

E-mail:

TNPDCL  
(ACCOUNTS BRANCH)

From  
V.Kasi M.Com., ACMA.,  
Chief Financial Controller/Revenue,  
7<sup>th</sup> Floor, NPKRR Maaligai,  
144, Anna Salai,  
Chennai-600 002.

To  
All the Superintending Engineers  
Distribution Circles  
TNPDCL

Letter No.CFC/Rev/FC/Rev/DFC/Rev/AAO/Asst/F.DCRC /D.198/2026,dt.02.03.2026.

Sir/Madam,

Sub: TNPDCL –LT billing software – Withdrawal of earlier instruction issued for  
Disconnected Services – Revised guidelines issued - Reg.

Ref: Lr. No.CFC/Rev/FC/Rev/DFC/Rev/AAO/Asst/F.DCRC /D127/2024 dt 16.02.2024

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The instructions issued, under ref. cited is hereby withdrawn and revised guidelines  
to be adopted are stated below.

1. All Revenue Branches to take immediate action to issue Termination of Agreement (TA) notices for all services under DC after completion of three (3) months period
2. After completion of three (3) months notice period, the Section Officer concerned should take immediate action to release the meter within 15 days from the date of termination of agreement period.
3. After releasing the meter, the same should be handed over to MRT wing within seven (7) days for obtaining Final Reading (FR) and after confirmation of FR by MRT wing, necessary account closure process to be done immediately i.e., within seven (7) days by Revenue Branch concerned.
4. Any delay by officials concerned in the above process should be viewed seriously and responsibility will be fixed on the officials concerned.



Chief Financial Controller/Revenue

Copy to all the Chief Engineer/ Distribution Regions.

Copy to Chief Engineer/Information Technology.

Copy Submitted to the JMD/Finance/TANGEDCO for kind information.