

Solution

Q.1 a) Write down the Canons of Financial Propriety relating to expenditure ?

Ans: a) The Canons of Financial Propriety are as below:

1. Every Employee is expected to exercise the same vigilance in respect of expenditure incurred from board/Corp.'s money as a person of ordinary prudence would exercise in respect of the expenditure of his own money.
2. The expenditure should not be prima facie more than the occasion demands.
3. Money borrowed on the security of allocated revenues should be expended on those objects only for which money is borrowed.
4. No authority should exercise its powers of sanctioning expenditure to pass an order which will be directly or indirectly to its own advantage.
5. Board's/PSPCL's revenues should not be utilized for the benefits of a particular person or section of the community unless:
 - a. The amount of expenditure involved is insignificant.
 - b. A claim for the amount could be enforced in a court of law, or
 - c. The expenditure is in pursuance of a recognized policy or custom.
6. No authority should sanction any expenditure which is likely to involve, at a later date, expenditure beyond its own powers of sanction.
7. The amount of allowances, such as travelling allowance, granted to meet expenditure of a particular type, should be so regulated that the allowances are not on the whole the sources of profit to the recipients.

Q.1 b) Differentiate:-
I) Technical Sanction and Administrative Approval.
II) Commissioning of Assets & Capitalisation of Assets.

Ans: b) I) Technical Sanction : For every work proposed to be carried out, except petty works and repairs for which lump sum provision has been sanctioned by the competent authority, properly detailed estimate must be prepared for the sanction of the competent authority. This sanction is known as the Technical Sanction.

Administrative Approval : For every work (Excluding repair and petty works) it is necessary to obtain the concurrence of the competent authority to the proposal before taking sanction to the work is accorded. The formal acceptance of the competent authority of the proposal to incur expenditure is termed as Administrative Approval.

II) Commissioning of Assets : At the end of trial stage, when an asset is first put to use is deemed to be commissioned. e.g. when transmission lines are energized, these are treated as commissioned.

Capitalisation of assets : An asset shall be capitalized when it is first put to use. All expenditure incurred on capital works shall be first debited to GH 14. As soon as any work is completed /commissioned the executing authority should intimate date of completion/ commissioning of work/asset and up to date expenditure to the accounting unit. After that accounting unit shall check the expenditure, account for known liabilities and pass an accounting entry transferring the total expenditure from work in progress account to the fixed asset account. This is called capitalization of asset.

Q.2 a) How a mistake in the Cash Book of Divisional Office is corrected ?

Ans: An entry once made in the Cash Book should not be erased. If a mistake has been made and it is discovered before finalization of account, the mistake should be corrected by drawing the pen through the incorrect entry by inserting the correct one in red ink between the lines. The disbursing officer should initial every such correction and invariably date his initials. If the accounts of the month have been closed, no corrections of errors in the amount, classification or name of work should be made in that cash Book. But a journal entry should be prepared for the necessary corrections, a suitable remark in the red ink being recorded against the original erroneous entry in the cash Book.

Q.2 b) Discuss the Rules regarding grant of Imprest ?

- Ans :**
1. Imprests should only be given when absolutely necessary and the amount should be kept as low as possible to minimize the risk of loss of the Board's/ PSPCL's money.
 2. Imprests may only be given with the express sanction of the Executive Engineer, and then only to employees of whose character the Sub Divisional Officer has had opportunity of forming a favourable opinion.
 3. In the case of loss or defalcation the Executive Engineer will be held responsible that all requisite precautions have been taken.

Q.2 c) Name the Account Code of the following :-

i)	Travelling Expenses.	76.132
ii)	Misc. Advance account pending clearance.	28.868
iii)	Interest free advance to contractor for works (O & M).	26.511
iv)	Medical Expenses.	75.710
v)	Miscellaneous Expenses.	76.190

- Q.3 a) Write down the competent authorities to accept tenders & mention their financial powers ?

Ans Powers of various officers as per Works Regulations

Sr. No.	Officer	Open Tender	Limited Tender	Single Tender
1	FULL BOARD	Full Powers	Full Powers	Full Powers
2	WTM	4 Crore	2 Crore	2 Crore
3	PWC	2 Crore	80 Lac	40 Lac
4	CE	1 Crore	40 Lac	20 Lac
5	SE	10 Lac	5 Lac	2 Lac
6	SR. XEN	5 Lac	2 Lac	Nil

- Q.3 b) Write down the rates of tender documents/specifications per copy as per Works Regulations- 1997 ?

Ans : The cost of Tender documents/ specifications per copy shall be fixed regard to the estimated cost of work/service generally as below :-

I)	Upto Rs. 50000/-	Rs. 10/-
II)	Upto Rs. 1 Lac	Rs. 50/-
III)	Above 1 Lac and upto Rs. 20 Lacs	Rs. 500/-
IV)	Above 20 Lacs and upto Rs. 1 crore	Rs. 1000/-
V)	Above Rs. 1 crore and upto Rs. 5 crores	Rs. 2000/-
VI)	Above 5 crores	Rs. 2500/-

In case it is not practicable to assess the estimated cost of work, the CE would fix the cost of tender documents specification keeping in view the above slabs.

- Q.3 c) Write down the procedure to allow extension of time of works contract ?

Ans : If the contractor shall desire an extension of the time limit for completion of the work on the ground of his having been unavoidably hindered in execution or of any other ground, he shall apply in writing to the Engineer in charge and the Engineer in charge may if in his opinion there are reasonable grounds for granting extension, allow such extension as he thinks necessary or proper. The decision of the Engineer in charge in this regard shall be final and binding.

For any delay in work on account of act of omission or commission at the part of Board viz delay in issue of material alterations, omission, additions, substitutions in original specifications, drawings, design etc. only extension of time will be agreed for the period so lost and no compensation would be given on this account.

Q.4 a) What are direct charges & indirect charges regarding PSPCL vehicles?

Ans : Direct Charges :

1. Employee cost of regular and work charged Estt and daily labour (Account group-75).
2. Repairs and Replacement of parts (Annual overhaul, painting, Tyres etc.- Account Group 74)
3. Maintenance and repairs or rent of vehicle shed, if any (Account Group- 74 or 76)
4. Petrol, Mobil oil, Grease, Registration charges etc. (Account Group- 76)
5. Fuel Cost.

Indirect Charges :

1. Depreciation , rent of garage and maintenance of garage.
2. Interest on capital borrowed for vehicle.
3. Supervision Charges.
4. Departmental Charges.

Q.4 b) Explain the procedure regarding recovery for private journeys ?

- Ans :
1. The amount receivable from the Employees and out side parties for the use of Vehicles for non-official purposes, shall not be taken in reduction of expenditure on R & M of the Vehicles. Such receipts will be creditable to revenue receipts heads 62.930 and 62.910.
 2. Concessional rates for use of the Vehicle by officers/staff, if permitted by the competent authority, shall be charged as notified from time to time.
 3. If more than one employee travel in the same vehicle, the charges may be divided amongst them.
 4. When a vehicle is used partly for private purpose and partly for office work, the charges from each party will be fixed by the officer incharge of vehicle according to the circumstances of the case. The private party being charged on his share, interest, supervision and departmental charges in addition.
 5. When a lorry runs empty, the charges will be debited to the work or person in whose interest the journey is performed.

Q.5 a) What is an IUT bill ? Under what circumstances IUT bill is issued.

Explain in detail.

Ans : IUT Bill is Inter Unit Transfer Bill. Inter Unit Transaction will be recognized in the accounts when they are between offices linked to two different Accounting Units. An IUT bill is paid/settled by issuing of U-Cheque. An acceptance of IUT is not required, only U-Cheque is issued in response to IUT Bill. IUT Bill be settled in full. Part settlement is strictly prohibited.

IUT is issued in followings Circumstances:-

1. Transfer of coal, oil and fuel related transactions between thermal Plants.
2. Transfer of Material and Material related transactions other than fuel between Divisions/Accounting units.
3. Transfer of costs of assets between construction Division to other Division, reorganized or disbanded divisions to other divisions, or assets related transactions between divisions.
4. Cash remittances by various divisions to Head Office.
5. Cheques drawn by DDO's and other payments made directly by Bank on PSPCL's advice.
6. Payments made by bills accepted by head office on behalf of Divisions and other transfers from head office to Divisions.
7. Employee related transactions between various divisions.
8. Transfer of cash, expenses, income and liability not covered above

Q.5 b) Narrate the instructions regarding record & custody of U-Cheque Book ?

- Ans :**
1. U-Cheque Books shall be treated in the same way as Bank cheque books in regard to their record and safe custody.
 2. The record of receipt and issue of U-Cheque books shall be maintained by the Broadsheet Section.
 3. Blank U-Cheque Books will be remain in the custody of AO/ Broadsheet.
 4. U-Cheque books issued only on requisition form and enter in the register of form-S giving U-Cheque Book No.
 5. Blank U-Cheque Books at division office will be remain in the custody of Divisional officer/Officer incharge and counter foils in the custody of Supdt (Divnl. Accounts).
 6. The blank U-Cheque Books and counter foils will be handed over under proper acknowledgement in the register on transfer of Divisional officer/ Officer incharge and Supdt. (Divnl. Accounts).

Q.5 c) Record the certificate to be given in case of loss of U-Cheque ?

Ans: Certified that U-Cheque No..... Date amounting to Rs..... was issued in favour of (Name of Accounting Unit with location Code) in settlement of IUT bill No. date /recoveries made on his behalf.

Supdt. Divnl. Accounts

Officer incharge

SOLUTION

Q. No. 1(a)

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|------|---|--|------|-------|------|----|----|---------------------|----|----|------|----|----|----|
| 1. | D.O.B. | 25.5.1955 | | | | | | | | | | | | |
| 2. | D.O.J. | 6.9.1986 | | | | | | | | | | | | |
| 3. | D.O.R. | 31.12.2012 (Voluntarily) | | | | | | | | | | | | |
| 4. | Normal date of retirement on Superannuation | 31.5.2013 | | | | | | | | | | | | |
| 5. | Qualifying Service | <table border="0"> <tr> <td>Days</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>31</td> <td>12</td> <td>2012</td> </tr> <tr> <td>06</td> <td>09</td> <td>1986</td> </tr> <tr> <td>25</td> <td>03</td> <td>26</td> </tr> </table> | Days | Month | Year | 31 | 12 | 2012 | 06 | 09 | 1986 | 25 | 03 | 26 |
| Days | Month | Year | | | | | | | | | | | | |
| 31 | 12 | 2012 | | | | | | | | | | | | |
| 06 | 09 | 1986 | | | | | | | | | | | | |
| 25 | 03 | 26 | | | | | | | | | | | | |
| 6. | E.O.L. | | | | | | | | | | | | | |
| | From 15.7.99 to 21.10.99 on Medical Ground | | | | | | | | | | | | | |
| | makes no effect on qualifying service | | | | | | | | | | | | | |
| 7. | Weightage of voluntarily retirement | <table border="0"> <tr> <td>00</td> <td>05</td> <td>00</td> </tr> <tr> <td>25</td> <td>08</td> <td>26 (53 half yearly)</td> </tr> </table> | 00 | 05 | 00 | 25 | 08 | 26 (53 half yearly) | | | | | | |
| 00 | 05 | 00 | | | | | | | | | | | | |
| 25 | 08 | 26 (53 half yearly) | | | | | | | | | | | | |
| 1. | Pension $30000/2=15000$ | | | | | | | | | | | | | |
| 2. | Gratuity = | | | | | | | | | | | | | |
| | Pension = 15000 | | | | | | | | | | | | | |
| | DA @ 72% = 10800 | | | | | | | | | | | | | |
| | = $25800 \times 53/2 = 6,83,700/-$ | | | | | | | | | | | | | |
| 3. | Commutation : | | | | | | | | | | | | | |
| | $15000 \times 40\% = 6000$ | | | | | | | | | | | | | |
| | $6000 \times 12 \times 8.446 = 6,08,112/-$ | | | | | | | | | | | | | |
| | Pay (10900-34800 + 4800) | | | | | | | | | | | | | |
| | 1.1.2006 25100 | | | | | | | | | | | | | |
| | 1.1.2007 25860 | | | | | | | | | | | | | |
| | 1.1.2008 26640 | | | | | | | | | | | | | |
| | 1.1.2009 27440 | | | | | | | | | | | | | |
| | 1.1.2010 28270 | | | | | | | | | | | | | |
| | 1.1.2011 29120 | | | | | | | | | | | | | |
| | 1.1.2012 30000 | | | | | | | | | | | | | |

1(b) Voluntarily retirement is permissible if the following conditions are fulfilled :

- i) 20 years net regular service.

OR

- ii) Has obtained 50 years of age.

Thus the employee who has been retired on 31.5.2013 on voluntarily basis do not fulfill the above conditions as such he is not entitled for pensionary benefits. Hence the action of the audit is in order.



2 (a) As per provision contained in Regulation 5.41 as M.S.R. Vol-I Part-I the following amount is required to be deposited with the Board :

- i) Tuition fees received from an evening college = $12000 \times 1/3 = 4000$
for teaching after office hours @ 1000 P.M.
- ii) Received for giving expert evidence on technical matter before a Court of Law = 1000 500
4500

No portion relating to the item No. (ii) and (iii) is required to be deposited in terms of regulations 2.21, 5.41 & notes thereunder.

2(b) As per provision of regulation 10.2 (aa) of M.S.R. Vol.-I, Part-I a board employee may, in the public interest, be deputed without his consent to a post under the administration of Union Territory, Chandigarh.

2 (c) Special Casual Leave of 21 days is a part of Quarantine leave admissible under Appendix-8 of MSR Vol-I, Part-II. A board employee who has contracted a small pox is not entitled for this special casual leave. However, it is admissible to him to look after, if some member of his family has contracted a small pox.

2(d) As per provision of note below Reg. 8.2 (b), the leave to re-employed pensioner after superannuation is calculated under Regulation 8.69 of MSR Vol. I Part-I i.e. Part-C of Chapter 8 regulations applicable to temporary board employee.

Q.3 (a) As per S.No. 29 of D.O.P. CE has power to convey technical sanction to detailed estimate for survey preliminary to the preparation of schemes upto Rs. 5 lac. But this power is subject to condition that prior approval of the Board/PSPCL is taken to investigate the scheme. As such action of CE/TS is not in order.

3(b) As per Sr. No. 7 of Explanatory notes of D.O.P. Head of the departments can re-delegate the powers delegated to them to any officer subordinate to them at their head quarters at their own responsibility. But these re-delegated powers cannot be further delegated to any officer in any circumstances. Hence the action of Dy.CAO/Hq is wrong.

3 (c) Though SE has power upto 50,000/- to accord administrative approval and technical sanction to detailed estimate for special repairs of Board's vehicles under Sr. No. 34 of D.O.P. yet in this case approval of higher authority is required being second time repair.

3 (d) As per D.O.P. S. NO. 60 (A) SE is not competent to approve the bill of Rs. 15000/- CE is competent to approve this bill subject to the condition that testing is got done from Govt./Semi Govt. or reputed test houses and the charges are not more than that of Govt./semi Govt. test houses.

3(e) As the funds have not been received from the REC, the sanction of estimate is not in order as provided in remarks column. of DOP-27.



4 (1) (i) Performance Budgeting : Performance budgeting is a technique for presenting Govt. Operations in terms of functions, programmes, activities and projects. It helps in efficient management of Government Machinery as the financial targets are concretely linked with the physical targets.

(ii) Token demand : Token demand is a demand made to the Legislative Assembly for a nominal sum when it is proposed to meet from savings within the grant expenditure which as constituting a "new service" not contemplated in the budget of the year, may not be incurred without the specific vote of the Assembly. The funds required in this connection are appreciated when the appropriation bill is enacted.

(iii) Detailed estimate : Detailed estimate are the consolidated estimates prepared by the Deptt. of Finance from the estimate of ordinary expenditure combined with the schedules of new expenditure, list of major & minor work, list of anticipated excesses & surrenders.

4 (2) (a) Show Cause Notice : Show Cause Notice is a notice to explain why one of the punishment mentioned under Reg. 5 (1 to IV) of PSEB employees Punishment & Appeal Regulation 1971 is not awarded to you due to allegations mentioned therein.

(b) Charge Sheet : Charge Sheet is a set of allegations/charges along with list of witnesses/documents against an officer/official for explaining his position before conducting regular enquiry to know the truth for imposing major penalty mentioned in Regulation 5 (V to IX) of PSEB Employees Punishment & Appeal Regulation 1971.

Difference between Show Cause Notice and Charge Sheet are as under :

- (i) Charge Sheet is issued for major punishment under Regulation 5 (V to IX), however, minor punishment can also be imposed, whereas Show Cause Notice is issued for minor punishment under Regulation 5 (I to IV) and major punishment cannot be imposed.
- (ii) In case of charge sheet, before imposing major punishment, enquiry is required to be conducted under Regulation 8(i) whereas in case of Show Cause Notice, no enquiry is required because major punishment cannot be imposed.
- (iii) There are three parts of the charge sheets i.e.
 - a. Statement of allegations
 - b. Articles charges
 - c. List of witnesses/documentsWhereas in case of Show Cause Notice, there is only one part i.e. statement of allegations.
- (iv) In case of suspension, only charge sheet is issued to officer/official.

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5 (a) As per Regulation 16 (i) of Employees Conduct Regulations, No Board Employee shall without the previous sanction of board/PSPCL engagedirectly or indirectly in any trade or business or undertake any other employment.

A board employee without the sanction of board can undertake honorary work of social or charitable nature or occasional work of a literary, artistic or scientific character, subject to condition that his official duty do not thereby suffer but he shall not undertake or shall discontinue such work if so desired by the Board.

If undertaking of any such work involves holding of any elective office, he shall not seek election to any such office without the previous sanction of the board.

(2) Every board employee shall report to the board if any member of his family is engaged or manages an insurance agency or commission agency.

(3) No board employee shall without the previous sanction of the board, except in the discharge of his official duties, takes part in the registration, promotion or management of any bank or company which is required to be register under the Companies Act, 1956 or any other law for the time being in force or any Co-Operative Society for Commercial purpose.

Provided that a board employee may take part in the registration, promotion or management of

(i) A literary, scientific or charitable society or of a company club or similar organization the aims & objects of which relate to promotion of sports, cultural or recreational activities registered under the societies registration act 1860 or company act 1956 or any other law for the time being in force. OR

(ii) A co-operative society, substantial for the benefit of board employee registered under the Punjab Co-Operative societies Act 1961 or any other law for the time being in force.

(4) No board employee may except any fee for any works done by him for any public body or any private person without the sanction of the prescribed authority.

5 (b) As per Reg. 14 of GPF regulation 2010 refundable advance may be granted to a subscriber from the amount outstanding to his credit in the fund by the competent authority for customary ceremonies or to meet with the family or social obligatory expenses like Mundan, Naamkaran, Dastar Bandi, Prolong illness of applicant or any person actually dependent on him, marriage, education outside or within India for self and to his/her children to pay for the overseas passage only for reasons of health or education of the applicant or his children, purchase of vehicles, purchase of consumer durable goods etc..

Total refundable advances to be granted to a subscriber may be limited to 10 (ten) only during the entire service and an advance shall not exceed 50% of the amount at the credit of the subscriber in the fund or actual cost/expenditure whichever is less.

5 (c) The officer is entitled to claim TA for himself and his family members from Chandigarh to Bathinda but he can claim transportation charges for personal effects only from the old station of duty (i.e. Patiala) to Bathinda and not from Chandigarh to Bathinda as provided in Regulation 38 of PSEB MSR Vol. III (T.A. Regulation)



Q.1(i) What do you understand by Two Part Tariff? What is its significance and how will it help the utility and consumers in comparison to that of a Single Part Tariff?

Ans. Two Part Tariff comprises of separate fixed and variable charges. In this tariff monthly minimum charges are adjusted against consumption and the fixed charges shall be in addition to variable tariff charges. In the Two Part Tariff voltage-wise and category-wise revenue of PSPCL has been kept in view and the overall revenue neutrality has also been kept in view. Fixed charges are to be recovered on the basis of actual sanctioned load or contract demand as the case may be. The consumer with higher utilization factor shall pay lower per unit charges. The consumers with low consumption will suffer since they have to pay more per unit charges. Regular power cuts shall lead to increase in per unit cost. The Two Part Tariff gives no incentive to the consumers to schedule energy demand by using excess production capacity during times of low demand and cutting consumption during system peak time. This tariff requires metering that is able to log the maximum rate of use in addition to the normal energy metering function. The two-part tariff falls short of the fairness requirement since it charges all customers at the average cost of supply during the billing period.

(4)

Q.1(ii) What is the benefit of Single Window System for registration and extension of existing LS consumers? How it is helpful to the PSPCL?

Ans. Single Window System adopted for registration and extension of existing LS consumers to provide hassle-free facility to the consumers. In this system the consumer/applicant can apply online and can view the status of his application online and he does not want to visit the office time & again. It is helpful to the PSPCL since it is transparent system devised for consumers/applicants and the system will fetch minimum complaints which can be resolved as the applicant has online contact with the authorities. PSPCL can plan for its capital assets according to the demand, can view the information at a single point of access and process period is also saved.

(4)

Q.1(iii) Who is the competent authority for clearance of Technical Feasibility in case of

- a) For Contract Demand of 1.5 MVA**
- b) For Contract Demand of 3.5 MVA?**
- c) What is the procedure of registration of application for an applicant seeking contract demand of 2.5 MVA?**

Ans. The competent authority for clearance of Technical feasibility in case of:-

- a) For Contract Demand of 1.5 MVA is SE/DS.
- b) For Contract Demand of 3.5 MVA is CE/Commercial.
- c) The following procedure is adopted for registration of application for an applicant seeking contract demand of 2.5 MVA:-
 1. SE/Dy.CE/DS shall refer the case to CE/Commercial with a copy of CE/Planning only if the increase in demand exceeds 500 KVA for feasibility clearance. Copy of the proposal shall also be sent to CE/TL and CE/Sub-Station where load is to be fed at 33/66/132/220 KVA.
 2. Chief Engineer (Comm.) after examining the proposal in consultation with CE/Planning shall convey feasibility clearance and permission for registration of A & A Forms direct to the applicant and Sub Divisional Office concerned under intimation to concerned SE/(DS).
 3. The feasibility clearance for 33/66 connections shall be given from the nearest 33/66/132/220 KV Sub-Station wherever technically feasible.
 4. In between tapping of existing transmission line emanating from mother station (132 / 220 KV) is permissible for new connection/extension in load.
 5. Consequent upon the receipt of permission/ feasibility clearance for registration of application, necessary intimation with regard to compliance by the applicant will be given by AE/AEE/XEN (DS) within one month to the authority granting permission/ feasibility clearance.
 6. After issue of feasibility clearance, the period for registration of A&A Forms alongwith initial security and security meter shall be 30 days only which can be extended upto 60 days (including 30 days allowed in the first instance) by SE/Dy.CE(DS). No request for further extension beyond above period shall be entertained and feasibility clearance/ permission shall stand cancelled and earnest money will be forfeited.

Q.1(iv) What do you understand by continuous Process Industry and who sanction its status. Is differential tariff charged for this category?

Ans. General/essential industries availing peak load exemption and fulfilling following conditions are considered for grant of continuous process status:-

- 1) The manufacturing process of the industry should be continuous in nature.
- 2) The supply of the consumer shall be fed through an independent feeder erected at the cost of consumer.
- 3) The consumer shall be allowed peak load exemption if he agrees to pay peak load exemption charges over and above the normal tariff as applicable from time to time. (1)

The competency to grant Continuous Process Industry Status to General Industry shall be with the committee consisting of Director/Distribution (as Chairman of the Committee), CE/PP&R and concerned CE/Distribution or his representative as Member and SE/PR&C as Member Secretary. The request of firm for grant of Continuous Process Status to a general industry shall be considered if the industry fulfills the above conditions. (2)

Yes. Levy of 10 paise per unit on pro-data basis is charged from this category in addition to normal tariff. (1)

Q.1(v) What is licensee? Who is the licensee in Punjab for Distribution System?

Ans. "Distribution licensee" means a licensee authorized to operate and maintain a distribution system for supplying electricity to the consumers in his area of supply. Punjab State Power Corporation Limited is the Licensee in Punjab for Distribution System. (4)

Q.2(a) What are the Purchase Powers of the following authorities for purchase of material through open tenders and Single tender:-

- i) Whole Time Directors
- ii) Central Purchase Committee
- iii) Chief Engineer

Ans. The purchase powers of the following authorities are as under:-

	<u>Authority</u>	<u>Open Tender</u>	<u>Single Tender</u>
i)	Whole Time Directors	Full powers	Full power
ii)	Central Purchase Committee	Rs.4 Crore	Rs.1 Crore
iii)	Chief Engineer	Rs.25 lac	Rs.5 lac

(4)

Q.2(b) What is the difference between Store Requisition and Store Return Warrant? Explain the procedure for drawl and Return of Stores?

Ans. Store Requisition is a form No. MAT-29 to draw material from stores whereas Store Return Warrant is a form No. MAT-34 to return the excess material to the stores.

Procedure for drawl of stores:

1. JE works prepares 5 copies of store requisition mentioning name of work, estimate no., Capital/O&M etc.
2. Put store requisition to SDO Incharge.
3. SDO incharge approves the store requisition after checking and scrutinizing the details given in store requisition.
4. In case the issue of material in store requisition will exceed the sanctioned limit then SDO will obtain approval of competent authorities.
5. JE works presents store requisition to the SDO Store who scrutinizes the store requisition details & mark it to store keeper.
6. Store keeper checks the stock, get the store requisition approved from the SDO incharge, post the material in stock card, sign the store requisition & issue the material to JE Works. Store Keeper then prepare a gate pass.
7. Security staff check the material as per the gate pass and allows to take the material out of store after entering the items in gate pass register.

Procedure for return of stores

JE works prepares Store Return Warrant mentioning name of work, estimate no., capital/O&M etc. & fill up the material to be returned, put his signatures & get the Store Return Warrant signed from SDO works.

JE Stores received the material & certifies that the material is serviceable, he enters the material in GR book, put his dated signatures and also SDO Stores put his dated signatures.

(8)

Q.2(c) What is reason for Spot Purchase Procedure in PSPCL Purchase Regulations? Explain the procedure for making Spot Purchases?

Ans. For items of critical nature, tenders may be obtained on the spot in the market by a committee of not less than three officers (including one from Accounts side) appointed by Whole-time-Members or Central Purchase committee, Project Purchase Committee or Purchase Committee (General) with specific delegation of powers upto 50% of the competent authority's own powers and generally following the limited tenders procedure suitably abridged to enable award of purchase order/contract on the spot.

Provided that in the case of Spot Purchase Committee constituted by the Central Purchase Committee, Project Purchase Committee or Purchase Committee (General), Prior Permission of the Members-Incharge shall be required.

(5)

Procedure:

The Spot Purchase Committee visits the market and collects the rates of items required on the spot. Prepares comparative statement signed by all the three officers of the Committee. The Purchase Order is prepared and is issued on the spot.

(3)

Q.3(i) What do you mean by TOD? What is its timing? How is it useful to consumers & PSPCL? What rebate is given to the consumers?

Ans. Time of Day (ToD) tariff is a tariff structure in which different rates are applicable for use of electricity at different times of the day. There are certain times in a day when the demand for electricity is at its peak. During these times, the utility has to purchase power at a very high cost, much higher than the price paid by the consumers. Time of Day tariff is implemented to reduce consumption of electricity during peak hours. To achieve this objective, electricity is made expensive during peak hours so that consumers use less electricity during these hours. Electricity charges during off peak hours are also reduced as an incentive for people to use more electricity during the off peak hours. Under this tariff PSPCL has categorised timings from 06:00 Hrs to 18:00 Hrs as normal hours, 18:00 to 22:00 Hrs as peak period and 22:00 to 06:00 Hrs as off peak period. Off peak period for six months (October to March) only has been considered as the load curve shows a dip during these months in demand during night hours, which is quite disturbing during winter period that is from October to March. There is surplus power during this period and PSPCL has implemented Time of Day Tariff to increase the demand during this period. . Rebate @ 1 per unit is given to the consumers using energy from 22.00 to 6.00 hours.

(4)

Q.3(ii) What do you mean by HDU? Is it necessary to install HDU in consumer premises as per Electricity Act?

Ans. HDU means Home Display Unit where the licensee installs the meter outside the premises of the consumer then the licensee shall provide real time display unit at the consumer's premises for his information to indicate the electricity consumed by the consumer. The information is available to reduce energy usage by providing actual & convenient energy feedback on real time basis which will subsequently help in changing the energy using behavior of the consumer. This can help in reducing the theft of electricity & other mal-practices adopted by the consumer. The display unit may not be installed by the licensee if the consumer so opts.

(3)

Q.3(iii) What are various Bill Payment Modes available to Rural and Urban Consumers for deposit of Electricity Bills? What is the procedure of making bill on-line through PSPCL website?

Ans. The following bill payment modes are available to rural and urban consumers for deposit of Electricity bills:-

- 1) PSPCL cash counters.
- 2) Bill payment machines
- 3) Retail outlets of private vendors (M/S Easy Bills Limited and M/S Suvidha Infoserve Pvt.Ltd) in 36 cities/towns of Punjab.
- 4) Computer service centers operated by state designate agency exclusively in 7 districts of rural Punjab.
- 5) Online Internet Payment.

(a)

Procedure for making bill payment on line:

The consumer will log on to the PSPCL website at <https://epayment.pspcl.com>. Then the consumer feeds his account number to know the bill details. Then he opts for payment mode that is through net banking or Debit/Credit card. Then he feeds the payment credentials and press enter to credit the bill amount into PSPCL account. The receipt is generated at consumer end. The consumer gets SMS also.

(a)

Q.3(iv) What do you mean by NRSE consumers? What authorities record their meter reading and at what intervals?

Ans. NRSE consumers means New & Renewable source of energy consumers i.e. Plant, Generating electricity from non conventional energy sources such as small hydro projects, biomass consumption, wind generator and Bio fuels etc.

(1)

Sr.Xen/DS and Sr.Xen/MMTS jointly record reading every month.

(1)

Q.3(v) What do you mean by Transmission Wheeling Charges, Distribution Wheeling Charges & Cross Subsidy Surcharge?

Ans. Transmission Wheeling Charges are the charges levied on Open Access Consumers (OA consumers) who purchase the energy from electricity licensee other than PSPCL fed through 220 KV and 132 KV lines of Punjab State Transmission Corporation Limited. (1)

Distribution Wheeling Charges are charges levied on Open Access Consumers (OA consumers) who purchase energy from Licensee other than PSPCL fed through 66 KV/33KV system of PSPCL. (1)

Cross Subsidy Surcharge for a consumer category means the difference between the average realization per unit from that category and the combined average cost of supply per unit expressed in percentage terms as a proportion of the combined average cost of supply. (1)

Q.3(vi) Explain the new policy for billing of Rice Sheller Consumers? Which commercial circular is applicable for the new policy?

Ans. The new policy for billing of rice sheller consumers is as under:-

Billing for the rice sheller seasonal industry shall be done monthly. The Seasonal Minimum Energy Charges (SMEC) will principally be based on energy consumption formula $(4800 + nx)9$ wherein monthly energy consumption of 50 KW rice sheller will be taken as 4800 units in accordance with LDHF formula (L-load: 50 KW, D-days: 24 days, H-hours: 10, F-demand factor: 0.4); where "n" represents numerical number rounded off to two decimal point and will be positive/negative 0.1, 2, 3, 4, 5, ..., upto "n" for each 10 KW increase/decrease, respectively, with respect to base load of 50 KW "x" has been taken as 400 units per 10 KW change in load over base load of 50 KW.

Once the amount equivalent to minimum energy charges for 9 months (seasonal period) is deposited by the consumer in the form of consumption, thereafter the bill shall be raised on actual consumption only. During off season period, if the consumption of the consumer exceeds the base energy units worked out with energy consumption formula $(4800 + nx)$, $1/3^{rd}$ extra monthly energy charges at seasonal tariff rate in addition to regular off season energy charges during that month shall be charged.

Note:

1. Rice Sheller consumers shall not be required to serve any advance notice before closing/starting of the unit.
2. The Rice Sheller consumers shall also not be required to give an undertaking not to run his sheller during off season. (3)

Commercial circular No.40/2012 dated 5.11.2012 is applicable for new policy. (1)

Q.4 Prepare the Energy Bill of M/S Mitttal Steel Alloys located in Gobindgarh City. The detail of metering equipment, supply voltage and sanctioned load/CD is as under:-

i)	Sanctioned load	2500 KW
ii)	Sanctioned CD	2600 KVA
iii)	Supply Voltage	11 KV
iv)	Nature of Industry	Induction Furnace
v)	Metering Voltage Ratio	33 KV/110V
vi)	Meter's own multiplier	1100
vii)	Line CT ratio	75/5A
viii)	Meter CT ratio	5/5 A
ix)	Energy Meter is property of PSPCL whereas CT/PT unit is private.	

The detail of meter readings is as under:-

	<u>Old</u>	<u>New</u>
	1.9.2013	30.9.2013
KWH	9700	9900
KVAH	10200	10400
MDI (KVA) 0.5		0.53
Peak Load allowed = 1500 KW		

The firm is a continuous process industry with declared CD for continuous process load is 1500.

The bill issue date is 2.10.2013. Also mention

- Due date of payment by DD/Banker's Cheque.
- Due date of payment by local cheque.
- Amount payable within one week after due date.
- Amount payable beyond one week after due date.

NOTE:- The fuel cost adjustment charges of 9 P/Unit are applicable during the billing period.

Energy Bill

: Name of Consumer- M/s Mittal Steel Alloys Gobindgarh City

Overall M.F = $75/5X5/5X1100X11/30 = 5500$

KWH Consumption for the month of September-2013 = $(9900-9700)X5500 = 1100000$ Units.

KVAH Consumption for the month of September-2013 = $(10400-10200)X5500 = 1100000$

MDI for the month of September-2013 = $0.53 X 5500 = 2915$ KVA.

Energy Charges for the month = $1100000X6.33 = \text{Rs.}69,63,000/-$

Continuous Process Charges = $1500/2600 X 0.10 X 1100000 = \text{Rs.} 63470/-$

Total Energy Charges = $6963000+63470 = 7026470/-$

MMC = $\text{Rs.}1242800/-$

Fuel Cost Adjustment Charges = $0.09 X 1100000 = \text{Rs.}99000/-$

PLEC Load for First Slab with 65% of CD (in KW) = $65X2600X.9 = 1521$ KW

PLE Charges for first Slab = $(1521-58.5)X2.70X3 \text{ Hrs.}X29 \text{ Days} = 343541/-$

Meter Rent only = $\text{Rs.}88/-$ (No rent for CT/PT because CT/PT is provided by Consumer)

Service Charges = $\text{Rs.}450/-$

Total Rentals = $\text{Rs.}538/-$

Demand Surcharge for the month = $(2915-2600)X750 = \text{Rs.}236250/-$

Voltage surcharge applicable @ 7% as supply voltage is at 11 KV

= $.07X7026470 = \text{Rs.}491853/-$

P.F. Incentive = $7026470+491853 = 7518323/- X 1.25\% = 93979/-$

SOP = $7026470+99000+491853+236250+343541-93979+538 = 8103673$

= $8103680/(\text{Rounded off})$.

ED = $8103680-236250-338608 = 7528822X13\% = 978747/-$

Octroi Charges for the month = $0.1X1100000 = 110000/-$

Total Bill Amount = $8103680+978747+110000 = 9192427/-$

- i) Due date of payment by DD/Banker's cheque = 14.10.2013.
- ii) Due date of payment by local cheque = 14.10.2013 (12&13/10/2013 being Holidays).
- iii) Amount payable within one week after due date @ 5% = $\text{Rs.} 9652048/-$
- iv) Amount payable beyond one week after due date @ 10% = $\text{Rs.}10111670/-$

Q.5(a) What is the difference between UUE and theft of Electricity? Under what sections of Indian Electricity Act these matters are dealt with? Can theft cases be considered in Departmental Dispute Settlement Committees?

Ans. Unauthorized Use of Electricity" means the usage of electricity –

- i) by any artificial means; or
- ii) by a means not authorized by the concerned person or authority or licensee; or
- iii) through a tampered meter; or
- iv) for the purpose other than for which the usage of electricity was authorized; or
- v) for the premises or areas other than those for which the supply of electricity was authorized.

Theft of Electricity: Whoever, dishonestly –

- a) taps, makes or causes to be made any connection with overhead, underground or under water lines or cables, or service wires, or service facilities of a licensee or supplier, as the case may be; or
- b) tampers a meter, installs or uses a tampered meter, current reversing transformers, loop connection or any other device or method which interferes with accurate or proper registration, calibration or metering of electric current or otherwise results in a manner whereby electricity is stolen or wasted; or
- c) damages or destroys an electric meter, apparatus, equipment, or wire or causes or allows any of them to be so damaged or destroyed as to interfere with the proper or accurate metering of electricity; or
- d) uses electricity through a tampered meter; or
- e) uses electricity for the purpose other than for which the usage of electricity was authorized ,

(3)

Section 126 of Indian Electricity Act deals with UUE and Section 135 deals with theft of electricity.

(1)

Theft cases cannot be considered in Departmental Dispute Settlement Committees.

(1)

Q.5(b) What is an Ombudsman. What are the powers and duties of Ombudsman final and binding?

Ans. **Ombudsman** is an authority appointed by PSERC under Section 42(6) of Indian Electricity Act for the redressal of Grievances of the consumers aggrieved by the decision of the forum for redressal of grievances of the consumers. (1)

Ombudsman have the following powers/duties:-

- i. - to receive the representations from complainants aggrieved by any order of the Forum;
 - to exercise all the powers as are available to a Forum under these Regulations ; and - such other powers as may be entrusted by the Commission from time to time.
 - ii. To issue such orders, instructions or directions to the Forum for the performance of its functions, as deemed fit after hearing the Forum or any other interested party, if any. (3)
- The award or the orders of the Ombudsman shall be final and binding on the parties. (1)

Q.5(c) To what extent District Consumer Forum has powers to deal with theft cases? What are the various designated authorities to decide theft and UUE cases?

Ans The district consumer Forum has no powers to deal with the theft cases. (1)

The designated authorities to decide Theft and UUE cases are as under:-

Theft of Electricity:-

<u>Sr No.</u>	<u>Category of Connection</u>	<u>Designated Authority</u>
1	All SP/MS/AP consumers and DS/NRS / Street Lighting & Bulk Supply with load upto 100 kW	SE/Distribution in his jurisdiction
2.	DS/NRS/Street Lighting/ Bulk Supply & Large Supply Consumer with load exceeding 100 KW but upto 500 kW	CE/Distribution in his jurisdiction
3.	DS/NRS/Street Lighting/ Bulk Supply & Large Supply consumers with load above 500 kW and Railway Traction	CE/DS concerned and CE/ Enforcement or his representative not below the rank of SE.

(2)

UUE Cases:-

Category of consumers

Appellate Authority

For appeals by all HT Consumers : Divisional Commissioners in whose jurisdiction the concerned premises is located.

For appeals by all LT Industrial consumers : Additional Deputy Commissioners (General) in whose jurisdiction the concerned premises is located

For appeals by all other LT Consumers : Sub Divisional Magistrates in whose jurisdiction the concerned premises is located

(2)

Q.5(d) Explain in the Para preventive steps undertaken by PSPCL for preventing theft of energy and reduction of AT & C losses.

Ans. The following preventive steps for prevention of theft for energy and reduction of AT&C losses are taken by PSPCL:-

- (i) No P.T. fuse shall be provided on the secondary side of the supply to KWH/MDI meters.
- ii) No fuse shall be provided on the secondary side of the CTs.
- iii) No cutout / G.O. Switch / Circuit Breaker shall be provided before the meter /metering equipment and service line shall be directly connected to the metering equipment.
- iii) In order to avoid reversal of connections it must be ensured that correct connections are made at the meter terminals and its cover is properly sealed.
- iv) Whenever meter terminal seal is broken or is found to be broken it must be replaced at the earliest.
- v) For preventing free access to weak links of metering equipment and to avoid tampering of CT/ PT connections for the purpose of theft of energy, remedial measures such as avoiding loose joints in CT/PT chambers and expeditious sealing. Measures are required to be taken to avoid theft of electricity by tampering / providing fake ME seals, tampering meter window glass fixing mechanism and providing small hole in the body of the meter. (5)

Model Solution, EO, S-11/2013
Paper IV - Acts and Labour Laws 1/5

Question-1(a) Explain the amount of compensation in respect of following incidents under The Employee's Compensation Act, 1923:-

- (i) Where permanent total disablement results from the injury.
- (ii) Where permanent partial disablement results from the injury.

Ans.1(i): Section 4 provides for amount of compensation as follows:-

An amount equal to 60% of the monthly wages of the injured employee multiplied by the relevant factor;

OR

Rs. 1,40,000, whichever is more.

Ans.1(ii): Section 4 provides for amount of compensation as follows:-

- (i) in case of an injury specified in Part-II of Schedule-I, such percentage of the compensation which would have been payable in the case of permanent total disablement as is specified therein as being the percentage of the loss of earning capacity caused by that injury; and
- (ii) in the case of an injury not specified in Schedule-I, such percentage of the compensation payable in the case of permanent total disablement as is proportionate to the loss of earning capacity (as assessed by the qualified medical practitioner) permanently caused by the injury.

Question-1(b) Explain the term under the Employees' State Insurance Act, 1948.

- (i) Immediate employer
- (ii) Principal employer

Ans. 1(b)(i): Section 2(13) "Immediate employer", in relation to employees employed by or through him, means a person who has undertaken the execution, on the premises of a factory or an establishment to which this Employees' State Insurance Act, 1948 applies or under the supervision of the principal employer or his agent, of the whole or any part of any work which is ordinarily part of the work of the factory or establishment of the principal employer or is preliminary to the work carried on in, or incidental to the purpose of, any such factory or establishment, and includes a person by whom the services of an employee who has entered into a contract of service with him are temporarily lent or let on hire to the principal employer; and includes a contractor.

Ans. 1(b)(ii): Section 2(17) "Principal employer", means:-

- (i) In a factory, the owner or occupier of the factory and includes the managing agent of such owner or occupier, the legal representative of a deceased owner or occupier, and where a person has been named as the manager of the factory under the Factories Act, 1948, the person so named;
- (ii) In any establishment under the control of any department of any Government of India, the authority appointed by such Government in this behalf or where no authority is so appointed, the head of the department;
- (iii) In any other establishment, any person responsible for the supervision and control of the establishment.

Paper IV - Acts and Labour laws

Question-2(a) Explain the safety provisions under the Factories Act, 1948.

Ans. 2(a): Chapter IV of Factories Act, 1948 explains the safety provisions under the Factories Act, 1948 as under:-

- Section 21---Fencing of machinery.
- Section 22---Work on or near machinery in motion.
- Section 23---Employment of young persons on dangerous machines.
- Section 24---Striking gear and devices for cutting off power.
- Section 25---Self-acting Machines.
- Section 26---Casing of new machinery.
- Section 27---Prohibition of employment of women and children near cotton-openers.
- Section 28---Hoist and lifts.
- Section 29---Lifting machines, chains, ropes and lifting tackles.
- Section 30---Revolving machinery.
- Section 31---Pressure plant.
- Section 32---Floors, stairs and means of access.
- Section 33---Pits, sumps, openings in floors, etc.
- Section 34---Excessive weights.
- Section 35---Protection of eyes.
- Section 36---Precautions against dangerous fumes, gases, etc.
- Section 36A---Precautions regarding the use of portable electric light.
- Section 37---Explosive inflammable dust gas etc.
- Section 38---Precautions in case of fire.
- Section 39---Power to require specifications of detective parts or tests of stability.
- Section 40---Safety of buildings and machinery.
- Section 40A---Maintenance of buildings.
- Section 40B---Safety officers

Question-2(b) Explain the powers and functions the Central Board in the Union Territories under The Air (Prevention & Control of Pollution) Act, 1981.

Ans. 2(b): As per section 6 of The Air (Prevention & Control of Pollution) Act, 1981, no State Board shall be constituted for a Union Territories and in relation to a Union Territory. the Central Board shall exercise the powers and perform the functions of a State Board under this Act for that Union Territory. Further in relation to any Union Territory the Central Board may delegate all or any of its powers and functions under this section to such person or body of persons as the Central Government may specify.

Paper IV - Acts and Labour Laws

3

Question 3(a) Explain provision regarding meeting of the Board under The Air (Prevention & Control of Pollution) Act, 1881.

Ans. 3(a): As per Section 10 of The Air (Prevention & Control of Pollution) Act, 1881, a Board shall meet at least once in every three months and shall observe such rules of procedure in regard to the transaction of business at its meetings as may be prescribed; provided that if, in the opinion of the Chairman, any business of an urgent nature is to be transacted, he may convene a meeting of the Board at such time as he thinks fit for the aforesaid purpose.

Question 3(b) Explain the term Constitution of Committees under The Air (Prevention & Control of Pollution) Act, 1881.

Ans. 3(b): Section 11 of The Air (Prevention & Control of Pollution) Act, 1881 states that a Board may constitute as many committees consisting wholly of members or partly of members and partly of other persons and for such purpose or purposes as it may think fit.

Question 3(c) Explain the procedure and powers of Authorities under Industrial Disputes Act, 1947.

Ans. 3(c): As per section 11 of The Industrial Disputes Act, 1947 procedure and powers of Authorities are as under:-

1. Subject to any rules that may be made in this behalf, Authority under Industrial Disputes Act, 1947 shall follow such procedure as the arbitrator or other authority concerned may think fit.
2. Authority may for the purpose of inquiry into any existing or apprehended industrial dispute, after giving reasonable notice, enter the premises occupied by any establishment to which the dispute relates.
3. Authority shall have the same powers as are vested in a Civil Court under the Code of Civil Procedure, 1908.
4. Authority may enforce the attendance of any person for the purpose of examination of such person or call for and inspect any document which it has ground for considering to be relevant to the industrial dispute.
5. Authority if it so thinks fit, appoint one or more persons having special knowledge of the matter under consideration as an assessor or assessors to advise it in the proceeding before it.
6. Authority shall be deemed to be public servants within the meaning of section 21 of the Indian Penal Code.
7. Authority shall have full power to determine by and to whom and to what extent and subject to what conditions, if any, such costs are to be paid, and to give all necessary directions for the purposes aforesaid and such costs may, on application made to the appropriate Government by the person entitled, be recovered by that Government in the same manner as an arrear of land revenue.
8. Authority shall deemed to be civil court for the purposes of sections 345, 346 and 348 of the Code of Criminal Procedure, 1973.

Paper IV - Acts and labour laws

Question 4(a) Explain the coverage of Establishments under The Employees' State Insurance Act, 1948.

Ans. 4(a): The Employees' State Insurance Act, 1948, provides for certain benefits to employees in case of sickness, maternity and employment injury.

The Act extends to the whole of India, it applies to all factories (including Government factories but excluding seasonal factories) employing ten or more persons and carrying on a manufacturing process with the aid of power and such other establishments as the Government may specify.

A factory or other establishment to which this Act applies, shall continue to be governed by its provisions even if the number of workers employed therein falls below the specified limit or the manufacturing process therein ceases to be carried on with the aid of power.

The appropriate Government may exempt any factory or establishments or class of factories or establishments or any employee or class of employees from the provisions of this Act.

Question 4(b) Define Industrial Dispute under Industrial Disputes Act, 1947.

Ans. 4(b): Section 2(k)-"Industrial Dispute" means any dispute or difference between employers and employers, or between employers and workmen, or between workmen and workmen, which is concerned with the employment or non-employment or the terms of employment or with the conditions of labor, of any person.

Question 4© Explain the term Conciliation Officers under Industrial Disputes Act, 1947.

Ans. 4©: The appropriate Government may, by notification in the Official Gazette, appoint such number of persons, as it thinks fit to be Conciliation Officers, charged with the duty of mediating in and promoting the settlement of industrial disputes.

A Conciliation Officer may be appointed for a specified area or for specified industries in a specified area or for one or more, specified industries and either permanently or for a limited period.

As per section 11 (6)-All Conciliation Officers shall be deemed to be Public servants within the meaning of section 21 of the India Penal Code.

Paper IV - Acts and Labour Laws

5

Question-5(a) Functions of Central Pollution Control Board under The Air (Prevention & Control of Pollution) Act, 1881.

Ans.: As per section 16 of The Air (Prevention and Control of Pollution) Act, 1981 subject to the provisions of this Act, the main functions of the Central Board shall be to improve the quality of air and to prevent, control or abate air pollution in the country. In particular and without prejudice to the generality of the main functions, the Central Board may:-

1. advise the Central Government on any matter concerning the improvement of the quality of air and the prevention, control or abatement of air pollution;
2. plan and cause to be executed a nation-wide programme for the prevention, control or abatement of air pollution;
3. co-ordinate the activities of the State Boards and resolve disputes among them;
4. provide technical assistance and guidance to the State Boards, carry out and sponsor investigations and research relating to problems of air pollution and prevention, control or abatement of air pollution;
5. perform such of the functions of any State Board as may be specified in an order made under sub-section (2) of section 18;
6. plan and organize the training of persons engaged or to be engaged in programmes for the prevention, control or abatement of air pollution on such terms and conditions as the Central Board may specify;
7. organize through mass media a comprehensive programme regarding the prevention, control or abatement of air pollution;
8. collect, compile and publish technical and statistical data relating to air pollution and the measures devised for its effective prevention, control or abatement and prepare manuals, codes or guides relating to prevention, control or abatement of air pollution;
9. lay down standards for the quality of air;
10. collect and disseminate information in respect of matters relating to air pollution;
11. perform such other functions as may be prescribed.
12. establish or recognize a laboratory or laboratories to enable the Central Board to perform its functions under this section efficiently.
13. delegate any of its functions under this Act generally or specially to any of the committees appointed by it.

Question-5(b) What are the remedies for a person aggrieved by an order of State Board under The Air (Prevention & Control of Pollution) Act, 1881?

Ans.: Any person aggrieved by an order made by the State Board under The Air (Prevention & Control of Pollution) Act, 1881 may, within thirty days from the date on which the order is communicated to him, prefer an appeal to the Appellate Authority as the State Government may think fit to constitute. Provided that the Appellate Authority may entertain the appeal after the expiry of the said period of thirty days if such authority is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

Question-5© Explain the term Constitution of Committees under The Air (Prevention & Control of Pollution) Act, 1881.

Ans.: Section 11 of The Air (Prevention & Control of Pollution) Act, 1881 states that a Board may constitute as many committees consisting wholly of members or partly of members and partly of other persons and for such purpose or purposes as it may think fit.