



**MAHAVITARAN**

No. Director (Finance)

Date: 11 MAR 2013

007221

CIRCULAR

**Sub: Energy bill Collection work by Credit Co-operative Societies including MSEB/MSSEDCL Employees Credit Co-op. Societies & Urban Co-operative Banks.**

**Ref:- Circular No. AD/IF/BC/ Private Agency/3249 dtd. 31/01/2005.**

As per the procedure laid down vide Circular referred above, the proposals for LT energy bill collection work in respect of Credit Co-op Societies & Urban Co-op Banks are received in Field Offices i.e. Division / Circle Offices. The Agreements are executed with Credit Co-op Societies at Division level after the approval from the Supdt. Engineer of the Circle. In respect of Urban Co-op. Banks the approval is accorded by Director (Finance) and Agreement is executed at H.O. level.

It has been observed that proper monitoring of the performance of the above Agencies has not been carried out by the Field Offices. Various instances of deviation from the Agreement Clauses by the above Agencies have been noticed. In some cases, misappropriation of funds by the Agencies have been observed due to lack of monitoring by the Field Offices over these Agencies.

***In view of the above, it is hereby directed that Field Offices i.e. Division/Circle/Zone will not accord approval for any new proposal of energy bill collection work of the above Agencies and other Private Agencies (including allocation of any new counter) unless same is approved by undersigned.***

Further, to ensure better monitoring and control over the work of energy bill collection carried out by the Agencies, it has now been decided to allot collection centre code from Corporate Finance Section, H.O., Mumbai to all the new collection centers in future. Local IT Centers will not accept the Money Receipts from the new collection centres unless the collection centre code is issued by Corporate Finance Section, H.O., Mumbai. The new procedure for allotment of Collection Centre Code from H.O. will be circulated separately.

The above instructions shall come into force with immediate effect and shall be followed without any deviations.

**Maharashtra State Electricity Distribution Co. Ltd.**

Prakashgad, Plot No. G-9, Bandra (E), Mumbai - 51. ☎ (P) 26472912 (O) 26474211 • Fax: 26479941  
Hongkong Bank Bldg., M. G. Road, Fort, Mumbai - 01 ☎ (P) 22650796 (O) 22619100 • Fax 22676194  
Email.: df@mahadiscom.in • Website: www.mahadiscom.in

All the concerned are hereby directed to take immediate necessary steps to scrupulously follow the instructions. Any failure by the concerned officer of these instructions will be viewed seriously and shall be held personally responsible.

The supervising official shall ensure immediate implementation of this and point out any deviation, if any to the undersigned immediately.

The Circular is issued with the approval of Managing Director, Mahavitaran and available on MSEDCL Website [www.mahadiscom.in](http://www.mahadiscom.in).

Director (Finance)

**Copy f.w.cs. to:**

The Director (operations), MSEDCL, H.O., Mumbai.

**Copy to :**

The Executive Director (Comm.), MSEDCL, H.O., Mumbai.

The Regional Executive Director I/II/III, Kalyan/Pune /Nagpur, MSEDCL.

**The Chief General Manager (I.T.), MSEDCL, H.O., Mumbai - To ensure instructions in these Circular to IT Section.**

The Chief General Manager (I.A.)/(C.A.), MSEDCL, H.O., Mumbai.

All The Chief Engineer, MSEDCL (O&M) Zones as per mailing list

The General Manager (F&A), MSEDCL (O&M), Pune / Nagpur /Kalyan Zone.

All The Supdt. Engineer, MSEDCL (O&M) Circles as per mailing list

All The Executive Engineer, MSEDCL (O&M) Divisions as per mailing list