | Office of SonepurElec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of SonepurElec Division | Public Information Officer |

**OFFICE OF SEEC, KALAHANDI**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, KalahandiElec Circle | Office of Kalahandi Elec Circle | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Fin) | Office of KalahandiElec Circle | Public Information Officer |

**OFFICE OF KALAHANDI EAST ELECTRICAL DIVISION, KALAHANDI**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, KalahandiElec Circle | Office of Kalahandi East Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of Kalahandi East Elec Division | Public Information Officer |

**OFFICE OF KALAHANDI WEST ELECTRICAL DIVISION, KALAHANDI**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, KalahandiElec Circle | Office of Kalahandi West Elec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of Kalahandi West Elec Division | Public Information Officer |

**OFFICE OF NUAPADA ELECTRICAL DIVISION, NUAPADA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Superintending Engineer, KalahandiElec Circle | Office of NuapadaElec Division | 1ST Appellate Authority. |
| 2 | Asst Manager/Dy Manager/Manager (Commerce) | Office of NuapadaElec Division | Public Information Officer |

**OFFICE OF PRESIDENT GRF, BURLA**

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| 1 | President, GRF, Burla | Office of GRF, Burla | 1ST Appellate Authority. |
| 2 | Member (Finance) | Office of GRF, Burla | Public Information Officer |

**OFFICE OF PRESIDENT GRF, ROURKELA**

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| 1 | President, GRF, Burla | Office of GRF, Rourkela | 1ST Appellate Authority. |
| 2 | Member (Finance) | Office of GRF, Rourkela | Public Information Officer |

**OFFICE OF PRESIDENT GRF, BOLANGIR**

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| --- | --- | --- | --- |
| 1 | President, GRF, Bolangir | Office of GRF, Bolangir | 1ST Appellate Authority. |
| 2 | Member (Finance) | Office of GRF, Bolangir | Public Information Officer |

**OFFICE OF PRESIDENT GRF, BARGARH**

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| --- | --- | --- | --- |
| 1 | President, GRF, Bargarh | Office of GRF, **BARGARH** | 1ST Appellate Authority. |
| 2 | Member (Finance) | Office of GRF, **BARGARH** | Public Information Officer |

**OFFICE OF PRESIDENT GRF, BHAWANIPATNA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | President, GRF, **BHAWANIPATNA** | Office of GRF, **BHAWANIPATNA** | 1ST Appellate Authority. |
| 2 | Member (Finance) | Office of GRF, **BHAWANIPATNA** | Public Information Officer |

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Other Useful Information

[Section-4 (1) (b) (xvii)]

Procedure and fee structure: Procedure and fee structure for getting information are similar to all other organization of Government of Odisha. Schedule fee /amount to be charged for providing information.

A. Application fee: Rate to be charged & mode of deposit

(i). Application fee of Rs. 10/- in cash / Treasury challan alongwith Information application.

(ii) Court fees of Rs.20/- for 1st Appeal

B. Amount to be charged for providing information. (i) Inspection of documents- As per Rule 4 & 7 of Orissa RTI Rules,2005 and as amended in 2006.