



Madhya Pradesh Paschim Kshetra Vidyut Vitaran Co. Ltd.

(A Wholly Owned Enterprise of Government of M.P)

GPH Compound, Polo-Ground Indore-452-003

Tel.No.0731-2421414, Fax: 0731-2423300/2422544 - Website : www.mpwz.com

No MD/WZ/Fin/ Budget/6181

Indore dtd 28/03/2017

Annual BUDGET ALLOCATION ORDER – FY 2017-18

Sub : Allocation of Budget for various offices of the company for FY 2017-18.

The Annual O&M Budget of Company for FY 2017-18 has been prepared and to be put up before the BoD for approval in its 71st meeting on 01/04/17. Since, the approval of BoD is pending; the provisional budget is allocated by obtaining the approval from Hon'ble Managing Director of the company. The allocation of budget for FY 2017-18 is subject to the approval of BoD and the corrigendum shall be issued, if any changes have been instructed by the BoD.

Now, based on the annual targets of the Company, Provisional Budget allocation to meet expenses of the offices for the FY 2017-18 shall be as indicated in the Budget Allocation Formats enclosed herewith. The monthly monitoring of the allocated budget vis-à-vis actual expenditure shall be done as per the Budget Monitoring Format.

Annexure of the Budget allocation of FY 2017-18 regarding "Instructions for operationalisation of the Budgetary Control System" is very important part of the budget and all the offices of the Company are requested to read the conditions carefully before utilizing the Budget allocation.

All the authorities which have been allocated budget shall be required to submit the duly filled up appropriate Budget Monitoring Format for previous month, to the Chief Financial Officer by 10th of every month through email at following email ID.

aoindorebudget@gmail.com

Further, the additional approvals/orders issued time to time shall also be the part of budget allocations. Necessary action may please be taken accordingly.

Encl- As above.

Chief Financial Officer

Finance Register No. 02/16/332 Dated 29/03/2017

Copy to :

1. The CGM (H.R.&A.) MPPKVVCL Indore.
2. The Director (Commercial/ Technical), MPPKVVCL Indore.
3. The ED..... & CVO MPPKVVCL Indore.
4. The CE (IR/ UR) MPPKVVCL Indore/ Ujjain.
5. HoDs (_____) at Corporate Office (all HoDs).
6. The SE (O&M/ CC) MPPKVVCL _____ (all circles).
7. The ACE/SE (Stores/ Civil/ MT/IT) MPPKVVCL Indore.
8. The RAO MPPKVVCL _____ (all RAOs).
9. The Sr MO, MPPKVVCL Indore.

- For information and compliance

| MP Paschim Kshetra Vidyut Vitaran Company Limited Indore | | | | | | | |
|--|---|--|--|--|-------------------------------------|--------------------------------------|-------------------------------------|
| O&M Budget Proposals for FY 2017-18 | | | | | | | |
| (Rs. In Lacs) | | | | | | | |
| Sr | Particulars | | | | Budget Estimates FY 16-17 Rs in Lac | Revised Estimates FY 16-17 Rs in Lac | Budget Estimates FY 17-18 Rs in Lac |
| 1 | Receipts | Receipts from Operations | Units Sold as per R-15 (MUs) | 17793.00 | 17432.00 | 18434.00 | |
| 2 | | | Cash Remittances in revenue including ED/ Cess | 1033300.80 | 1055400.00 | 1108368.84 | |
| 3 | | | Subsidy + Free Supply Claims | | | | |
| 4 | | | Total Receipts from Operations | 1033300.80 | 1055400.00 | 1108368.84 | |
| 5 | | Other Receipts | Receipts from sale of scrap | 1335.41 | 1164.49 | 1200.00 | |
| 6 | | | Interest Income | 2000.00 | 2495.00 | 2245.50 | |
| 7 | | | Others (Supervision charges e.t.c) | 1200.00 | 1475.14 | 1622.66 | |
| 8 | | | Other Receipts | 4535.41 | 5134.64 | 5068.16 | |
| 9 | | RECEIPTS TOTAL | | | 1037836.21 | 1060534.64 | 1113437.00 |
| 10 | Power Purchase (Part A) | Power Purchase Units Ex Bus (MUs) | 23474.00 | 22342.00 | 23242.00 | | |
| 11 | | Power Purchase Rates (Rs/ unit) | 3.96 | 4.29 | 4.38 | | |
| 12 | | Power Purchase Cost | 929570.40 | 959455.07 | 1017999.60 | | |
| 13 | Establishment (Part B) | Establishment Expenses - Salary | 62891.12 | 61522.41 | 67674.65 | | |
| 14 | | Expenses on Gross Pension and terminal benefits. | Included in Transmission Charges | | | | |
| 15 | | Establishment Expenses - Others (TA, Medical, incentive, bonus, OT, Extra wages, welfare etc.) | 362.43 | 450.32 | 495.35 | | |
| 16 | Establishment Cost | | | 63253.55 | 61972.73 | 68170.00 | |
| 17 | Operational Expenses (Part C) | Cash | Revolving Fund | 1201.92 | 1005.34 | 1210.32 | |
| 18 | | | Addl Cash Funds for Housekeeping/ sanitation | 12.58 | 31.17 | 12.58 | |
| 19 | | | O&M related Temporary Advances - Other than Statutory (Building Rent, Water Charges,CUG, Postage/ Revenue Stamps, Contingencies etc) | 701.51 | 707.84 | 912.00 | |
| 20 | | | Total Cash Expenses | 1916.01 | 1744.35 | 2134.90 | |
| 21 | | | Purchase/ work/ services/ outsourcing orders | All Local Purchases/ Works (CVO, SE O&M, CC, MT, Stores, Civil, IT Center) | 2728.48 | 4448.74 | 2606.00 |
| 22 | Corporate level O&M purchases/ Works | 8000.00 | | 4870.00 | 8000.00 | | |
| 23 | Meter reading/ bill distribution outsourcing | 2938.32 | | 2700.21 | 2297.23 | | |
| 24 | LT Bills printing outsourcing | 223.88 | | 208.57 | 227.49 | | |
| 25 | Telephone Expences and Sim Hiring | 226.01 | | 273.19 | 326.00 | | |
| 26 | Substation outsourcing | 6078.24 | | 5585.68 | 6461.75 | | |
| 27 | Customer call center outsourcing | 500.00 | | 459.48 | 500.00 | | |
| 28 | Security manpower/ services outsourcing | 176.40 | | 162.11 | 186.98 | | |
| 29 | O&M manpower outsourcing | 3801.33 | | 3493.29 | 3946.19 | | |
| 30 | Ministerial Staff/Clerical work/ Data Entry Operators outsourcing | 1890.06 | | 1736.90 | 1956.64 | | |
| 31 | Total Purchases/ Works/ Outsourcing | | | 26562.72 | 23938.17 | 26508.27 | |
| 32 | Vehicle hiring expenses | | | 2952.26 | 3059.61 | 2946.98 | |
| 33 | | | | 2952.26 | 3059.61 | 2946.98 | |
| 34 | Other Professional / Technical service charges | | | 334.19 | 139.63 | 290.15 | |
| 35 | Others Misc. Expenses (Part D) | Decretal amount as per court, forum orders. | 117.42 | 96.65 | 101.48 | | |
| 36 | | Legal charges | 300.00 | 190.03 | 300.00 | | |
| 37 | | Cash Collection Charges | 549.84 | 455.34 | 549.84 | | |
| 38 | | Advertisement Expenses | 71.87 | 122.97 | 129.12 | | |
| 39 | | Temporary Advance for statutory nature expenses | 972.65 | 1282.95 | 1347.10 | | |
| 40 | | ED/ Cess Payable | 51255.00 | 52770.00 | 53537.55 | | |
| 41 | | Contingencies | 2000.00 | 1100.00 | 2000.00 | | |
| 42 | | Interest and Finance charges | 24774.00 | 29587.00 | 32020.00 | | |
| 43 | | Total Miscellaneous | | | 80040.78 | 85604.94 | 89985.09 |
| 44 | TOTAL OPERATING EXPENDITURE | | | 1104629.91 | 1135914.49 | 1208035.00 | |
| 45 | OPERATING SURPLUS/ DEFICIT (Receipt -Op. Expenditure) | | | -66793.70 | -75379.85 | -94598.00 | |

| MP Paschim Kshetra Vidyut Vitaran Company Limited Indore | | | | | | | | | | | |
|--|--|---|-----------------|-----------------|----------------|-----------------|----------------|-----------------|----------------|-----------------|---------------|
| O&M Budget Proposals for FY 2017-18 | | | | | | | | | | | AT-1 |
| | | | | | | | | | | | (Rs in Lakhs) |
| Sr | Particulars | INDORE REGION | | | | | | | | | |
| | | Indore CC | Indore O&M | Khandwa | Burhanpur | Khargone | Barwani | Dhar | Jhabua | Total IR | |
| 1 | Units Sold as per R-15 (MUs) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2 | Cash Remittances in revenue including ED/ Cess | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 3 | Subsidy + Free Supply Claims | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 4 | Total Receipts from Operations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5 | Receipts from sale of scrap | Included in Pooled Receipts at Corporate Level hence not allocated to Circles | | | | | | | | | |
| 6 | Interest Income | | | | | | | | | | |
| 7 | Others (Supervision charges e.t.c) | | | | | | | | | | |
| 8 | Other Receipts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9 | RECEIPTS TOTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10 | Power Purchase Units Ex Bus (MUs) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 11 | Power Purchase Rates (Rs/ unit) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 12 | Power Purchase Cost | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | Establishment Expenses - Salary | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | | | |
| 14 | Expenses on Gross Pension and terminal benefits. | | | | | | | | | | |
| 15 | Establishment Expenses - Others (TA, Medical, incentive, bonus, OT, Extra wages, welfare etc.) | | | | | | | | | | |
| 16 | Establishment Cost | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 17 | Revolving Fund | 72.00 | 109.20 | 81.60 | 51.00 | 81.00 | 72.00 | 93.00 | 24.00 | 583.80 | |
| 18 | Addl Cash Funds for Housekeeping/ sanitation | 1.11 | 1.02 | 0.68 | 0.40 | 1.28 | 0.53 | 0.97 | 0.56 | 6.54 | |
| 19 | O&M related Temporary Advances - Other than Statutory (Building Rent, Water Charges,CUG, Postage/ Revenue Stamps, Contingencies etc) | 8.65 | 13.92 | 7.71 | 7.33 | 15.24 | 8.08 | 14.11 | 8.65 | 83.69 | |
| 20 | Total Cash Expenses | 81.76 | 124.14 | 89.98 | 58.73 | 97.52 | 80.61 | 108.08 | 33.20 | 674.03 | |
| 21 | All Local Purchases/ Works (CVO, SE O&M, CC, MT, Stores, Civil, IT Center) | 60.00 | 70.00 | 60.00 | 24.00 | 48.00 | 24.00 | 48.00 | 36.00 | 370.00 | |
| 22 | Corporate level O&M purchases/ Works | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 23 | Meter reading/ bill distribution outsourcing | 376.51 | 153.91 | 123.38 | 81.41 | 169.18 | 122.11 | 188.26 | 145.01 | 1359.77 | |
| 24 | LT Bills printing outsourcing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 25 | Telephone Expences and Sim Hiring | 14.18 | 27.42 | 11.82 | 10.87 | 30.73 | 12.77 | 27.90 | 14.18 | 149.88 | |
| 25 | Substation outsourcing | 497.45 | 604.04 | 370.55 | 182.74 | 543.13 | 319.79 | 553.28 | 213.19 | 3284.17 | |
| 26 | Customer call center outsourcing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 27 | Security manpower/ services outsourcing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 28 | O&M manpower outsourcing | 608.02 | 265.85 | 179.35 | 100.49 | 304.01 | 127.20 | 236.59 | 125.93 | 1947.43 | |
| 29 | Ministerial Staff/Clerical work/ Data Entry Operators outsourcing | 70.39 | 86.66 | 58.87 | 37.27 | 90.55 | 43.03 | 79.03 | 43.03 | 508.85 | |
| 30 | Total Purchases/ Works/ Outsourcing | 1626.55 | 1207.89 | 803.98 | 436.78 | 1185.60 | 648.90 | 1133.06 | 577.34 | 7620.10 | |
| 31 | Vehicle hiring expenses | 334.75 | 212.86 | 144.57 | 101.71 | 225.32 | 105.05 | 192.59 | 104.38 | 1421.23 | |
| 32 | Other Professional / Technical service charges | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 33 | Decretal amount as per court, forum orders. | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | | | |
| 36 | Legal charges | | | | | | | | | | |
| 37 | Cash Collection Charges | | | | | | | | | | |
| 38 | Advertisement Expenses | | | | | | | | | | |
| 39 | Temporary Advance for statutory nature expenses | | | | | | | | | | |
| 40 | ED/ Cess Payable | | | | | | | | | | |
| 41 | Contingencies | | | | | | | | | | |
| 42 | Interest and Finance charges | | | | | | | | | | |
| 43 | Total Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 44 | TOTAL OPERATING EXPENDITURE | 2043.06 | 1544.89 | 1038.53 | 597.21 | 1508.44 | 834.56 | 1433.72 | 714.92 | 9715.35 | |
| 45 | OPERATING SURPLUS/ DEFICIT (Receipt -Op. Expenditure) | -2043.06 | -1544.89 | -1038.53 | -597.21 | -1508.44 | -834.56 | -1433.72 | -714.92 | -9715.35 | |

| MP Paschim Kshetra Vidyut Vitaran Company Limited Indore | | | | | | | | | | |
|--|---|--|---|-----------------|-----------------|----------------|-----------------|-----------------|----------------|-----------------|
| O&M Budget Proposals for FY 2017-18 | | | | | | | | | | |
| (Rs in Lakhs) | | | | | | | | | | |
| Sr | Particulars | Ujjain Region | | | | | | | | |
| | | Ujjain | Dewas | Shajapur | Aagar | Ratlam | Mandsour | Neemuch | Ujjain region | |
| 1 | Units Sold as per R-15 (MUs) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2 | Receipts from Operations | Cash Remittances in revenue including ED/ Cess | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 3 | | Subsidy + Free Supply Claims | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 4 | | Total Receipts from Operations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5 | Other Receipts | Receipts from sale of scrap | Included in Pooled Receipts at Corporate Level hence not allocated to Circles | | | | | | | |
| 6 | | Interest Income | | | | | | | | |
| 7 | | Others (Supervision charges e.t.c) | | | | | | | | |
| 8 | | Other Receipts | | | | | | | | |
| 9 | RECEIPTS TOTAL | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 10 | Power Purchase (Part A) | Power Purchase Units Ex Bus (MUs) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 11 | | Power Purchase Rates (Rs/ unit) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 12 | | Power Purchase Cost | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 13 | Establishment (Part B) | Establishment Expenses - Salary | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | |
| 14 | | Expenses on Gross Pension and terminal benefits. | | | | | | | | |
| 15 | | Establishment Expenses - Others (TA, Medical, incentive, bonus, OT, Extra wages, welfare etc.) | | | | | | | | |
| 16 | | Establishment Cost | | | | | | | | |
| 17 | Cash | Revolving Fund | 162.60 | 33.00 | 102.00 | 18.00 | 33.00 | 87.00 | 60.00 | 495.60 |
| 18 | | Addl Cash Funds for Housekeeping/ sanitation | 1.35 | 1.05 | 0.61 | 0.32 | 0.85 | 1.14 | 0.73 | 6.04 |
| 19 | | O&M related Temporary Advances - Other than Statutory (Building Rent, Water Charges,CUG, Postage/ Revenue Stamps, Contingencies etc) | 7.90 | 6.58 | 6.95 | 4.88 | 6.20 | 6.58 | 5.07 | 44.16 |
| 20 | | Total Cash Expenses | 171.85 | 40.62 | 109.56 | 23.20 | 40.05 | 94.72 | 65.80 | 545.80 |
| 21 | | Operational Expenses (Part C) | All Local Purchases/ Works (CVO, SE O&M, CC, MT, Stores, Civil, IT Center) | 60.00 | 48.00 | 36.00 | 24.00 | 48.00 | 36.00 | 24.00 |
| 22 | Corporate level O&M purchases/ Works | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | Meter reading/ bill distribution outsourcing | | 223.87 | 156.46 | 86.50 | 50.88 | 167.90 | 157.73 | 94.13 | 937.46 |
| 24 | LT Bills printing outsourcing | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 25 | Telephone Expences and Sim Hiring | | 12.29 | 8.98 | 9.93 | 4.73 | 8.04 | 8.98 | 5.20 | 58.15 |
| 25 | Substation outsourcing | | 796.93 | 583.74 | 421.31 | 157.36 | 431.46 | 472.07 | 314.71 | 3177.58 |
| 26 | Customer call center outsourcing | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 27 | Security manpower/ services outsourcing | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28 | O&M manpower outsourcing | | 452.83 | 310.37 | 161.54 | 73.78 | 244.22 | 263.30 | 159.00 | 1665.05 |
| 29 | Ministerial Staff/Clerical work/ Data Entry Operators outsourcing | | 104.95 | 77.59 | 48.79 | 30.07 | 64.63 | 83.35 | 58.87 | 468.26 |
| 30 | Total Purchases/ Works/ Outsourcing | | 1650.88 | 1185.14 | 764.07 | 340.81 | 964.26 | 1021.44 | 655.91 | 6582.51 |
| 31 | Vehicle hiring expenses | | 318.17 | 223.81 | 132.23 | 57.83 | 181.22 | 202.49 | 132.30 | 1248.07 |
| 32 | Other Professional / Technical service charges | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 33 | Others Misc. Expenses (Part D) | Decretal amount as per court, forum orders. | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | |
| 36 | | Legal charges | | | | | | | | |
| 37 | | Cash Collection Charges | | | | | | | | |
| 38 | | Advertisement Expenses | | | | | | | | |
| 39 | | Temporary Advance for statutory nature expenses | | | | | | | | |
| 40 | | ED/ Cess Payable | | | | | | | | |
| 41 | | Contingencies | | | | | | | | |
| 42 | Interest and Finance charges | | | | | | | | | |
| 43 | Total Miscellaneous | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 44 | TOTAL OPERATING EXPENDITURE | | 2140.90 | 1449.57 | 1005.87 | 421.85 | 1185.53 | 1318.65 | 854.01 | 8376.37 |
| 45 | OPERATING SURPLUS/ DEFICIT (Receipt -Op. Expenditure) | | -2140.90 | -1449.57 | -1005.87 | -421.85 | -1185.53 | -1318.65 | -854.01 | -8376.37 |

| MP Paschim Kshetra Vidyut Vitaran Company Limited Indore | | | | | | | | | | | | | |
|--|---|---|--|--|----------------|----------------|---------------|----------------|----------------|-----------------------|----------------|----------------|-------------|
| O&M Budget Proposals for FY 2017-18 | | | | | | | | | | AT-3 | | | |
| | | | | | | | | | | (Rs in Lakhs) | | | |
| Sr | | Particulars | Cost Centers | | | | | | | Total of Cost Centers | | | |
| | | | RAO's | CE (IR) | CE(UR) | CVO | MT | Store | Civil | | | | |
| 1 | Receipts | Units Sold as per R-15 (MUs) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | |
| 2 | | Receipts from Operations | Cash Remittances in revenue including ED/ Cess | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | | |
| 3 | | | Subsidy + Free Supply Claims | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | | |
| 4 | | | Total Receipts from Operations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 5 | | | Other Receipts | Receipts from sale of scrap | | | | | | 1200.00 | | 1200.00 | |
| 6 | | Interest Income | | | | | | | | | 0.00 | | |
| 7 | | Others (Supervision charges e.t.c) | | | | | | | | | 1622.66 | | |
| 8 | | Other Receipts | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1200.00 | 1622.66 | 2822.66 | |
| 9 | | RECEIPTS TOTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1200.00 | 1622.66 | 2822.66 | | |
| 10 | Expenditure | Power Purchase (Part A) | Power Purchase Units Ex Bus (MUs) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | | | |
| 11 | | | Power Purchase Rates (Rs/ unit) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | | |
| 12 | | | Power Purchase Cost | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| 13 | | Establishment (Part B) | Establishment Expenses - Salary | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | | | |
| 14 | | | Expenses on Gross Pension and terminal benefits. | | | | | | | | | | |
| 15 | | | Establishment Expenses - Others (TA, Medical, incentive, bonus, OT, Extra wages, welfare etc.) | | | | | | | | | | |
| 16 | | | Establishment Cost | | | | | | | | | 0.00 | 0.00 |
| 17 | | Operational Expenses (Part C) | Cash | Revolving Fund | 0.00 | 6.00 | 6.90 | 13.92 | 6.60 | 21.00 | 13.20 | 67.62 | |
| 18 | | | | Addl Cash Funds for Housekeeping/ sanitation | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 19 | | | | O&M related Temporary Advances - Other than Statutory (Building Rent, Water Charges,CUG, Postage/ Revenue Stamps, Contingencies etc) | | 8.56 | 8.56 | 0.56 | 0.56 | 4.32 | 3.56 | 26.14 | |
| 20 | | | | Total Cash Expenses | 0.00 | 14.56 | 15.46 | 14.48 | 7.16 | 25.32 | 16.76 | 93.76 | |
| 21 | | | Purchase/ work/ services/ outsourcing orders | All Local Purchases/ Works (CVO, SE O&M, CC, MT, Stores, Civil, IT Center) | 0.00 | 175.00 | 175.00 | 10.00 | 8.00 | 296.00 | 500.00 | 1164.00 | |
| 22 | Corporate level O&M purchases/ Works | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| 23 | Meter reading/ bill distribution outsourcing | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 24 | LT Bills printing outsourcing | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 25 | Telephone Expences and Sim Hiring | | | 0.00 | 76.42 | 26.42 | 1.42 | 1.42 | 3.31 | 1.42 | 110.40 | | |
| 26 | Substation outsourcing | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 27 | Customer call center outsourcing | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | |
| 28 | Security manpower/ services outsourcing | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 63.60 | 0.00 | 63.60 | | | |
| 29 | O&M manpower outsourcing | 0.00 | | 0.00 | 0.00 | 165.60 | 63.60 | 104.51 | 0.00 | 333.71 | | | |
| 30 | Ministerial Staff/Clerical work/ Data Entry Operators outsourcing | 0.00 | | 2.71 | 2.71 | 23.04 | 0.00 | 0.00 | 40.70 | 69.17 | | | |
| 31 | Total Purchases/ Works/ Outsourcing | 0.00 | 254.13 | 204.13 | 200.06 | 73.02 | 467.42 | 542.12 | 1740.88 | | | | |
| 32 | Vehicle hiring expenses | 0.00 | 10.67 | 10.67 | 104.69 | 42.43 | 3.56 | 17.07 | 189.10 | | | | |
| 33 | Other Professional / Technical service charges | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | | |
| 35 | Others Misc. Expenses (Part D) | Decretal amount as per court, forum orders. | Included in Pooled Expenses at Corporate Level hencedirect allocation not made to Offices | | | | | | | | | | |
| 36 | | Legal charges | | | | | | | | | | | |
| 37 | | Cash Collection Charges | | | | | | | | | | | |
| 38 | | Advertisement Expenses | | | | | | | | | | | |
| 39 | | Temporary Advance for statutory nature expenses | | | | | | | | | | | |
| 40 | | ED/ Cess Payable | | | | | | | | | | | |
| 41 | | Contingencies | | | | | | | | | | | |
| 42 | | Interest and Finance charges | | | | | | | | | | | |
| 43 | Total Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | | |
| 44 | TOTAL OPERATING EXPENDITURE | 0.00 | 279.37 | 230.27 | 319.24 | 122.61 | 496.29 | 575.96 | 2023.74 | | | | |
| 45 | OPERATING SURPLUS/ DEFICIT (Receipt -Op. Expenditure) | 0.00 | -279.37 | -230.27 | -319.24 | -122.61 | 703.71 | 1046.70 | 798.92 | | | | |

| MP Paschim Kshetra Vidut Vitaran Company Limited Indore | | | | | | | | | | | |
|---|---|--|--|-----------------------------|---------------|-----------------|---------------|-----------------|---------------------|------------------------|---------------|
| O&M Budget Proposals for FY 2017-18 | | | | | | | | | | | |
| AT-4 | | | | | | | | | | | |
| (Rs in Lakhs) | | | | | | | | | | | |
| Sr | | Particulars | Corporate Office | | | | | | | Total Corporate Office | |
| | | | Finance | Purchase | Works | IT | CMO | CGM (HR & A) | Director Commercial | | |
| 1 | Receipts | Units Sold as per R-15 (MUs) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2 | | Receipts from Operations | Cash Remittances in revenue including ED/ Cess | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 3 | | | Subsidy + Free Supply Claims | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. |
| 4 | | | Total Receipts from Operations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5 | | Other Receipts | Receipts from sale of scrap | | | | | | | | |
| 6 | | | Interest Income | 2245.50 | | | | | | | |
| 7 | | | Others (Supervision charges e.t.c) | | | | | | | | |
| 8 | | | Other Receipts | 2245.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9 | | | RECEIPTS TOTAL | 2245.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 10 | Power Purchase | Power Purchase Units Ex Bus (MUs) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 11 | | Power Purchase Rates (Rs/ unit) | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | N.A. | |
| 12 | | Power Purchase Cost | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 13 | Establishment (Part B) | Establishment Expenses - Salary | Included in Pooled Expenses at Corporate Level hence not allocated to Circles | | | | | | | | |
| 14 | | Expenses on Gross Pension and terminal benefits. | | | | | | | | | |
| 15 | | Establishment Expenses - Others (TA, Medical, incentive, bonus, OT, Extra wages, welfare etc.) | | | | | | | | | |
| 16 | | Establishment Cost | | | | | | | | 0.00 | 0.00 |
| 17 | Operational Expenses (Part C) | Cash | Revolving Fund | 15.90 | 0.00 | 0.00 | 7.20 | 6.00 | 31.80 | 2.40 | 63.30 |
| 18 | | | Addl Cash Funds for Housekeeping/ sanitation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 19 | | | O&M related Temporary Advances - Other than Statutory (Building Rent, Water Charges,CUG, Postage/ Revenue Stamps, Contingencies etc) | 501.51 | 0.00 | 0.00 | 0.38 | 0.19 | 0.94 | 255.00 | 758.01 |
| 20 | | | Total Cash Expenses | 517.41 | 0.00 | 0.00 | 7.58 | 6.19 | 32.74 | 257.40 | 821.31 |
| 21 | | Purchase/ work/ services/ outsourcing orders | All Local Purchases/ Works (CVO, SE O&M, CC, MT, Stores, Civil, IT Center) | 0.00 | 0.00 | 0.00 | 746.00 | 20.00 | 30.00 | 0.00 | 796 |
| 22 | | | Corporate level O&M purchases/ Works | 0 | 8000 | 0 | 0 | 0 | 0 | 0 | 8000 |
| 23 | | | Meter reading/ bill distribution outsourcing | Budget Allocated to Circles | | | | | | | 0.00 |
| 24 | | | LT Bills printing outsourcing | 0.00 | 0.00 | 0.00 | 227.49 | 0.00 | 0.00 | 0.00 | 227.49 |
| 25 | | | Telephone Expences and Sim Hiring | 3.78 | 0.00 | 0.00 | 0.95 | 0.47 | 2.36 | 0.00 | 7.56 |
| 25 | | | Substation outsourcing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 26 | Customer call center outsourcing | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 500.00 | |
| 27 | Security manpower/ services outsourcing | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 123.38 | 0.00 | 123.38 | |
| 28 | O&M manpower outsourcing | | Budget Allocated to Circles | | | | | | | 0.00 | |
| 29 | Ministerial Staff/Clerical work/ Data Entry Operators outsourcing | | 306.91 | 0.00 | 0.00 | 40.61 | 0.00 | 518.60 | 44.23 | 910.36 | |
| 30 | | Total Purchases/ Works/ Outsourcing | 310.69 | 8000.00 | 0.00 | 1015.04 | 20.47 | 1174.35 | 44.23 | 10564.79 | |
| 31 | | Vehicle hiring expenses | 0.00 | 0.00 | 0.00 | 0.00 | 3.35 | 71.37 | 13.87 | 88.60 | |
| 32 | | Other Professional / Technical service charges | 180.00 | 0.00 | 50.00 | 50.00 | 10.15 | 0.00 | 0.00 | 290.15 | |
| 35 | Others Misc. Expenses (Part D) | Decretal amount as per court, forum orders. | Included in Pooled Expenses at Corporate Level hence direct allocation not made. | | | | | | | | |
| 36 | | Legal charges | | | | | | | | | |
| 37 | | Cash Collection Charges | | | | | | | | | |
| 38 | | Advertisement Expenses | | | | | | | | | |
| 39 | | Temporary Advance for statutory nature expenses | | | | | | | | | |
| 40 | | ED/ Cess Payable | | | | | | | | | |
| 41 | | Contingencies | | | | | | | | | |
| 42 | | Interest and Finance charges | | | | | | | | | |
| 43 | | Total Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 44 | | TOTAL OPERATING EXPENDITURE | 1008.10 | 8000.00 | 50.00 | 1072.62 | 40.17 | 1278.46 | 315.50 | 11764.85 | |
| 45 | | OPERATING SURPLUS/ DEFICIT (Receipt -Op. Expenditure) | 1237.40 | -8000.00 | -50.00 | -1072.62 | -40.17 | -1278.46 | -315.50 | -9519.35 | |

INDORE CITY CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018 QT-1

| Sr | Item of Expenditure | Details for Calculations | No. Of Offices | Resources Per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 98 | 3 | Skilled | 294 | 497.448 |
| 2 | Additional Manpower for City Zones | Nearly 16 persons per Zone for 12 months | 28 | 16 | Un-Skilled | 448 | 569.856 |
| 3 | Additional Manpower for HT Maintenance in City Dns | 6 persons per Dn per month for 12 months | 5 | 6 | Un-Skilled | 30 | 38.16 |
| 4 | Ministerial Staff Outsourcing for Zones | One DEO per Zone | 28 | 1 | Semi- Skilled | 28 | 40.32 |
| 5 | Data Entry Operators for O&M/ City/STM/STC Dns | Two persons each City/ O&M/STM/ STC Dn | 7 | 2 | Semi- Skilled | 14 | 20.16 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 6 | 1 | Semi- Skilled | 6 | 8.64 |
| 7 | Office Attendants Outsourcing at Circle. | Services of peon at Circles office for full year | 1 | 1 | Unskilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | | | | 821 | 1175.86 |
| (B) Outsourcing of Other Services | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 296 | 12 | Unskilled | | 376.51 |
| Total :Outsourcing of Other Services | | | | | | | 376.51 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | City Zone Incharge | Field Movement of Zone incharge | 28 | 12 | | | 98.78 |
| 2 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 5 | 12 | | | 17.64 |
| 3 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 4 | ASEs/EEs City Dns | Field movement of Division incharge | 5 | 12 | | | 16.89 |
| 5 | ASEs/EEs STM Dn in City Circle | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 7 | ACE/SE City Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 8 | City Zones | One LCV vehicle for every Zone on 24 Hrs the Clock duty basis | 28 | 12 | | | 121.97 |
| 9 | City Zones | One Auto Riksha for every Zone | 28 | 12 | | | 40.32 |
| 10 | HT Maintence Sub Dn falling under City Dns having Zones | One LCV vehicle per City Dn on 24 hrs round the clock duty basis | 5 | 12 | | | 21.78 |
| Total: Amount for Vehicle Hiring | | | 105 | | | | 334.75 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices Revolving Fund to STC Offices Housekeeping fund for offices. | | | | | 48.00 24.00 1.11 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) (Telephone and Sim hiring) | | | | | 8.65 14.18 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 95.94 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 60.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 60.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 2043.06 |

INDORE O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018 QT-2

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|-----------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 119 | 3 | Skilled | 357 | 604.04 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 34 | 4 | Unskilled | 136 | 172.99 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 3 | 6 | Unskilled | 18 | 22.90 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 11 | 5 | Unskilled | 55 | 69.96 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 37 | 1 | Semi-Skilled | 37 | 53.28 |
| 5 | Data Entry Operators for O&M/ City/STM/STC Dns | Two persons each City/ O&M/STM/ STC Dn | 6 | 2 | Semi-Skilled | 12 | 17.28 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 5 | 1 | Semi-Skilled | 5 | 7.20 |
| 7 | Ministerial Staff Outsourcing at SEZ Pithampur . | Services of Unskilled labour at SEZ Pithampur | 1 | 6 | Unskilled | 6 | 7.63 |
| 8 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Unskilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 217 | | | 627 | 956.56 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 121 | 12 | Unskilled | | 153.91 |
| Total :Outsourcing of Other Services | | | | | | | 153.91 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 37 | 12 | | | 130.54 |
| 2 | TSG Incharge | Field Movement of TSG Team | 3 | 12 | | | 10.58 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 4 | 12 | | | 13.51 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 11 | 12 | | | 47.92 |
| Total: Amount for Vehicle Hiring | | | 58 | | | | 212.86 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 37.20 |
| | | Revolving Fund to Offices | | | | | 72.00 |
| | | Housekeeping fund for offices. | | | | | 1.02 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 13.92 |
| | | (Telephone and Sim hiring) | | | | | 27.42 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 151.56 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 70.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 70.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1544.89 |

KHANDWA O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-3

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 2017-18 |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|----------------------------------|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 73 | 3 | Skilled | 219 | 370.55 |
| 2 | Additional Manpower for City Zones | Nearly 16 persons per Zone for 12 months | 2 | 16 | Un-Skilled | 32 | 40.70 |
| 3 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 18 | 4 | Unskilled | 72 | 91.58 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 3 | 6 | Unskilled | 18 | 22.90 |
| 4 | Additional Manpower for HT Maintenance in City Dns | 4 persons per month for 12 months | 1 | 4 | Unskilled | 4 | 5.09 |
| | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 3 | 5 | Unskilled | 15 | 19.08 |
| 5 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 21 | 1 | Semi-Skilled | 21 | 30.24 |
| 6 | Ministerial Staff Outsourcing for Zones | One DEO per Zone | 2 | 1 | Semi-Skilled | 2 | 2.88 |
| 7 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 6 | 2 | Semi-Skilled | 12 | 17.28 |
| 8 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 5 | 1 | Semi-Skilled | 5 | 7.20 |
| 9 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 135 | | | 401 | 608.77 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 97 | 12 | Unskilled | | 123.38 |
| Total :Outsourcing of Other Services | | | | | | | 123.38 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 21 | 12 | | | 74.09 |
| 2 | City Zone Incharge | Field Movement of Zone incharge | 2 | 12 | | | 7.06 |
| 3 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 1 | 12 | | | 3.53 |
| 4 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 5 | ASEs/EEs City Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ASEs/EEs O&M Dns | Field movement of Division incharge | 3 | 12 | | | 10.13 |
| 7 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 8 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 9 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 10 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 3 | 12 | | | 13.07 |
| 11 | City Zones | One LCV vehicle for every Zone on 24 Hrs the Clock duty basis | 2 | 12 | | | 8.71 |
| 12 | City Zones | One Auto Riksha for every Zone | 2 | 12 | | | 2.88 |
| 13 | HT Maintenance Sub Dn falling under City Dns having Zones | One LCV vehicle per City Dn on 24 hrs round the clock duty basis | 1 | 12 | | | 4.36 |
| Total: Amount for Vehicle | | | 41 | | | | 144.57 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 33.60 |
| | | Revolving Fund to STC Offices | | | | | 48.00 |
| | | Housekeeping fund for offices. | | | | | 0.68 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 7.71 |
| | | (Telephone and Sim hiring) | | | | | 11.82 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 101.80 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 60.00 |
| Total O&M Purchase SE(O&M/CC) | | | | | | | 60.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1038.53 |

BURHANPUR O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-4

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|-------------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 36 | 3 | Skilled | 108 | 182.74 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 12 | 4 | Unskilled | 48 | 61.06 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 2 | 6 | Unskilled | 12 | 15.26 |
| 3 | Additional Manpower for HT Maintenance in City Dns | 4 persons per month for 12 months | 1 | 4 | Unskilled | 4 | 5.09 |
| 4 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 3 | 5 | Unskilled | 15 | 19.08 |
| 5 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 14 | 1 | Semi-Skilled | 14 | 20.16 |
| 6 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 4 | 2 | Semi-Skilled | 8 | 11.52 |
| 7 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 8 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 76 | | | 213 | 320.50 |
| (B) Outsourcing of Other | | | | | | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | No. 64 | Month 12 | Type Unskilled | | 81.41 |
| Total :Outsourcing of Other Services | | | | | | | 81.41 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 14 | 12 | | | 49.39 |
| 2 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 1 | 12 | | | 3.53 |
| 3 | TSG Incharge | Field Movement of TSG Team | 1 | 12 | | | 3.53 |
| 4 | ASEs/EEs City Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 7 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 8 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 9 | City Division not having Zones | One Utility Pickup vehicles per City Dn not Having Zone | 1 | 12 | | | 3.53 |
| 10 | City Division not having Zones | One LCV vehicles per city Dn not having Zones | 1 | 12 | | | 4.36 |
| 11 | City Division not having Zones | Two Auto Riksha for every City Dn not having Zones | 2 | 12 | | | 2.88 |
| 12 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 3 | 12 | | | 13.07 |
| 13 | HT Maintenance Sub Dn falling under City Dns not having Zones | One LCV vehicle per City Dn on 24 hrs round the clock duty basis | 1 | 12 | | | 4.36 |
| Total: Amount for Vehicle Hiring | | | 29 | | | | 101.71 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 24.00 |
| | | Revolving Fund to STC Offices | | | | | 27.00 |
| | | Housekeeping fund for offices. | | | | | 0.40 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 7.33 |
| | | (Telephone and Sim hiring) | | | | | 10.87 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 69.60 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 24.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 24.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 597.21 |

KHARGONE O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-5

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 107 | 3 | Skilled | 321 | 543.13 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 38 | 4 | Unskilled | 152 | 193.34 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 7 | 6 | Unskilled | 42 | 53.42 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 9 | 5 | Unskilled | 45 | 57.24 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 45 | 1 | Semi-Skilled | 45 | 64.80 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 6 | 2 | Semi-Skilled | 12 | 17.28 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 5 | 1 | Semi-Skilled | 5 | 7.20 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 218 | | | 623 | 937.69 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 133 | 12 | Unskilled | | 169.18 |
| Total :Outsourcing of Other Services | | | | | | | 169.18 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 45 | 12 | | | 158.76 |
| 2 | TSG Incharge | Field Movement of TSG Team | 1 | 12 | | | 3.53 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 4 | 12 | | | 13.51 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 9 | 12 | | | 39.20 |
| Total: Amount for Vehicle Hiring | | | 62 | | | | 225.32 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 33.00 |
| | | Revolving Fund to STC Offices | | | | | 48.00 |
| | | Housekeeping fund for offices. | | | | | 1.28 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 15.24 |
| | | (Telephone and Sim hiring) | | | | | 30.73 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 128.25 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 48.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 48.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1508.44 |

BARWANI O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-6

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|---------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 63 | 3 | Skilled | 189 | 319.79 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 14 | 4 | Unskilled | 56 | 71.23 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 4 | 6 | Unskilled | 24 | 30.53 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 4 | 5 | Unskilled | 20 | 25.44 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 18 | 1 | Semi-Skilled | 18 | 25.92 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 4 | 2 | Semi-Skilled | 8 | 11.52 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 111 | | | 319 | 490.02 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 96 | 12 | Unskilled | | 122.11 |
| Total :Outsourcing of Other Services | | | | | | | 122.11 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 18 | 12 | | | 63.50 |
| 2 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 4 | 12 | | | 17.42 |
| Total: Amount for Vehicle Hiring | | | 29 | | | | 105.05 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 24.00 |
| | | Revolving Fund to STC Offices | | | | | 48.00 |
| | | Housekeeping fund for offices. | | | | | 0.53 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 8.08 |
| | | (Telephone and Sim hiring) | | | | | 12.77 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 93.38 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 24.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 24.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 834.56 |

DHAR O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-7

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 109 | 3 | Skilled | 327 | 553.28 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 29 | 4 | Unskilled | 116 | 147.55 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 5 | 6 | Unskilled | 30 | 38.16 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 8 | 5 | Unskilled | 40 | 50.88 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 34 | 1 | Semi-Skilled | 34 | 48.96 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 7 | 2 | Semi-Skilled | 14 | 20.16 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 6 | 1 | Semi-Skilled | 6 | 8.64 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 199 | | | 568 | 868.91 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 148 | 12 | Unskilled | | 188.26 |
| Total :Outsourcing of Other Services | | | | | | | 188.26 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 34 | 12 | | | 119.95 |
| 2 | TSG Incharge | Field Movement of TSG Team | 3 | 12 | | | 10.58 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 5 | 12 | | | 16.89 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division running under O&M Dns | One LCV Vehicle per O&M Sub Dns | 8 | 12 | | | 34.85 |
| Total Amount for Vehicle Hiring | | | 53 | | | | 192.59 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 33.00 |
| | | Revolving Fund to STC Offices | | | | | 60.00 |
| | | Housekeeping fund for offices. | | | | | 0.97 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 14.11 |
| | | (Telephone and Sim hiring) | | | | | 27.90 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 135.97 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 48.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 48.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1433.72 |

JAHABUA O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-8

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 42 | 3 | Skilled | 126 | 213.19 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 18 | 4 | Unskilled | 72 | 91.58 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 2 | 6 | Unskilled | 12 | 15.26 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 3 | 5 | Unskilled | 15 | 19.08 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 20 | 1 | Semi-Skilled | 20 | 28.80 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 3 | 2 | Semi-Skilled | 6 | 8.64 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 92 | | | 255 | 382.15 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 114 | 12 | Unskilled | | 145.01 |
| Total :Outsourcing of Other Services | | | | | | | 145.01 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 20 | 12 | | | 70.56 |
| 2 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 6 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 3 | 12 | | | 13.07 |
| Total: Amount for Vehicle Hiring | | | 29 | | | | 104.38 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts) | Revolving Fund to Offices | | | | | 24.00 |
| | | Housekeeping fund for offices. | | | | | 0.56 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 8.65 |
| | | (Telephone and Sim hiring) | | | | | 14.18 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 47.39 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 36.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 36.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 714.92 |

UJJAIN O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-9

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 157 | 3 | Skilled | 471 | 796.93 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 30 | 4 | Unskilled | 120 | 152.64 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 5 | 6 | Unskilled | 30 | 38.16 |
| 3 | Additional Manpower for City Zones | Maximum 16 unskilled persons per zone | 9 | 16 | Unskilled | 144 | 183.17 |
| 4 | Additional Manpower for HT Maintenance in City Dns | Maximum 6 unskilled persons per O&M Dn | 2 | 6 | Unskilled | 12 | 15.26 |
| 5 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 10 | 5 | Unskilled | 50 | 63.60 |
| 6 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 35 | 1 | Semi-Skilled | 35 | 50.40 |
| 7 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 10 | 2 | Semi-Skilled | 20 | 28.80 |
| 8 | Ministerial Staff Outsourcing for Zones | One DEO per Zone | 9 | 1 | Semi-Skilled | 9 | 12.96 |
| 9 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 8 | 1 | Semi-Skilled | 8 | 11.52 |
| 10 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 276 | | | 900 | 1354.72 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 176 | 12 | Unskilled | | 223.87 |
| Total :Outsourcing of Other Services | | | | | | | 223.87 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 35 | 12 | | | 123.48 |
| 2 | City Zone Incharge | Field Movement of Zone incharge | 9 | 12 | | | 31.75 |
| 3 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 2 | 12 | | | 7.06 |
| 4 | TSG Incharge | Field Movement of TSG Team | 4 | 12 | | | 14.11 |
| 5 | ASEs/EEs City Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 5 | ASEs/EEs O&M Dns | Field movement of Division incharge | 5 | 12 | | | 16.89 |
| 6 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 7 | ASEs/EEs STC Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 8 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 9 | City Zones | One LCV vehicle for every Zone on 24 Hrs the Clock duty basis | 9 | 12 | | | 39.20 |
| 10 | City Zones | One Auto Riksha for every Zone | 9 | 12 | | | 12.96 |
| 11 | HT Maintence Sub Dn falling under City Dns having Zones | One LCV Vehicle per O&M Sub Dns | 2 | 12 | | | 8.71 |
| 12 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 10 | 12 | | | 43.56 |
| Total: Amount for Vehicle Hiring | | | 91 | | | | 318.17 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 45.60 |
| | | Revolving Fund to STC Offices | | | | | 117.00 |
| | | Housekeeping fund for offices. | | | | | 1.35 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 7.90 |
| | | (Telephone and Sim hiring) | | | | | 12.29 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 184.14 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 60.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 60.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 2140.90 |

DEWAS O&M CIRCLE
O&M Budget for the period 01.04.2017 to 31.03.2018 **QT-10**

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation of FY 17-18 Rs in Lacs |
|---|---|--|----------------|----------------------|-----------------------------|-----------------------------|--|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 115 | 3 | Skilled | 345 | 583.74 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 26 | 4 | Unskilled | 104 | 132.29 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 5 | 6 | Unskilled | 30 | 38.16 |
| 3 | Additional Manpower for City Zones | Nearly 16 persons per Zone for 12 months | 4 | 16 | Unskilled | 64 | 81.41 |
| 4 | Additional Manpower for HT Maintenance in City Dns | 6 persons per Dn per month for 12 months | 1 | 6 | Unskilled | 6 | 7.63 |
| 5 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 8 | 5 | Unskilled | 40 | 50.88 |
| 6 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 31 | 1 | Semi-Skilled | 31 | 44.64 |
| 7 | Ministerial Staff Outsourcing for Zones | One DEO per Zone | 4 | 1 | Semi-Skilled | 4 | 5.76 |
| 8 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 6 | 2 | Semi-Skilled | 12 | 17.28 |
| 9 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 6 | 1 | Semi-Skilled | 6 | 8.64 |
| 10 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 207.00 | | | 643.00 | 971.70 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 123 | 12 | Unskilled | | 156.46 |
| Total :Outsourcing of Other Services | | | | | | | 156.46 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 31 | 12 | | | 109.37 |
| 2 | City Zone Incharge | Field Movement of Zone incharge | 4 | 12 | | | 14.11 |
| 3 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 1 | 12 | | | 3.53 |
| 4 | TSG Incharge | Field Movement of TSG Team | 3 | 12 | | | 10.58 |
| 5 | ASEs/EEs City Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ASEs/EEs O&M Dns | Field movement of Division incharge | 4 | 12 | | | 13.51 |
| 7 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 8 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 9 | City Zones | One LCV vehicle for every zone on 24 Hrs the clock duty basis | 4 | 12 | | | 17.42 |
| 10 | City Zones | One Auto Riksha for every Zone | 4 | 12 | | | 5.76 |
| 11 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 8 | 12 | | | 34.85 |
| 12 | HT Maintence Sub Dn falling under City Dns having Zones | One LCV vehicle per City Dn on 24 hrs round the clock duty basis | 1 | 12 | | | 4.36 |
| Total: Amount for Vehicle Hiring | | | 63 | | | | 223.81 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts) | Revolving Fund to Offices Housekeeping fund for offices. | | | | | 33.00 1.05 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) (Telephone and Sim hiring) | | | | | 6.58 8.98 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 49.61 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 48.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 48.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1449.57 |

SHAJAPUR O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-11

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|-----------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 83 | 3 | Skilled | 249 | 421.31 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 20 | 4 | Unskilled | 80 | 101.76 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 2 | 6 | Unskilled | 12 | 15.26 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 7 | 5 | Unskilled | 35 | 44.52 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 22 | 1 | Semi-Skilled | 22 | 31.68 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 4 | 2 | Semi-Skilled | 8 | 11.52 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | un-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | | | | 410.00 | 631.64 |
| Tota Vehicles Amount | | | | | | | #REF! |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 68 | 12 | Unskilled | | 86.50 |
| Total :Outsourcing of Other Services | | | | | | | 86.50 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 22 | 12 | | | 77.62 |
| 2 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 7 | 12 | | | 30.49 |
| Total: Amount for Vehicle Hiring | | | 36 | | | | 132.23 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 24.00 |
| | | Revolving Fund to STC Offices | | | | | 78.00 |
| | | Housekeeping fund for offices. | | | | | 0.61 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 6.95 |
| | | (Telephone and Sim hiring) | | | | | 9.93 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 119.49 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 36.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 36.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1005.87 |

RATLAM O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-12

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|-----------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 85 | 3 | Skilled | 255 | 431.46 |
| 2 | Additional Manpower for City Zones | Nearly 16 persons per Zone for 12 months | 3 | 16 | Unskilled | 48 | 61.06 |
| 3 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 23 | 4 | Unskilled | 92 | 117.02 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 3 | 6 | Unskilled | 18 | 22.90 |
| 4 | Additional Manpower for HT Maintenance in City Dns | 4 persons per month for 12 months | 1 | 4 | Unskilled | 4 | 5.09 |
| 5 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 6 | 5 | Unskilled | 30 | 38.16 |
| 6 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 26 | 1 | Semi-Skilled | 26 | 37.44 |
| 7 | Ministerial Staff Outsourcing for Zones | One DEO per Zone | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 8 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 5 | 2 | Semi-Skilled | 10 | 14.40 |
| 9 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 5 | 1 | Semi-Skilled | 5 | 7.20 |
| 10 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Semi-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 161.00 | | | 492.00 | 740.32 |
| (B) Outsourcing of Other | | | | | | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 132 | 12 | Unskilled | | 167.90 |
| Total :Outsourcing of Other Services | | | | | | | 167.90 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | City Zone Incharge | Field Movement of Zone incharge | 3 | 12 | | | 10.584 |
| 1 | Distribution Centers Incharge | All field work at DCs | 26 | 12 | | | 91.73 |
| 2 | HT Maintenance Incharge In City Dn | Field movement of HT maint.officer/staff | 1 | 12 | | | 3.53 |
| 3 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 4 | ASEs/EEs City Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs O&M Dns | Field movement of Division incharge | 3 | 12 | | | 10.13 |
| 6 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 7 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 8 | City Zones | One LCV vehicle for every Zone on 24 Hrs the Clock duty basis | 3 | 12 | | | 13.07 |
| 9 | City Zones | One Auto Riksha for every Zone | 3 | 12 | | | 4.32 |
| 10 | HT Maintenance Sub Dn falling under City Dns having Zones | One LCV vehicle per City Dn on 24 hrs round the clock duty basis | 1 | 12 | | | 4.36 |
| 11 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 6 | 12 | | | 26.14 |
| Total: Amount for Vehicle Hiring | | | 51 | | | | 181.22 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 33.00 |
| | | Housekeeping fund for offices. | | | | | 0.85 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 6.20 |
| | | (Telephone and Sim hiring) | | | | | 8.04 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 48.09 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 48.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 48.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1185.53 |

AAGAR O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-13

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|----------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 31 | 3 | Skilled | 93 | 157.36 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 6 | 4 | Unskilled | 24 | 30.53 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 4 | 6 | Unskilled | 24 | 30.53 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 2 | 5 | Unskilled | 10 | 12.72 |
| 4 | Additional Data Entry Operator for Circle office | 3 No. Semi skilled DEO for Circle | 1 | 3 | Semi-Skilled | 3 | 4.32 |
| 5 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 10 | 1 | Semi-Skilled | 10 | 14.40 |
| 6 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 2 | 2 | Semi-Skilled | 4 | 5.76 |
| 7 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 3 | 1 | Semi-Skilled | 3 | 4.32 |
| 8 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | un-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | | | | 172.00 | 261.20 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 40 | 12 | Unskilled | | 50.88 |
| Total :Outsourcing of Other Services | | | | | | | 50.88 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 10 | 12 | | | 35.28 |
| 2 | TSG Incharge | Field Movement of TSG Team | 1 | 12 | | | 3.53 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 2 | 12 | | | 6.76 |
| 4 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 5 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 2 | 12 | | | 8.71 |
| Total: Amount for Vehicle Hiring | | | 16 | | | | 57.83 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 18.00 |
| | | Housekeeping fund for offices. | | | | | 0.32 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) (Telephone and Sim hiring) | | | | | 4.88 4.73 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 27.93 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 24.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 24.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 421.85 |

MANDSAUR O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-14

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 2017-18 Rs in Lacs |
|---|---|--|----------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 93 | 3 | Skilled | 279 | 472.07 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 34 | 4 | Unskilled | 136 | 172.99 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 6 | 6 | Unskilled | 36 | 45.79 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 7 | 5 | Unskilled | 35 | 44.52 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 40 | 1 | Semi-Skilled | 40 | 57.60 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 6 | 2 | Semi-Skilled | 12 | 17.28 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 5 | 1 | Semi-Skilled | 5 | 7.20 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | Un-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 192.00 | | | 544.00 | 818.72 |
| (B) Outsourcing of Other | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 124 | 12 | Unskilled | | 157.73 |
| Total :Outsourcing of Other Services | | | | | | | 157.73 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 40 | 12 | | | 141.12 |
| 2 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 4 | 12 | | | 13.51 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division falling under O&M Dns | One LCV Vehicle per O&M Sub Dns | 7 | 12 | | | 30.49 |
| Total: Amount for Vehicle Hiring | | | 56 | | | | 202.49 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 33.00 |
| | | Revolving Fund to STC Offices | | | | | 54.00 |
| | | Housekeeping fund for offices. | | | | | 1.14 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 6.58 |
| | | (Telephone and Sim hiring) | | | | | 8.98 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 103.70 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 36.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 36.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 1318.65 |

NEEMUCH O&M CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-15

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per previous year budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|--|------------------------|----------------------|-----------------------------|---|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Substation Operations Outsourcing | Three person at each Sub station | 62 | 3 | Skilled | 186 | 314.71 |
| 2 | Additional Manpower for Distribution Centers | Nearly 4 persons per DC for 12 months for each DCs (except town DCs) | 23 | 4 | Unskilled | 92 | 117.02 |
| | | Nearly 6 persons per DC for 12 months for each town DCs | 3 | 6 | Unskilled | 18 | 22.90 |
| 3 | Additional Manpower for HT Maintenance in O&M Dns | 5 unskilled persons per O&M Sub Dn | 3 | 5 | Unskilled | 15 | 19.08 |
| 4 | Ministerial Staff Outsourcing for DC | One Data Entry Operator at each DC for full year | 26 | 1 | Semi-Skilled | 26 | 37.44 |
| 5 | Data Entry Operators for O&M/ City/STM Dns/STC Dn | Two persons each City/ O&M/STM/ STC Dn | 5 | 2 | Semi-Skilled | 10 | 14.40 |
| 6 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 4 | 1 | Semi-Skilled | 4 | 5.76 |
| 7 | Office Attendants Outsourcing at O & M Circle. | Services of peon at O&M Circles for full year | 1 | 1 | un-Skilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | 127.00 | | | 352.00 | 532.58 |
| (B) Outsourcing of Other Services | | | | | | | |
| | | | No. | Month | Type | | |
| 1 | Meter Reading and Bill Distribution Outsourcing | Approx 2000 Meeter Reading P.M. per Meter reader cum distributor | 74 | 12 | Unskilled | | 94.13 |
| Total :Outsourcing of Other Services | | | | | | | 94.13 |
| (C) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of office/ Vehicle | Month | | | Amount |
| 1 | Distribution Centers Incharge | All field work at DCs | 26 | 12 | | | 91.73 |
| 2 | TSG Incharge | Field Movement of TSG Team | 2 | 12 | | | 7.06 |
| 3 | ASEs/EEs O&M Dns | Field movement of Division incharge | 3 | 12 | | | 10.13 |
| 4 | ASEs/EEs STM O&M Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 5 | ASEs/EEs STC Dns | Field movement of Division incharge | 1 | 12 | | | 3.38 |
| 6 | ACE/SE O&M Circle | Field movement of ACE/SE | 1 | 12 | | | 3.56 |
| 7 | Sub division training under O&M Dns | One LCV Vehicle per O&M Sub Dns | 3 | 12 | | | 13.07 |
| Total: Amount for Vehicle Hiring | | | 37 | | | | 132.30 |
| (D) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 24.00 |
| | | Revolving Fund to STC Offices | | | | | 36.00 |
| | | Housekeeping fund for offices. | | | | | 0.73 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | | 5.07 |
| | | (Telephone and Sim hiring) | | | | | 5.20 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 71.00 |
| (E) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | | 24.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 24.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 854.01 |

CE (IR)

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-16

| Sr | Item of Expenditure | Details for Calculations | No.of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|--|---|---|----------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Data Entry Operator Outsourcing at Nodal DCC Division | One Data Entry Operator at each Nodal DCC for full year | 1 | 1 | Semi-Skilled | 1 | 1.44 |
| 2 | Office Attendants Outsourcing at CE Office. | Services of peon at CE Office for full year | 1 | 1 | Unskilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | | | | 2 | 2.71 |
| (B) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | ED/CE(Region) | Field movement of CE/ED | 1 | 12 | | | 3.56 |
| 2 | Additional Vehicle for Regional Offices | Field movment of officers posted in ED/CE | 2 | 12 | | | 7.12 |
| Total: Amount for Vehicle Hiring | | | 3 | | | | 10.67 |
| (C) Revolving fund & Temporaray Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices Housekeeping fund for offices. | | | | | 6.00 0.00 |
| 2 | Temporary Advances - Others | | | | | | 9.98 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 15.98 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Nature Purchases CEs | Rs 1.5 Crore per region per annum. | | | | | 150.00 |
| 2 | Purchase of tyre tube & batteries | Purchase of tyre tube & batteries | | | | | 25.00 |
| 3 | SIM Hiring charges | SIM Hiring charges for regionalCE's | | | | | 75.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 250.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 279.37 |

CE (UR)

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-17

| Sr | Item of Expenditure | Details for Calculations | No. of Offices | Resources per office | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|---|---|-----------------------|----------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | | |
| 1 | Data Entry Operator Outsourcing at Nodal DCC | One Data Entry Operator at each Nodal DCC for full year | 1 | 1 | Semi-Skilled | 1 | 1.44 |
| 2 | Office Attendants Outsourcing at CE Office. | Services of peon at CE Office for full year | 1 | 1 | Unskilled | 1 | 1.27 |
| Total :Manpower Outsourcing | | | | | | 2 | 2.71 |
| (B) Vehicle Hire | | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | | Amount |
| 1 | ED/CE(Region) | Field movement of CE/ED | 1 | 12 | | | 3.56 |
| 2 | Additional Vehicle for Regional Offices | Field movment of officers posted in ED/CE | 2 | 12 | | | 7.12 |
| Total: Amount for Vehicle Hiring | | | 3 | | | | 10.67 |
| (C) Revolving fund & Temporary Advance | | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | | 6.90 |
| | | Housekeeping fund for offices. | | | | | 0.00 |
| 2 | Temporary Advances - Others | | | | | | 9.98 |
| Total RF/ Addl RF/ Temp Adv | | | | | | | 16.88 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | | |
| 1 | O&M Nature Purchases CEs | Rs 1.5 Crore per region per annum. | | | | | 150.00 |
| 2 | Purchase of tyre tube & batteries | Purchase of tyre tube & batteries | | | | | 25.00 |
| 3 | SIM Hiring charges | SIM Hiring charges for regionalCE's | | | | | 25.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | | 200.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | | 230.27 |

CHIEF VIGILANCE OFFICER

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-18

| Sr | Item of Expenditure | Details for Calculations | No.of Manpower | Resources per office | Type of Outsourced Resource | Budget Allocation for FY 17-18 Rs in Lacs |
|----------------|---|--|-----------------------|----------------------|-----------------------------|---|
| (A) | Manpower Outsourcing | | | | | |
| 1 | Ministerial Staff Outsourcing at CVO | 132 clerical staff man-months (man*months)11*12 | 11 | | Semi Skilled | 15.84 |
| 2 | Data Entry Operators at CVO | 5 data entry operator for full year | 5 | | Semi Skilled | 7.20 |
| 3 | Additional Manpower - O&M Manpower for vigilance | 1380 Semi Skilled manpower man-months (man* month) 115*12 | 115 | | Semi Skilled | 165.60 |
| | (A) | Manpower Outsourcing | 131 | | | 188.64 |
| (B) | Vehicle Hire | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | Vigilance Wings Officers Posted at Field Circle/Dn | Field movment of Concerned officer | 30 | 12 | | 101.34 |
| 2 | Vigilance Wings Officers Posted at CVO HQ | Field movment of Concerned officer | 1 | 12 | | 3.35 |
| | Total: Amount for Vehicle Hiring | | 31 | | | 104.69 |
| (C) | Revolving fund & Temporaray Advance | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | 13.92 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | 0.56 |
| | | (Telephone and Sim hiring) | | | | 1.42 |
| | Total RF/ Addl RF/ Temp Adv | | | | | 15.90 |
| (D) | O&M Purchase CVO | | | | | |
| 1 | O&M Purchase CVO | | | | | 10.00 |
| | Total O&M Purchase SE'(O&M/CC) | | | | | 10.00 |
| | TOTAL AMOUNT OF BUDGET | | | | | |
| | | | | | | 319.24 |

MT CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-19

| Sr | Item of Expenditure | Details for Calculations | No. Of Offices | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 2017-18 Rs in Lacs |
|--|--|--|----------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | |
| 1 | Additional manpower for LTMT | 50 for all LTMT Labs put together | 1 | Unskilled | 50 | 63.60 |
| Total :Manpower Outsourcing | | | | | 50 | 63.60 |
| (B) Vehicle Hire | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | MT Sub Division/ Testing Group Incharge | Field Movement of Testing Team (One per Sub Division) | 9 | 12 | | 31.75 |
| 2 | ACE/SE MT Circle | Field movement of ACE/SE. For one ACE and two SEs (MT-1, MT-2) | 3 | 12 | | 10.67 |
| Total: Amount for Vehicle Hiring | | | 12 | | | 42.43 |
| (C) Revolving fund & Temporaray Advance | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts | Revolving Fund to Offices | | | | 6.60 |
| 2 | Temporary Advances - Others | | | | | 1.98 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 8.58 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | | | | | 8.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | 8.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | 122.61 |

STORE CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-20

| Sr | Item of Expenditure | Details for Calculations | No.of Office (allocation) | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|---|--|---|---------------------------|-----------------------------|-----------------------------|---|
| (A) Manpower Outsourcing | | | | | | |
| 1 | Security Services outsourcing | 50 nos guards for 6 stores | 1 | Unskilled | 50 | 63.60 |
| 2 | Additional Manpower for Stores/ Depot Stores | 45 labour for materials handling in stores/ depot stores | 1 | Unskilled | 45 | 57.24 |
| 3 | Skilled Manpower for MTRU/ STRUs | 2 Skilled manpower for MTRU/ STRU | 1 | Skilled | 2 | 3.38 |
| 4 | Additional Manpower for MTRU/ STRUs | 12 labour for materials handling in MTRU/ STRUs | 1 | Unskilled | 12 | 15.26 |
| 5 | Additional Manpower for Temporary Stores | Additional Manpower for materials handling etc in Temporary Stores, Approx 270 man month (man*months) 45*6 | 1 | Unskilled | 45 | 28.62 |
| Total :Manpower Outsourcing | | | | | 154 | 168.11 |
| (B) Vehicle Hire | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | ACE/SE Store Circle | Field movement of ACE/SE | 1 | 12 | | 3.56 |
| Total: Amount for Vehicle Hiring | | | 1 | | | 3.56 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | |
| 1 | Revolving Fund to Offices | Revolving Fund to Offices | | | | 21.00 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | 4.32 |
| | | (Telephone and Sim hiring) | | | | 3.31 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 28.63 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | |
| 1 | Local O&M nature Purchasesby SE Stores | Local O&M nature Purchasesby SE Stores | | | | 24.00 |
| 2 | Material Testing Fees etc | Material Testing Fees etc | | | | 110.00 |
| 3 | Transportation, Crane hiring | Transportation, Crane hiring | | | | 12.00 |
| 4 | Civil Works at Stores | Civil Works at Stores | | | | 75.00 |
| 6 | Temporary Stores | Towards office assitant, Loading unloading crane/truck hiring, security guard & other mis. Expense for 5 no depo store for 4 month during rabi season | | | | 75.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | 296.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | 496.29 |

CIVIL CIRCLE

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-21

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for of FY 17-18 Rs in Lacs |
|---|--|--|----------------|-----------------------------|-----------------------------|--|
| (A) Manpower Outsourcing | | | | | | |
| 1 | Civil Attendants Outsourcing at Civil Circles. | Civil attendant and guest house attendant for Civil circle for full year | 1 | Un Skilled | 32 | 40.70 |
| Total :Manpower Outsourcing | | | | | 32 | 40.70 |
| (B) Vehicle Hire | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | ASEs/EEs Civil Dns | Field movement of Division incharge | 4 | 12 | | 13.51 |
| 2 | ACE/SE Civil Circle | Field movement of CE/ACE/SE Civil | 1 | 12 | | 3.56 |
| Total: Amount for Vehicle Hiring | | | 5 | | | 17.07 |
| (C) Revolving fund & Temporary Advance | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts | Revolving Fund to Offices | | | | 13.20 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | 3.56 |
| | | (Telephone and Sim hiring) | | | | 1.42 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 18.18 |
| (D) O&M Purchase SEs (O&M/ CC) | | | | | | |
| 1 | O&M Purchase SEs (O&M/ CC) | O&M of offices within Discom area, T&P/ Office equipments etc. for Civil Wing R&M of Vehicles attached to Civil Wing | | | | 500.00 |
| Total O&M Purchase SE'(O&M/CC) | | | | | | 500.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | 575.96 |

IT DEPARTMENT

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-25

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 17-18 Rs in Lacs |
|------------|---|---|----------------|-----------------------------|-----------------------------|---|
| (A) | Manpower Outsourcing | | | | | |
| 1 | Additional Manpower for IT | 24 Nos for infrastructure support at circle & data Center. | 1 | skilled | 24 | 40.61 |
| | Total :Manpower Outsourcing | | | | 24 | 40.61 |
| (B) | Outsourcing of Other Services | | | | | |
| 1 | Hiring/ outsourcing of Professional Services | | | | | 50.00 |
| 2 | Outsourcing of LT Bills Printing | | | | | 227.49 |
| | Total :Outsourcing of Other Services | | | | | 277.49 |
| (C) | Revolving fund & Temporary Advance | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices | | | | 7.20 |
| 2 | Temporary Advances - Others | | | | | 1.32 |
| | Total RF/ Addl RF/ Temp Adv | | | | | 8.52 |
| (D) | O&M Purchase SEs | | | | | |
| 1 | Local O&M nature Goods and Services purchases by SE (IT) | Local O&M nature Goods and Services purchases by SE (IT) | | | | 10.00 |
| 2 | Band Width & Internet Charges | Band Width & Internet Charges | | | | 250.00 |
| 3 | AMC /ATC DC & DR (Orange)for ERP including RAPDRP FMS and network Connectivity of RAPDRP | AMC /ATC DC & DR (Orange)for ERP including RAPDRP FMS and network Connectivity of RAPDRP | | | | 450.00 |
| 4 | SMS/Gateway Charges | SMS/Gateway Charges | | | | 36.00 |
| | Total O&M Purchase SE's | | | | | 746.00 |
| | TOTAL AMOUNT OF BUDGET | | | | | 1072.62 |

WORKS DEPARTMENT**O&M Budget for the period 01.04.2017 to 31.03.2018****QT-24**

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person | Budget Allocation for FY 17-18 Rs in Lacs |
|-----|--|--|----------------|-----------------------------|---------------|---|
| (A) | Outsourcing of Other Services | | | | | |
| 1 | Hiring/ outsourcing of Professional Services | Other technical Services for Works Section | | | | 50.00 |
| | Total :Outsourcing of Other Services | | | | | 50.00 |
| | | | | | | |
| | TOTAL AMOUNT OF BUDGET | | | | | 50.00 |

PURCHASE DEPARTMENT

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-23

| Sr | Particular | Purpose | | | | Budget Allocation for FY 17-18 Rs in Lacs |
|-----|--|--|--|--|--|---|
| (A) | Corporate level O&M purchase /works | | | | | |
| 1 | Xmer oil Procurement (Fresh) | Xmer oil Procurement (Fresh) | | | | 8000.00 |
| 2 | Xmer oil Procurement (Used oil from Transco) | Xmer oil Procurement (Used oil from Transco) | | | | |
| 3 | | | | | | |
| 4 | Materials for MTRU/ STRU/ LRUs | Materials for MTRU/ STRU/ LRUs | | | | |
| 5 | RC for repairing of DTRs | RC for repairing of DTRs | | | | |
| 6 | Repairing of PTRs | Repairing of PTRs | | | | |
| 7 | Xmer oil Reclamation | Xmer oil Reclamation | | | | |
| 8 | Bulk Stationery procurement and printing | Bulk Stationery procurement and printing | | | | |
| 9 | Cables and Conductors for O&M needs | Cables and Conductors for O&M needs | | | | |
| 10 | PCC Poles for O&M needs | PCC Poles for O&M needs | | | | |
| 11 | Other O&M Materials | Other O&M Materials | | | | |
| | Total O&M Purchase | | | | | 8000.00 |
| | TOTAL AMOUNT OF BUDGET | | | | | 8000.00 |

CHIEF MEDICAL OFFICER

O&M Budget for the period 01.04.2016 to 31.03.2017

QT-26

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for FY 2016-17 Rs in Lacs |
|---|---|--|----------------|-----------------------------|-----------------------------|---|
| (A) Outsourcing of Other Services | | | | | | |
| 1 | Hiring/ outsourcing of Professional Services | Paramedical staff only (4 for Indore MO and 2 for Ujjain MO) | | | | 10.15 |
| Total :Outsourcing of Other Services | | | | | | 10.15 |
| (B) Vehicle Higher | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | Dispensory Indore | One Ambulance | 1 | 12 | | 3.35 |
| Total: Amount for Vehicle Hiring | | | | | | |
| (C) Revolving fund & Temporary Advance | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices (3 Lakhs to Indore and 3 Lakhs for Ujjain) | | | | 6.00 |
| 2 | Temporary Advances - Others | (Building Rent, Water Charges, Postage/ Revenue Stamps, Contingencies etc) | | | | 0.19 |
| | | (Telephone and Sim hiring) | | | | 0.47 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 6.66 |
| (D) O&M Purchases - Hospitals | | | | | | |
| 1 | Purchases of Hospital Medicines and Supplies | Purchases of Hospital Medicines and Supplies | | | | 20.00 |
| Total O&M Purchase | | | | | | 20.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | 40.17 |

CGM (H R & A)

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-27

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person as per previous year budget | Budget Allocation for FY 17-18 Rs in Lacs |
|--|---|--|----------------|-----------------------------|---|---|
| (A) Manpower Outsourcing | | | | | | |
| 1 | Security Staff for Corporate office including IT Centre & MT/ Operations control centre | 37 nos guards as per need | 1 | Unskilled | 37 | 47.06 |
| 2 | Security Staff for offices other than corporate office and area stores | 60 nos guards as per need | 1 | Unskilled | 60 | 76.32 |
| 3 | Ministerial Staff Outsourcing for DC | Additional Contingency Provision of 100 Data Entry Operators at DCs after obtaining approval from CGM (HR&A) | 1 | Semiskilled | 100 | 144.00 |
| 4 | Ministerial Staff Outsourcing at Other Offices (including stores & MT) except Corporate Office | Nearly 45 Skilled persons in all as per need | 1 | skilled | 45 | 76.14 |
| | | Nearly 50 Semi Skilled persons in all as per need | 1 | Semiskilled | 50 | 72.00 |
| | | Nearly 30 Unskilled persons in all as per need | 1 | Unskilled | 30 | 38.16 |
| 5 | Ministerial Staff/ Office attendants Staff Outsourcing at Corporate Office (Including CEC-Cell) | Nearly 20 super Skilled persons in all as per need | 1 | super Skilled | 20 | 38.64 |
| | | Nearly 30 Skilled persons in all as per need | 1 | skilled | 30 | 50.76 |
| | | Nearly 30 Semi Skilled persons in all as per need | 1 | Semiskilled | 30 | 43.20 |
| | | Nearly 40 Unskilled persons in all as per need | 1 | Unskilled | 40 | 50.88 |
| 6 | Additional manpower for CEC Cell | 1 Comuter operator Skilled | 1 | skilled | 2 | 3.38 |
| | | 1 Semi Skilled operator | 1 | Semiskilled | 1 | 1.44 |
| Total :Manpower Outsourcing | | | | | 445 | 641.99 |
| (B) Outsourcing of Other Services | | | | | | |
| 1 | Call Centers (Indore & Ujn) | | | | | 500.00 |
| Total :Outsourcing of Other Services | | | | | | 500.00 |
| (C) Vehicle Hire | | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | Officer's of Corporate Office | MD(WZ) | 1 | 12 | | 53.37 |
| | | CGM (HR&A) | 1 | 12 | | |
| | | CE (Corporate) | 1 | 12 | | |
| | | S.E. Works | 1 | 12 | | |
| | | CFO | 1 | 12 | | |
| | | Joint Director/ Addl Director (F&A) | 1 | 12 | | |
| | | Add. CE (Operation) | 1 | 12 | | |
| | | SE (IT) | 1 | 12 | | |
| | | Chairman (ECGRF) | 1 | 12 | | |
| | | Director (Technical) | 1 | 12 | | |
| | | General Pool Vechicle | 5 | 12 | | |
| 2 | Contingency Fund for Hiring Temporary Vehicles as per need by CGM (HR&A) | Contingency Fund for Hiring Temporary Vehicles as per need by CGM (HR&A) | 5 | 12 | | 18.00 |
| Total: Amount for Vehicle Hiring | | | 20 | | | 71.37 |
| (D) Revolving fund & Temporaray Advance | | | | | | |
| 1 | Revolving Fund to Offices(including Accounts Training centre) | Revolving Fund to Offices (Jt. Sec- 220000 PM, CEC Cell- 20000, and additional 25000 for contingency) | | | | 31.80 |
| 2 | Temporary Advances - Others | | | | | 3.31 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 35.11 |
| (E) Purchases for HoDs at Corporate Office | | | | | | |
| 1 | Purchases for HoDs at Corporate Office | Rs 2.5 lac per annum provision for meeting needs of section heads | | | | 30.00 |
| Total Purchase amount | | | | | | 30.00 |
| TOTAL AMOUNT OF BUDGET | | | | | | 1278.46 |

DIRECTOR COMMERCIAL

O&M Budget for the period 01.04.2017 to 31.03.2018

QT-28

| Sr | Item of Expenditure | Details for Calculations | No. Of office. | Type of Outsourced Resource | No. Of Person as per budget | Budget Allocation for of FY 17-18 Rs in Lacs |
|---|--|---|-----------------------|-----------------------------|-----------------------------|--|
| (A) | Manpower Outsourcing | | | | | |
| 1 | Ministerial Staff Outsourcing by Director Commercial (Including for HT cell) | Max 3 super skilled persons as per need | 1 | Sup Skilled | 3 | 5.80 |
| | | Max 15 skilled persons as per need | 1 | Skilled | 15 | 25.38 |
| | | max 2 Semi Skilled persons as per need | 1 | Semi Skilled | 2 | 2.88 |
| | | Max 8 Un Skilled persons as per need | 1 | Un Skilled | 8 | 10.18 |
| Total :Manpower Outsourcing | | | | | 28 | 44.23 |
| (B) | Vehicle Hire | | | | | |
| Sr. No. | Office | Purpose | No. Of Vehicle | Month | | Amount |
| 1 | Director Commercial | One Vehicle for Director Commercial | 1 | 12 | | 3.56 |
| | | One vehicle CE Commercial | 1 | 12 | | 3.56 |
| | | One Vehicle for SE Vidhansabha/Business Development | 1 | 12 | | 3.38 |
| | | One Pool vehicle for Commercial | 1 | 12 | | 3.38 |
| Total: Amount for Vehicle Hiring | | | 4 | | | 13.87 |
| (C) | Revolving fund & Temporary Advance | | | | | |
| 1 | Revolving Fund to Offices | Revolving Fund of HT Cell | | | | 2.40 |
| 2 | Temporary Advances - Contingency Fund for | Vehicle and Manpower for RMR work of LT highvalue Customers | | | | 55.00 |
| | | Vehicle and Manpower for SEZ pithampur | | | | 25.00 |
| | | Tree cutting and other maintenance for monsoon season | | | | 50.00 |
| | | Recovery of Arrears and inspection of krishi pump for improvization of Revenue collection | | | | 100.00 |
| Total RF/ Addl RF/ Temp Adv | | | | | | 257.40 |
| TOTAL AMOUNT OF BUDGET | | | | | | 315.50 |

MP Paschim Kshetra Vidyut Vitaran Company Limited, Indore

Instructions for operationalisation of the Budgetary Control System (Annexure to Budget Allocation FY 17-18)

1. Annual Budget Estimates –

The 'Budget Estimates' are enclosed herewith as Format 'QT- 1 to QT-28'. The approved budgetary ceilings are fixed unless it is changed by proper approval as per circumstances time to time.

2. Budget Monitoring –

All offices shall be required to limit the expenditure within the approved budget allocation, while achieving revenue targets. For this purpose, all offices shall be required to furnish Budget Monitoring Format to Corporate Office Finance Section by 10th of next month.

3. Coverage –

The Budgetary Ceilings prescribed herein, pertain to only O&M nature expenses. As such, only O&M related expenses are to be filled up in these formats. The receipts and expenses for Capex (e.g. Feeder separation, RAPDRP etc.) are not to be mixed up in these O&M budget Ceilings. ***The approval for Capital expenses shall be separately obtained by the concerning Project heads from Managing Director prior to start of FY 2017-18.***

4. Ascertainment of Necessity and Justification of Expenditure:

The budget allocation shall be made to various offices on the basis of expected requirements of resources. **However, mere availability of budget allocation must not be construed as reason and justification for incurring expenditure.** Before incurring any expenditure, its rationale must be examined and necessity / justification for expenditure must be ascertained by concerned officers who are authorising the expenditure. **Wherever applicable, proper administrative approvals must also be obtained from competent authority (as per the DoP) before tendering even if the Budget allocation is available.**

5. Budgetary allocation and Existing DoP

It is hereby clarified that the approved budget allocation for expenditure shall be utilised by various authorities subject to monetary ceilings as may be prescribed in the booklet of delegation of powers (as may be amended time to time).

It is further clarified that in no case the expenditure shall exceed the sanctioned budget ceilings, even if DoP prescribes a higher ceiling of expenditure for any item of expenditure.

In case the financial power of any authority is lower than the allocated budget, such authority shall utilise the available budget only after obtaining competent approval from concerned authority as per DoP.

6. Further allocation of Allocated Budget to subordinate offices

The budget allocation has been made by Corporate Office to Circle Offices or HoDs only (i.e. Budget Control Offices). Out of approved allocation, if any expenditure shall be made by any

sub-ordinate office (i.e. payment voucher for any expenditure shall be directly sent by such sub-ordinate office directly to RAO), budget allocation for such items of expenditure must be made by budget controlling offices to such sub-ordinate offices. Reference of the budget allocation must invariably be indicated on the payment vouchers sent to RAOs for payment.

7. Operational Budget Control Register:

On the basis of approved allocation for Operational Expenses, every Budget Control Office shall maintain a '**Operational Budget Control Register**' which shall contain details of Operational Budget Allocation as well as its utilisation through Purchase Orders/ Works Orders/ Revolving Fund/ Temporary Advances etc. Budget allocated to various subordinate offices shall also be shown in the '**Operational Budget Control Register**' as expenditure. In such cases the concerned sub-ordinate office shall give the reference of entry made in the 'Operational Budget Control Register' of budget allocating office on the payment vouchers. Unutilised budget of any month shall be carried forward as balance in the next month in budget control register. If any passed voucher is returned / withdrawn unpaid, a minus entry shall be made for such item in the Budget Control Register, at the time of cancellation/ withdrawal. Illustrative format for budget control register shall be as under.

Illustrative Format for Operational Budget Control Register for Local purchase

| Sr | Date | Particulars | Opening Balance of Budget | Expenditure | Closing Balance |
|----|------------|--|---------------------------|-------------|-----------------|
| 1 | 2 | 3 | 4 | 5 | 6 = 4-5 |
| 1 | 01.04.2017 | Op balance for the month (Budget allotted) | 100 | NA | 100 |
| 2 | 03.04.2017 | Purchase Order No ___ dtd ___ | 100 | 25 | 75 |
| 3 | 05.04.2017 | Purchase Order No ___ dtd ___ | 75 | 30 | 45 |
| 4 | 06.04.2017 | Purchase Order No ___ dtd ___ | 45 | 25 | 20 |
| 5 | 01.05.2017 | Additional Budget Allocation of 50 | (20+50) =70 | NA | 70 |
| 6 | 10.05.2017 | Budget allocated to O&M dn for purchase of safety appliances | 70 | 30 | 40 |

8. Time for making entry in the Operational Budget Control Register:

The operational expenditure shall be entered in the '**Operational Budget Control Register**' at the time of submission of passed vouchers to RAO for payment. If any budget is allocated to a sub-ordinate office, the same shall also be entered as expenditure in Operational Budget Control Register at the time of such allocation.

9. Mention of Budget Allocation on the Vouchers sent to RAO for payment (including Requests for RF and Temp Advance):

All passed vouchers pertaining to '**Operational expenses**' which are sent to RAO for payment (including requests to RAO for RF/ Temporary advance) shall invariably contain following certification-

- a. This expense has been entered at Sr no ____ dtd ____ in the budget control register.
- b. Total Available provision in the '**Operational Expenses Budget**' for FY 2017-18 is ____.
- c. Budget Provision already utilised is _____.
- d. Expenditure through instant voucher is _____.
- e. Balance Budget provision in this head is _____.

Note – In case the bill passing office is a sub-ordinate office (e.g. any O&M Division) of some Budget Control Office (e.g. concerned circle), such sub-ordinate office shall give the reference of entry made in the '**Operational Budget Control Register**' of Budget Control Office on the payment vouchers. If multiple vouchers are being passed by a sub-ordinate office which pertain to same entry in the 'Operational Budget Control Register' of budget control office, details of each passed voucher against such entry shall be maintained in the sub-ordinate office.

10. Non Admission of Payment Vouchers pertaining to Operational Expenses:

In case aforesaid details are not mentioned in the passed vouchers pertaining to operational expenses, payment of such bills/ vouchers shall not be admitted by RAOs/ Bill passing authorities. Responsibility for non-admissibility of such bills shall be entirely that of order placing authorities. Expenditure in excess of allocated budget shall also not be admitted by RAOs.

11. Monitoring of Budgetary Ceiling at the time of commitment of expenditure:

At the time of commitment of any operational expenditure, the Budget Control Authorities shall ensure that sufficient budget provision shall be available for payment of the proposed expenditure. In no case, financial commitment exceeding the budget provisions shall be permitted.

12. Transfer of Budget in case of Transfer of expenses

In case any budget is allocated to any budget control office for some expenditure but responsibility for that expenditure is transferred to some other Budget Control Office, the budget allocated for such expenditure shall also stand transferred to the Budget Control Office to which responsibility for expenditure is transferred. Information for such transfer of budget shall be given to CFO in Corporate Office as well as concerned RAO/ AO (CBP Cell). After transfer of such budget, entry shall be made in Budget Control Expenditure Register of 'transferor office' as expenditure and ' transferee office' as receipt.

13. Rate Contracts:

Orders placed against Rate Contracts shall be included in the budgetary ceiling of the Order Placing authority (and NOT the Rate Contract Finalisation Authority).

Note:- *On placement of MRBD work order to outsourcing agency through MRBD tender, the Budget allocation for "Meter reading cum Distribution Work" shall be subsumed in the MRBD expenditure in the already allocated budget for FY 2017-18 and it will be assumed that there will be no separate budget for "Meter reading cum Distribution Work" under this budget head, However all resources sanctioned earlier (under budget allocation) would automatically be withdrawn on implementation of MRBD work.*

14. Deposit Works and Capex:

Purchase Orders/Works contracts placed against deposit works and Capex shall not be counted towards O&M budgetary ceiling. However, in such orders/ contracts, it should be clearly mentioned that the purchase etc. is for deposit works/ capex.

15. Reckoning of Gross Amount of bill as expenditure:

For budget control purpose, the expenditure shall be reckoned as Gross amount of bill (i.e. inclusive of all estimated/actual taxes/ other charges).

16. Counting of expenditure only once:

At the time of accounting of gross amount of bill as expenditure, all deductions from bill are already accounted for. As such, at the time of remittance/ payment of such deductions (e.g. TDS to tax authorities etc.), the payment shall not be counted again as expenditure.

17. Use of O&M funds for small Capex:

Small capex on office equipments, T&P etc. may be met by various offices from O&M budget allocated to them. However, entry for such expenses must be made in the operational budget control register.

18. Utilisation of funds allocated to Regional CEs:

Funds allocated to Regional CEs for purchases as per material procurement plan shall be utilised by RESPECTIVE CE OFFICES ONLY and the same SHALL NOT be allocated to any sub-ordinate office for any procurement at local level without obtaining approval of Corporate Office, Works Section.

19. Guidelines for Use of RF/ Cleaning Funds/ Temporary Advance:

The RF/Additional RF/Temporary advance shall be drawn, utilised and accounted for as per this office circular no. CMD/WZ/CGM/201 dated 23.03.2014. (As amended time to time)

20. Sub-station outsourcing:

- a. For sub-station outsourcing, maximum three outsourced operators per sub-station have been approved for budgeting. As such, atleast one departmental candidate must be posted at each sub-station.
- b. The bidding shall be done as per company policy. All purchase related formalities, including e-procurement, website publications etc. shall be followed as per rules.
- c. Standard Bidding documents shall be used.

Administrative approval for outsourcing shall be granted by Regional CEs.

21. Vehicle Hire Expenses:

- a. Vehicle shall be hired as per vehicle prescribed vide this office circular no. CMD/WZ/CGM/3814 Indore dated 26.02.2014 **after obtaining approval from competent authority.**

- b. Budget provision for **project related vehicles** has not been made in O&M budget. Approval for Project related vehicles must be obtained separately by concerned Project Director from MD prior to start of FY 2017-18 and expenditure on such vehicles must be charged to concerned scheme.
- c. **The Vehicle engagement order should clearly mention the reference of budget approval and registration number of Finance Cell.**
- d. Vehicle log-books and tour diaries shall invariably be maintained by all concerned field officers, who have been allocated vehicles.

22. Work / Services Contracts relating to O&M:

- a. In case of work/ services contracts, the measurement of works/ services received shall be properly recorded in Measurement Books / Subsidiary Registers to be maintained in the concerned office. The bills for works/ services shall be passed only after verification of Measurement Book/ Subsidiary Registers. Payment Order shall be recorded by Bill Passing authority in the measurement book/ subsidiary registers as well as bill/ invoice.
- b. Subject to availability of budget allocation, the powers for according administrative approval for entering into work/ services contracts shall be as per DoP, and if no DoP is prescribed, the same shall be similar to DoP as applicable for placing purchase orders of similar value.

23. Manpower Outsourcing:

- a. Detailed schedule of Maximum permissible Manpower Outsourcing for various offices are given in the Budget Allocation Format for respective offices. **The actual outsourcing should be restricted within the indicated ceiling and also to be reduced by the regular employee already posted for the same.**
- b. Although budget allocation has been made for outsourcing of O&M as well as ministerial staff at various offices, approval for outsourcing must be given after careful assessment of necessity by authorities empowered to grant approvals. All authorities who accord administrative approval for manpower outsourcing must grant approval after ensuring compliance with ceiling limits.
- c. Subject to availability of budget provisions, the powers for according administrative approval for outsourcing of manpower (except Security Staff Outsourcing) are delegated to the authorities as mentioned hereunder-
 - i. In case of O&M field formation (including STC and STM) upto regional level - The concerned CEs .
 - ii. In case of Corporate Office (other than finance section) – The CGM (HR&A).
 - iii. In case of vigilance wing - the CVO.
 - iv. In case of RAOs and Corporate Office Finance Section– Chief Financial Officer.
 - v. In case of other offices, order of CGM (HR&A).

Concerned authorities shall grant approval after satisfying themselves regarding necessity and reasonableness of the proposed expenditure.

- d.** For outsourcing of Security staff, administrative approval shall be granted by CGM (HR&A)-
- e. Standard bid documents, shall be utilised by all field authorities for Outsourcing of manpower. All purchase related formalities, including e-procurement, website publication etc. as applicable, shall be followed.

- f. **The rate contract award should clearly mention the reference of budget approval.**
- g. Proper attendance records must be maintained in every office in respect of outsourced manpower. **Attendance of such manpower must be verified by supervising officers during inspections also.**

24. Purchases at Regional Level:

The budget provisions allocated to Regional CEs for **O&M Purchases** shall be utilised for following items-

- a. Procuring O&M materials allocated to CEs.
- b. Approval of Contracts for Transportation of materials as per need.
- c. Availing services as per requirement.
- d. Reconditioning of PTRs
- e. SIM Hiring for AMRs
- f. Purchase of Tyre tube & Batteries.

25. Purchases at Circle level:

The budget provisions allocated to Circles for **O&M Purchases** shall be utilised for following items-

- a. Local Purchases of O&M nature (including LRUs if operational after due permission).
- b. Sweeping, Cleaning, Water Supply contract with monthly expenses exceeding Rs 1000/- pm (where such contract is not placed by Civil).
- c. Purchase and repair of office equipment and small T&P.
- d. Repairing of departmental vehicles.
- e. Printing of Stationery. Purchase of stationery. Photocopy Services.
- f. R&M of Lines, Transformers etc. at site.

26. Outsourcing of manpower for LTMT labs:

The budget for outsourcing of manpower for LTMT labs has been allocated to ACE MT. If outsourcing of any LTMT lab is effected through any SE (O&M/ CC), the appropriate amount of budget for this activity must be transferred by ACE (MT) to concerned SE.

27. Procurement by HoD at Corporate Office (Rs 2.5 lac per annum)

A committee of ED (Purchase), CGM (H.R.& A.) and Chief Financial Officer shall accord administrative approval to Procurement proposals initiated by HoDs for their sections as per approved monitory ceiling (Rs 2.5 lac per annum).

28. Contingency Budget to Director Commercial (Rs 255 Lac per annum)

The Budget provision has been allocated to Director Commercial under the head of "Contingency" head for the proposals of maximisation/ enhancement of revenue collection. The inter-head utilization approval of aforesaid budget should be obtained from MD.

29. Civil Works at Stores

Although a budget provision has been made for civil works at area stores viz Transformer storage platforms, water tank for fire fighting, sheds etc, the administrative approval for such works MUST BE OBTAINED FROM MD.

30. Purchase of Office Equipment

Procurement of following items, even if Budget is available, shall be restricted and notwithstanding any provision in DoP or any other circular, administrative approval of a committee of ED (Purchase), CGM (H.R.& A.) and Chief Financial Officer shall have to be obtained before initiating procurement of following items.

- a. Air-conditioners except in case of IT installations where providing Air conditioned environment is essential.
- b. Motor Vehicles, Cranes and earth moving machinery.
- c. Computers, Printers, Photocopiers, Plotters and similar devices costing more than Rs 5000. However this restriction shall not apply for replacement of components and parts of computer systems viz. monitors, hard disk, toner-cartridge etc.
- d. Furniture.

31. Economy measures:

Due to precarious financial position, all offices are directed to ensure utmost economy in the expenditure being incurred. In particular, all offices are directed to ensure that-

- a. All the telephones installed at the offices are covered under most economic tariff plan. All concerned officers are directed to personally ensure the same. During field visits, supervising officers are requested to verify compliance of these instructions.
- b. Expenses on Travelling Bills and Medical Reimbursement Bills must be minimised.
- c. Expenditure on advertisement expenses in news papers must be minimised. The size of the advertisement to be printed in newspapers must be carefully determined so that excessive expenditure on advertisements is avoided.
- d. Frivolous and un-necessary purchases must not be made. The stock position must be verified and necessity for purchases must be critically examined before making fresh procurement. Following certificate shall be COMPUSORILY MENTIONED in every purchase order.
 - i. "The proposed expenditure shall be met from Operational Budget of the office for the FY 17-18. Certified that sufficient budget provision (along with the reference of budget approval) is available for incurring the proposed expenditure."
 - ii. The stock position at area stores as well as various site stores has been verified and the purchase is necessary looking to available stock position, consumption pattern and operational needs.
 - iii. Immediate Previous purchase for these materials was made in _____. The comparison of current rates with previous rates is as under.

| Sr | Item | Previous Rates | Current Rates |
|----|------|----------------|---------------|
| | | | |

- iv. The purpose of procurement is as follows-

The material being procured is expected to be utilised for purpose by _____.

32. Removal of Difficulties:

Difficulties in implementation of the proposed scheme be brought to the notice of Corporate Office. Suitable orders for removal of such difficulties shall be issued time to time.

SD/-

Chief Financial Officer