
 <p>PGVCL</p>	<p style="text-align: center;">“SAVE ELECTRICITY FOR THE NATION”</p> <p style="text-align: center;">PASCHIM GUJARAT VIJ COMPANY LTD</p> <p style="text-align: center;">Registered & Corporate Office</p> <p style="text-align: center;">Nana Mava Main Road, Laxminagar, Rajkot - 360 004</p> <p style="text-align: center;">CIN U40102GJ2003SGC042908</p> <p style="text-align: center;">PHONE: -2380425, 2380427 FAX : 2380428</p>	 <p>आज़ादी का अमृत महोत्सव</p>
NO. PGVCL/Comm/		

To,
The All Industrial Association

Sub: Draft for obtaining documents to register LT & HT Industrial connections for processing applications for New connection/ Load Extension/ Reduction under “Ease of Doing Business”.

Ref: - 1) GUVNL letter No. GUVNL/Tech/EOD-BUSI/114 dated 21.01.2016
2) PGVCL letter No. PGVCL/Comm/2607 dated 21.03.2016
3) ELC/2015/GOI/29-k1 dated 23.10.2018

With reference to above mentioned subject, it is to state that guidelines already circulated vide above referred letters for obtaining documents at the time of registration of New/ Load Extension/ Reduction HT/LT Industrial connections. However it is noticed that different offices are obtaining different documents. Said matter is also pointed out during meeting with Chamber of Commerce, Rajkot on 28.02.2022 at corporate office and also representation received from various associations to harmonize documentation required for New/ Load Extension/ Reduction for HT/LT Industrial connections for all the offices. Accordingly, new draft guidelines have been prepared and are hereby shared for your feedback. Please share your feedback within seven days.

A. Following documents are to be obtained for New HT/LT Industrial connections along with prescribed A2/ A1 forms.

1. Any of the following document shall be considered as acceptable proof of identity (GERC Notification No.4/2015, Cl. 4.15.(1))
 - a. If the applicant is an individual:
 - I. Electoral identity card
 - II. Passport
 - III. Driving License
 - IV. Ration Card
 - V. Photo identity card issued by Government agency
 - VI. PAN card
 - VII. Aadhar Card
 - b. If the applicant is a company, trust, educational institution, government department etc., the application form shall be signed by competent authority (e.g. Branch Manager, Principal, Executive Engineer, etc.) along with a relevant resolution/authority letter of the institution concerned.

2. Any of the following documents shall be considered as acceptable proof of ownership or occupancy of premises: (GERC Notification No.4/2015, Cl. No 4.16)
 - (i) Copy of registered sale deed or lease deed
 - (ii) Latest 7/12, 8-A, Hakk patrak (6), Namuna No-2 (Not older than 30 days)
 - (iii) Letter of allotment / possession
 - (iv) An applicant who is not an owner but an occupier of the premises shall, along with any one of the documents listed above (1) to (3) above, also furnish a No Objection Certificate from the owner of the premises except lease holder where long lease is granted for the premises. Where the NOC from the owner of the premises is not available due to any reason(s), new connection be allowed on the basis of submission of indemnity bond prescribed by the PGVCL to indemnify against losses on account of disputes that may arise out of effecting service connection to him.
 - (v) In case of partnership firm if one of the partner/partners contributing land as Capital and no sale deed of lease deed available then along with partnership deed, 7/12, 8-A and Hakk Patrak -6(not older than 30 days from date of application) are to be submitted.
3. In case of Partnership firm including Limited Liability Partnership (LLP) – The applicant shall furnish the partnership deed duly notarized and an authorization in the name of the applicant for signing the requisition form and agreement. Current address proof shall be obtained for the all partners.
4. In case of Public and/or Private Ltd company- The applicant shall furnish the Memorandum and Articles of Association and Certificate of Incorporation along with an authorization in the name of the applicant for signing the requisition form and agreement. Current address proof shall be obtained for the all directors.
5. For new Industrial connections, the applicant shall submit valid GPCB certificate or undertaking for submission of the same before release of connection with copy of application to GPCB. As per GPCB circular dated 06-05-2015 the industrial units listed under green categories have been exempted from obtaining the CTE (consent of establishment) certificate. Hence it is not required to obtain CTE certificate for processing new applications. Self-declaration regarding not applicability of GPCB NOC to be obtained and same should be verified by PGVCL Only. Under no circumstances should GPCB to provide letter or certificate confirming exemption for green categories. List of exempted units/ industries is attached herewith and it is also available on the GPCB website.
6. Approved Lay out Plan (for boundary demarcation)

B. Following documents are to be obtained for Load Extension HT/LT Industrial connections along with prescribed A2/ A1 forms.

1. Following declaration should be given by applicant before signature in A1/A2 form.

I, the undersigned, am authorized signatory on behalf of consumer No: _____

I undertake that at present our power boundary covers survey No _____ of village _____ Dist. _____ and accordingly we submitted lay out plan while getting new connection /Load Extension. The same is till date owned/ Occupied by the consumer mentioned as above.

I further undertake that with the addition of load as applied for will be utilized within the above mentioned power boundary.

2. If the applicant is a company, trust, educational institution, government department etc., the application form shall be signed by competent authority (e.g. Branch Manager, Principal, Executive Engineer, etc.) along with a relevant resolution/authority letter of the institution concerned.
3. For addition to the load of existing connection, the applicant shall submit valid GPCB certificate or undertaking for submission of the same before release of connection with copy of application to GPCB. As per GPCB circular dated 06-05-2015 the industrial units listed under green categories have been exempted from obtaining the CTE (consent of establishment) certificate. Hence it is not required to obtain CTE certificate for processing load extension of such applications.

C. Following documents are to be obtained for Load Reduction HT/LT Industrial connections along with prescribed A2/ A1 forms.

1. If the applicant is a company, trust, educational institution, government department etc., the application form shall be signed by competent authority (e.g. Branch Manager, Principal, Executive Engineer, etc.) along with a relevant resolution/authority letter of the institution concerned.

D. Customize Request i.e. Power Boundary extension/ Reduction, shifting of point of supply etc.

1. If the applicant is a company, trust, educational institution, government department etc., the application form shall be signed by competent authority (e.g. Branch Manager, Principal, Executive Engineer, etc.) along with a relevant resolution/authority letter of the institution concerned.

2. Any of the following document shall be considered as acceptable proof of ownership or occupancy of premises: (GERC Notification No.4/2015, Cl. No 4.16)

- (i) Copy of registered sale deed or lease deed
 - (ii) Latest 7/12, Hakk patrak (6-A), Namuna No-2
 - (iii) Latest Municipal tax receipt or Demand notice or any other related document
 - (iv) Letter of allotment
3. Approved Lay out Plan (for boundary demarcation)

E. In case of applicant faces any difficulty, they may approach Jan Seva Kendra or contact EoDB cell, Scada center, Corporate Office, Rajkot or call 19122.

Documents mentioned here above are to be obtained from the applicants. Circulars/ Guidelines issued earlier are superseded. Above guideline shall be effective from date of issuance of the letter.