

## Sr.Electrical Inspectors 4(1)b information

### **I. PARTICULARS OF ORGANISATION, FUNCTION AND DUTIES**

The object of Rajasthan Electrical Inspectors is to ensure electrical safety and Accident Free electrical installations in the State of Rajasthan is the mission of Rajasthan Electrical Inspectorate. The Electrical Inspectorate is a statutory creation under the Indian Electricity Act, 1910. It was part of the erstwhile Electricity Department of the Government of Rajasthan. Now it is under the administrative control of the Energy Department of Govt. of Rajasthan.

The Rajasthan Electrical Inspectorate exercises the powers and perform functions specified in the following Acts and Rules/Regulations framed there under.

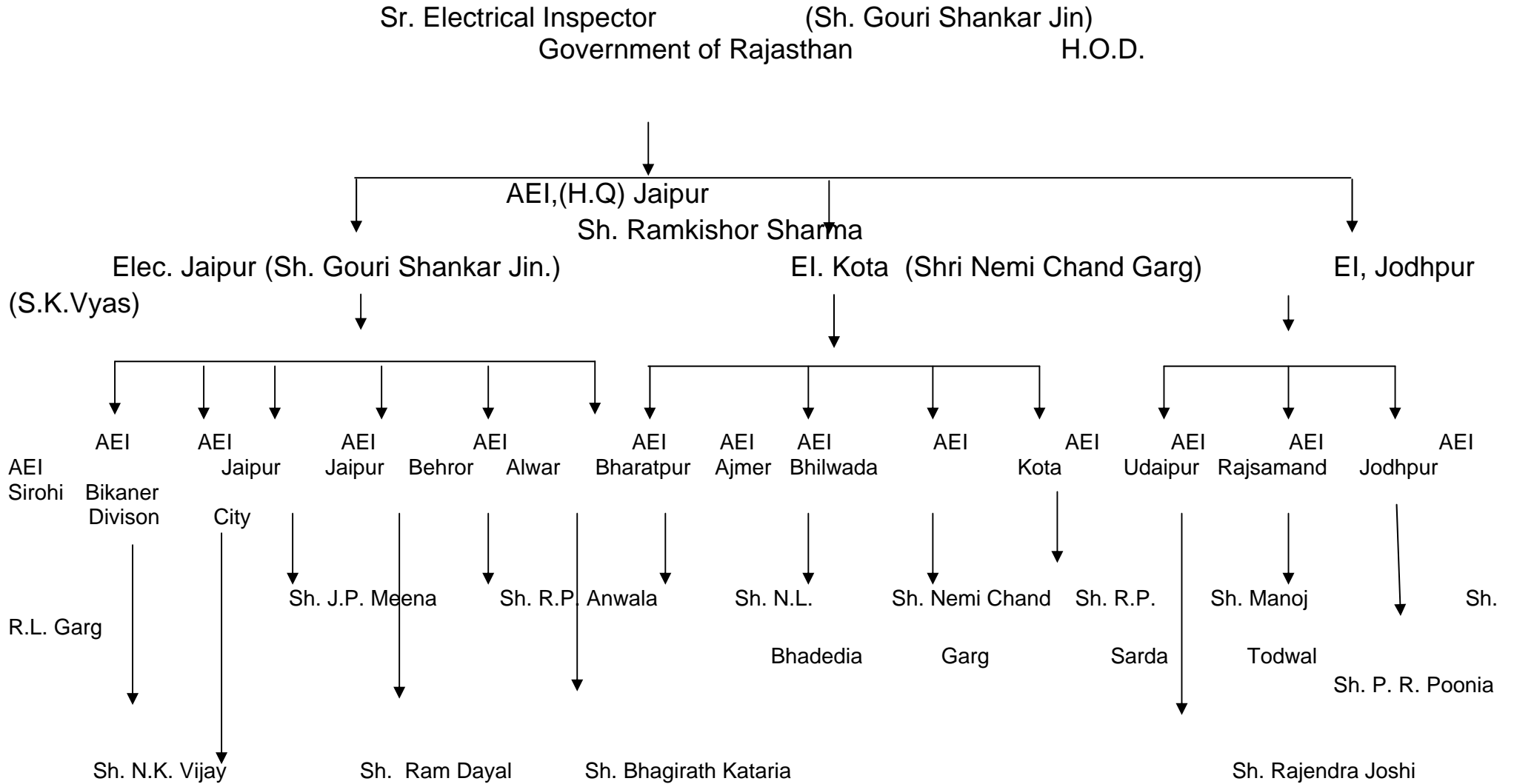
- 1) The Electricity Act, 2003.
- 2) The Indian Electricity Rules, 1956.
- 3) Rajasthan Cinemas (Regulation) Act, 1952.
- 4) The Energy Conservation Act, 2001.

Ensuring Electrical Safety in Electrical Installations, Cinema premises, WIPs and other functions where public are assembled etc, Implementing Energy Conservation measures are the main activities/functions of this Department.

The following services are rendered at the office of Senior Electrical Inspector to Government.

- (i) Approval under Rules 63 of Indian Electricity Rules, 1956.
- (ii) Approval under Rules 47A of Indian Electricity Rules, 1956.
- (iii) Issue of Cinema Operator Licence under Rajasthan Cinema Regulation Rules, 1957.

Organisational Structure Diagram of Rajasthan Electrical Inspectorate is as followings:-



Sh. M.C. Agarwal

## **II. POWERS AND DUTIES OF OFFICERS AND EMPLOYEES**

As per Energy Department Notification, Dated 31st Dec. 1994. In exercise of the power conferred by Sub rule 1(a) of Rules 46 of the Indian Electricity Rules, 1956 and subsequent Notifications there on , Inspections of various types of electric installation connected to the supply system of the supplier, Granting permission and No objection certificates are to be issued by the officers of the Electrical Inspectors. Some of them are specified below:

1. **Periodical Inspection** of low medium voltage Electrical Installations
2. **Inspection, approval, and granting no objection certificate** for temporary Electrical Installations at public places
3. **Inspection and permission** for charging **high and extra high voltage installation** of consumer and licensee under rules 63 of I.E. Rules 1956
4. **Inspection** and granting **permission** for commissioning generating plant installations (capacity **above 10 kilowatt**) under rule 47A of I.E. Rules 1956
5. **Inspection** and granting **permission** for energizing Electrical Installation of **multistoried building** (having height **more than 15 mtrs.**)
6. **Inspection** and issue of **no objection certificate** to commensurate Electrical supply to Electrical Installation of.
  - i) **Cinema** Talkies - permanent/quasi permanent/temporary
  - ii) **Video** Talkies
  - iii) **Circus/** Public Entertainment places

## **III. PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY:**

All the applications for either grant of approval of drawings in respect of all kinds of electrical installations are scrutinized by the departmental officers according to the delegation of powers subject to the requisite drawings are submitted to the jurisdictional Officers . Wherever there are any deficiencies, the same will be intimated to the applicant for compliance and resubmission. The erection of the electrical equipments is required to be undertaken as per the approved plans. The above said procedure is also followed by the jurisdictional field officers of the department.

The periodical inspection will also be carried out for all the above said Electrical installations along with MV installations, X-ray installations and Neon-sign installations by the jurisdictional inspecting officers and necessary inspection fees would be levied as per the prescribed rates.

The Sr.Electrical Inspector to Govt, will be the final decision making authority for any revisions and clarifications.

#### **IV. THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:**

The norms for discharging the works will be followed as per the Manual of Department, & Energy Department, Government of Rajasthan, order No P.22(20)Energy/94 Dated: 31<sup>st</sup> December 1994. The office procedures set by the Government of Rajasthan is being followed for relevant applications.

#### **V. THE RULES, ACT BOOKS, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:**

1. Rajasthan Electrical Inspectorate state Service Rules 1975
2. RSR(CCA) Rules-1958
3. RSR (Conduct)
4. The Electricity Act 2003
5. I.E. Rules 1956
6. The Rajasthan Cinemas (Regulation) Act 1952 and Rules 1959
7. The Rajasthan (Licensing of Electrical contractor and grant of certificates and permits to Electrical supervisors and wiremen) Rules 1956
8. National Electric Code-1985
9. Inspection Manual.

#### **VI. A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL:**

##### **ADMINISTRATION SECTION:**

1. Service Registers and increment registers.
2. Drawal of salaries, recovery of loans and advances
3. Pay and TA acquittances
4. Bill Registers
5. Earned leave encashment, leave sanction register
6. Court cases concerned to administration.
7. Budget estimate, allocation, etc.
8. Reconciliation of expenditure
9. Related Files pertaining to service matters.
10. Advances and re-imburement of medical expenses
11. Inward and outward registers.
12. General and Administrative circular files.

##### **TAX, ACCOUNTS AND CASH SECTION:**

1. Court cases files.
2. Reconciliation of Revenue Receipts.
3. Cash receipt book and cash book.
4. Details of receipt/remittance of DD/cheque received from different sections.
5. Paid vouchers.
6. The ledger of remittance of cash / DD/ Cheque.
7. Imprest register.

##### **CINEMA OPERATORS' EXAMINATION SECTION:**

1. Cinema Operator Examination board: File
2. Cinema Operator's permits/ Registers/Ledgers.

### **MANUAL SECTION:**

1. Registers of the statistics of Electrical installations

### **TECHNICAL SECTION:**

1. Register of the Electrical drawing approvals
2. Register of the commissioning approvals
3. Registers of the electrical accidents
4. Accident correspondences /Circular files

### **LICENSING SECTION:**

1. Ledgers of the Electrical Contractor Licences and their renewals

### **COMPITANCY CERTIFICATE SECTION:**

1. Ledgers of the Electrical Supervisor's permits and renewals.
2. Ledgers of the Mining Industrial Supervisor's Permits and renewals.

### **WIREMEN PERMIT SECTION:**

1. Ledger of the Special wiring permits and their renewals
2. LA&EB meetings and proceedings files.
3. Dispute files – Dispute between LEC & consumer

### **VII. The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof:**

- Not applicable

### **VIII. A Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, are the minutes of such meetings are accessible for public:**

The department has two official boards:

- A. Licensing Advisory and Examination Board which scrutinizes the applications received for issue of fresh and renewal Electrical contractor licenses and permits including special wiring permits and recommends for issue of them. The Board conducts exam each year for issue of competency certificate to Supervisors and permits to wiremen. Meetings of the Board are confined to the Members. However the minutes of the Meetings are available to public.
- B. Board of Examiners for Cinema Operator: conducts exam for cinema operators every year for issue of competency certificates as well as permits, permits to such candidates who have passed the examination. Meetings of the Board are confined to the Members. However the minutes of the Meetings are available to public.

**X. THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS:**

S.No.	Officer	Officer Name	Place	Scale	Telephone
(1)	Head Office				
1.	Gouri Shankar Jinger Sr.Elect.Inspactor <b>(Appellate Officer)</b>	Sr. Eleect. Inspector	Jaipur	15600-36900	0141-2709066
2.	Ram Kishore Sharma <b>(P.I.O.)</b>	Asstt. Electrical Inspector (H.Q)	Jaipur	15600-36900	0141-2711215
(2)	Divisonal Officer <b>(SPIO)</b>				
1.	S.K.Vyas	Eleect. Inspector	Jodhpur	15600-39100	0291-2771492
2.	Gouri Shankar Jinger	Eleect. Inspector	Jaipur	15600-39100	0141-2224764
3.	Nemi Chand	Asstt. Eleect. Inspector	Kota	15600-39100	0744-2471548
4.	Ram Dayal	Eleect. Inspector	Alwar	15600-39100	01494-230069
5.	N.K. Vijay	Asstt. Eleect. Inspector	Jaipur-Division	15600-39100	0141-2224763
6.	M.C. Agarwal	Asstt. Eleect. Inspector	Jaipur-City	15600-39100	0141-2224483
7.	R.P. Anawla	Asstt. Eleect. Inspector	Bharatpur	15600-39100	05644-229140
8.	Rajendra Kumar Joshi	Asstt. Eleect. Inspector	Jodhpur	15600-39100	0291-2771339
9.	Bhagirath Kataria	Asstt. Eleect. Inspector	Ajmer	15600-39100	0145-
10.	R.P. Sharda	Asstt. Eleect. Inspector	Udaipur	15600-39100	0294-2415412
11.	Nathu Lal Bhedia	Asstt. Eleect. Inspector	Bhilwara	15600-39100	01482-265419
12.	Manoj Todwal	Asstt. Eleect. Inspector	Rajsaman d	10000 (Fixed)	02952-231673
13.	Ratan Lal Garg	Asstt. Eleect. Inspector	Sirohi	15600-39100	02972-222304
14.	Griraj Prasad	Asstt. Eleect.	Bahord	15600-	01494-

	Meena	Inspector		39100	230069
15.	Purnaram Punja	Asstt. Eleect. Inspector	Bikaner	15600- 39100	0151- 2522520
16.	Nemi Chand Garg	Asstt. Eleect. Inspector	Kota	15600- 39100	0744- 2471510

**Public Information Officer  
Assistant Electrical Inspector (H.Q.)  
Jaipur.**

**XI. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:**

- Department has no planned programmes.

**XII. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:**

- Not applicable

**XIII. Particulars of recipients of concessions, permits or authorisations granted by it:**

- Not applicable

**XIV. Details in respect of the information, available to or held by it, reduced in an electronic form:**

- The department is not yet computerized; hence information in electronic media is not available.

**XV. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:**

- Any information required can be had from the Office in working hours only.

**XVII. Such other information as may be prescribed and thereafter update these publications every year:**

- Efforts will be made to update the information as required under the RTI Act, and improve the database to the Satisfaction of the public in general.