



SECRETARIAT BRANCH,
144, ANNA SALAI,
CHENNAI-600 002

Memo. No. 4335/A10/A102/2023 -1 ,dated : 14.03.2023.

Sub: TANGEDCO – Guidelines for allotment and occupation of Inspection Bungalow of TANGEDCO – Further instructions -Issued.

Ref: 1. (Per) CMD TANGEDCO Proceedings No.98 Dt. 23.05.2015.
2. Memo. (Per) No.47269/A23/A232/2019-1,dated 10.02.2020
3. Memo. (Per) No.11833/A10/A102/2022-1,dt.12.04.2022.

In the Proceedings first cited, among others orders have been issued revising the tariff rates and guidelines for allotment and occupation of Inspection Bungalows of TANGEDCO.

2. In the reference second cited, the tariff rates ordered in the Proceedings dated 23.05.2015 has been extended to the office of the Resident Manager/New Delhi.

3. In the reference third cited, certain instructions have been issued to all the Chief Engineers and Superintending Engineers to instruct all the officials under their control to ensure that their applications for allotment of Inspection Bungalows reach the office of the Secretary/TANGEDCO at least before three working days from the date of occupation and duly complying with the instructions issued in (Per) CMD TANGEDCO Proceedings No.98 dated 23.05.2015.

4. In spite of the instructions issued in the reference third cited, it has come to notice that the applicants are not following the guidelines properly. Moreover, while processing the file for allotment of Inspection Bungalow in certain cases, it is found that request for allotment of Inspection Bungalow is being made repeatedly in the name of the persons who are working at the concerned same circle. At the same time, it is not known whether the said person accommodate the allotted Inspection Bungalow or not.

5. In order to avoid such incidents it has been decided to issue further instructions to all the Chief Engineers and Superintending Engineers to ensure the following points strictly:-

- i. The letter seeking Inspection Bungalow should be duly signed by the applicant along with the copy of photo identity card, contact number and email ID to be furnished.

- ii. They should send their request letter to the following email ID **secy@tnebnet.org** in future, as the Secretary is Competent Authority for sanction of allotment of Inspection Bungalow.
- iii. The CUG number to be contacted for allotment of Inspection Bungalows is "**9445867879**", Section Officer/ A10/ Secretariat Branch.
- iv. If the applicants, who request for allotment of Inspection Bungalow, works in the same jurisdiction or circle or same place they should get prior approval from their immediate higher officer and a copy of approval should be attached along with their application.
- v. When the allotment of Inspection Bungalows are requested for official purpose, the request shall be made by the concerned officer along with copy of such orders in connection with the official duty.
- vi. Further for both official and personal purpose, the request of Inspection Bungalow application should be submitted **three days** prior to the date of allotment of Inspection Bungalow requested.
- vii. The concerned Chief Engineer/Superintending Engineer be directed to instruct the Assistant Executive Engineer/Civil, who is incharge at each Inspection Bungalow to send a report to the Secretary/ TANGEDCO, every fortnight regarding the details of stay of each and every person and also the amount collected from them in brief.
- viii. The Chief Engineers/Superintending Engineers be requested to send an intimation to the Secretary, if the Inspection Bungalow allotted to the concerned person has not been stayed in Inspection Bungalow on the allotted date.

6. The Chief Engineers/Superintending Engineers are also requested to communicate the above said instructions to the concerned officers who dealt with Inspection Bungalow and to adhere the same without any deviation.

**A.MANIKKANNAN
SECRETARY**

To,
All Chief Engineers & All Superintending Engineers
The Resident Manager/New Delhi

Copy to
All Directors/TANGEDCO/TANTRANSCO,
All Chief Financial Controllers
The Chief Internal Audit Officer
The Regional Audit Officer
All Deputy Secretaries/Under Secretaries

//TRUE COPY//FORWARDED//BY ORDER//


SECTION OFFICER

15/03/2023
15/03/2023