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| https://www.mahadiscom.in/m17/logo-mahavitaran-01.jpg   | **MAHARASHTRA STATE DISTRIBUTION COMPANY LIMITED**Commercial Section, “Prakashgad”, Bandra (East), Mumbai -40005Tel.:(P) 26474753 (O) 26474211  Fax: (022) 26472366 |

Ref.No.P.Com./CRO/22069                                             Dated: 02.07.2005**CIRCULAR NO. 3**             Sub:     Recovery of arrears and improvement in collection efficiency.In order to improve the collection efficiency it has been decided to monitor top  10 consumers  of RCI category of every Zone at H.O. level every month.  At the same time, the Zonal Chief Engineers shall monitor top 20 RCI consumers of each Circle under his jurisdiction.The Circle-wise daily collections/ repatriation is monitored at H.O. level.  It is expected that Zonal Chief Engineers will  monitor division-wise collection / repatriation on daily basis.  Further, the S.Es. in the field will have to monitor sub-division-wise collection / repatriation on daily basis.In order to improve the collection efficiency, the  action as proposed are to be taken immediately.1)   Special drive shall be taken to recover the Government office arrears through interactions with the Government concerned authorities and also taking the steps of disconnection.2)  Action for recovery of arrears against the water supply schemes shall be taken through personal contact, drum bearing, paper publication of notice and all other methods of public awareness.  It is noted that the current bills of water supply are to be paid on due date positively.3)  The consumers who are in arrears more than their security deposit amount, their power supply shall be disconnected.  In case of HT consumers who do not pay the current bill shall be disconnected before 2nd bill is issued by observing the prescribed procedure.  The Superintending Engineers will be held responsible if the HT consumer in arrears is not disconnected as per schedule.4) The in-charge of billing unit will be held responsible if the arrears amount becomes time bar.  Hence, action for filing of legal suit giving details of property of consumer should be taken well in advance.5)  Increasing the collection efficiency towards recovery of PD arrears:The details of PD recovery achieved  every month is to be submitted by all Zones  before 7th of subsequent month in the format as below:

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| --- | --- | --- | --- | --- | --- | --- |
| Sr.No. | Category | PD arrears amount at the beginning of othe month | PD arrears amount added during the month | PD arrears amount recovered during the month | PD arrears amount balance at the end of the month | Remarks |
| No.of consumers | Amount | No.of consumers | Amount | No.of consumers | Amount | No. of consumers | Amount |
| 01. | Domestic |   |   |   |   |   |
| 02. | Commercial |   |   |   |   |   |
| 03. | Industrial |   |   |   |   |   |
| 04. | HT consumers |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |

While going through the PD arrears amounts, it is seen that the  fictitious arrears are not withdrawn which results in fictitious rise in  PD arrears.  So you are requested to ensure withdrawal of fictitious arrears and the SD may be adjusted against the arrears so that net actual recoverable PD arrears shall be reflected in the books of accounts as per procedure. You are also requested to exercise close monitoring for the achievement of recovery target and report compliance.                                                                                                                                                                                 **Chief Engineer (Commercial)**   | spacer |