



HIMACHAL PRADESH ELECTRICITY REGULATORY COMMISSION
Vidyut Aayog Bhawan Block No. 37 SDA Complex Kasumpti Shimla-09

In pursuance of sub-section (1) (b) of Section 4 of the Right to Information Act, 2005 (22 of 2005), the Himachal Pradesh Electricity Regulatory Commission hereby provides the information regarding the records and other activities of the Commission as under: -

1.0 Particulars of Organization, functions and duties

1.1 Organization

The Himachal Pradesh Electricity Regulation Commission was constituted by the Government of Himachal Pradesh vide Notification No.: MPP-A (7)-1/2000 dated 30.12.2000 under section 17(1) the Electricity Regulatory Commissions Act, 1998 (14 of 1998) and has been functioning since 6th January, 2001 with its headquarters at Shimla. It is presently a two Member Commission headed by the Chairman of the Commission.

1.2 Functions and Duties of the Commission

The Electricity Act 2003, which came into force on 10.06.2003 repealed the ERC Act, 1998, and the Commission continues to functions under section 82.. The functions of the State Commission are enumerated under Section 86 of the new Act, which reads as follows:

- (1) The State Commission is discharging the following functions, namely: -
 - (a) determine the tariff for generation, supply, transmission and wheeling of electricity, wholesale, bulk or retail, as the case may be, within the State:
 - (b) regulate electricity purchase and procurement process of distribution licensees including the price at which electricity shall be procured from the

generating companies or licensees or from other sources through agreements for purchase of power for distribution and supply within the State;

- (c) facilitate intra-State transmission and wheeling of electricity;
 - (d) issue licences to persons seeking to act as transmission licensees, distribution licensees and electricity traders with respect to their operations within the State;
 - (e) promote cogeneration and generation of electricity from renewable sources of energy by providing suitable measures for connectivity with the grid and sale of electricity to any person and also specify for purchase of electricity from such sources, a percentage of the total consumption of electricity in the area of a distribution licensee;
 - (f) adjudicate upon the disputes between the licensees and generating companies or to refer any dispute for arbitration;
 - (g) levy fee for the purposes of this Act;
 - (h) specify State Grid Code consistent with the Grid Code specified under clause (h) of sub-section (1) of section 79;
 - (i) specify or enforce standards with respect to quality, continuity and reliability of service by licensees;
 - (j) fix the trading margin in the inter-State trading of electricity, if considered, necessary;
 - (k) discharge such other functions as may be assigned to it under this Act.
- (2) The State Commission advises the State Government on all or any of the following matters, namely: -
- (i) promotion of competition, efficiency and economy in activities of the electricity industry;
 - (ii) promotion of investment in electricity industry;
 - (iii) reorganization and restructuring of electricity industry in the State;
 - (iv) matters concerning generation, transmission, distribution and trading of electricity or any other matter referred to the State Commission by that Government.
- (3) The State Commission ensures transparency while exercising its powers and discharging its functions.

(4) In discharge of its functions, the State Commission guided by the National Electricity Policy, National Electricity Plan and Tariff Policy published under section 3 of the Act.

2.0 Powers and Duties of the Commission's Officers and Employees

2.1 The Commission has three Divisions namely,

(a) Administration, Financial and Legal division,

(b) Technical Analysis division and

(c) Tariff & Financial Analysis division with the following duties and responsibilities:-

2.1.1 Administration Financial & Legal Division ;

The Division is responsible for all personnel/administrative matters, Pay and Accounts, Budget, Annual Administration Reports, legal matters & court cases.

The Administration section provides support services to other Divisions and assists the Commission in coordinating its activities. The Pay & Accounts section is responsible for cash handling and inventory management. This Division is also responsible for disseminating public information.

The officers and staff of the legal section attend to legal work relating to preparations of comments on the petitions/ appeals and maintain liaison with its Counsels engaged for pursuing and defending the Petitions and Appeals before the Hon'ble Supreme Court/Appellate Tribunal for Electricity at New Delhi and High Court of HP for finalisation and filing of written submissions/ replies, counter affidavits/ rejoinders to the petitions/appeals moved before them and for preparation of appeals and petitions to be filed on behalf of the Commission and it keeps apprising the Commission about the latest development in pending cases, besides seeking legal advice from the Retainer Consultant (Legal), wherever required, while vetting court replies and finalizing Regulations of the Commission. Legal Section also handles the court cases under adjudication with the Commission and issuance of notices/ cause list etc. and compilation of

Regulations and orders passed by the various courts. In addition to above, legal section also submits various returns related to court cases to the Government.

The Division is headed by the Secretary of the Commission.

2.1.2 Technical Analysis Division

The Division of the Commission provides advice on questions of engineering, science, mathematics statistics and other technical elements of policy analysis. This division helps the Commission to understand and analyze the technical aspects of the evidence presented and assists it in writing and examining reports and orders. Its specific tasks include preparing and reviewing of cost allocation and rate design proposals, analyzing and evaluating utility planning and operating decisions, reviewing plans and specifications of major utility construction projects, inspecting system improvement on site, analysis and assessment of T&D losses, monitoring utility reports, evaluating technical performance and reviewing performance indicators and standards of service. This division examines, analyses and evaluates the Power Purchase and Procurement Agreements. The Division reviews the performance and compliance reports as well as submission of major incidents by the utilities.

The Technical Division also supervises important segments such as Generation, Transmission, Distribution, Co-generation and Renewable, licensing, Open access and Trading. The Division also advises the Commission in respect of open access in distribution and transmission licensing, trading, elimination of cross subsidies, surcharges, load forecast, resource planning, power procurement, power purchase agreement, capital cost of hydro electric projects, co-generation and power from renewal and adjudications between various licensees and generating companies. The Division also looks after the work related to electricity traders in respect of transmission losses.

This Division also regulates electricity purchase and its distribution of supply within the State issuance of licences to act as distribution licensees with respect to their area of operation in the State including preparation of regulations related thereto. This Division also analyzes all power purchase and procurement

agreements (PPAs) and processes the same for the approval of Commission.

The Executive Director (Technical) who heads the Division reports directly to the Commission and also liaises with his counterparts in the power sector in a manner consistent with the Commission's policy on external communication.

2.1.3 Tariff & Financial Analysis Division

This division is responsible for all activities related to determination of tariff for generation, transmission and wheeling of electricity, wholesale, bulk or retail electricity and to conduct techno-economic and financial investigations of electrical utilities. The Division prepares testimony and other material relating to cost of capital, rate cost of capital, rate base, revenues, expenses, depreciation and tariff design including multiyear tariff. This Division also assists in the preparation of questions for cross-examination, presents direct testimony, and advises the Commission on financial and economic issues. It specifies the technical requirement, capital adequacy requirement and credit worthiness for the traders. This Division participates in all the proceedings of the Commission such as review and approval of all investment and development of utilities including programmes, enforcement of commercial and financial standards, codes and procedures. The Division reviews the financial performance and compliance reports as well as submission of major incidents by utilities. The Division supervises the professional development of the staff.

The Tariff & Financial Analysis division is headed by the Executive Director (Tariff).

2.2 The Commission has a total sanctioned staff strength of 46. It has also engaged some consultants to assist the Commission in its functioning.

3.0 Procedure followed in the decision making process, including channels of supervisions and accountability

3.1 The vertical reporting system is adopted by the officers and staff in discharge of their duties/work and the major decision-making is at the level of the Commission.

3.2 The procedure adopted for holding the proceedings before the Commission is specified in Chapter-II of the Himachal Pradesh Electricity Regulatory Commission (Conduct of Business) Regulations, 2005.

4.0 Norms set by it for the discharge of its functions

No norms have been set up by the Commission for the discharge of its functions. The staff on rolls and the consultants appointed from time to time as per the Himachal Pradesh Electricity Regulatory Commission (Appointment of Consultants) Regulations, 2005 are assisting the Commission in the discharge of routine work.

5.0 Rules, Regulations, instructions, manuals and records, held by it or under its control

5.1 Rules and Regulations

5.1.1 Section 181 of the Electricity Act, 2003 empowers the State Electricity Regulatory Commissions to make regulations consistent with this Act and rules made there-under to carry out the provisions of the Act. The Rules as per Section 180 of the Act are required to be made by the State Government.

5.1.2 The regulations made till date by the Himachal Pradesh Electricity Regulatory Commission can be accessed at the Commission's website www.hperc.org under "Rules & Regulations".

5.1.3 Instructions, Manual and Records

In addition to the above-mentioned regulations, HPERC has also notified the following Guidelines/Orders/Concept Papers to facilitate discharge of its functions:

1. Guidelines for load forecast, Resource Planning and Power Procurement Process.
2. Concept paper on reorganization and restructuring HPSEB.
3. Directions for the Approval of Hydro Electric Projects in the State of Himachal Pradesh, 2005.

6.0 A statement of the categories of the documents that are held by it or under its control:

6.1 The categories of the documents that are maintained by the Commission mainly relate to: -

- (i) the petitions filed by the various agencies and consumers on matters falling in the ambit of the functions assigned to the Commission and Orders issued thereof.
- (ii) matters on which the statutory advice to the State Government has been made under sub-section (2) of Section 86 of the Electricity Act,2003,
- (iii) Investigation of the matters under Section 128 of the Act.
- (iv) Correspondence on appointment of consultants engaged by the Commission for providing assistance on determination of generation, transmission, Bulk and retail supply tariffs, various studies for HPSEB, preparation of regulations, legal and technical assistance etc.

7.0 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 administration thereof.

7.1 The Commission has appointed Sh.Kameshwer Singh Dhaulta, an Advocate to represent the interest of the consumers in the proceedings before the Commission under the provisions of sub-section (3) of section 94 of the Electricity Act, 2003. In addition, the comments and suggestions on the draft regulations/guidelines framed by the Commission from time to time are also sought through advertisements in newspapers and prior gazette publication before finalizing these regulations/guidelines.

8.0 A statement of the board, councils, committees and other bodies consisting of two or more persons constituted as its part of or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

8.1 The ERC Act, 1998 provided for the establishment of the State Advisory Committee to advise the Commission on policy formulation, quality, continuity and extent of service provided by licensees, compliance by the licensees with the conditions and requirements of their licence, protection of consumer interests and energy supply and overall standards of performance by utilities. The said committee was constituted by the Commission vide notification dated 28th February, 2001 and the Committee on enactment of the Electricity Act, 2003, was reconstituted under Section 87 of the Electricity Act, 2003 read with HPERC

(State Advisory Committee) Regulation 2004, vide notification dated 11th August 2008 and 27th March, 2009 published in the gazette on 30th August 2008 and 28th March, 2009 respectively except one member notified by the Commission 27th November 2009 duly published in the gazette on 7th December, 2009.

8.2 The objects of the State Advisory Committee are, to advise the Commission on –

- (i) major questions of policy;
- (ii) matters relating to quality, continuity and extent of service provided by the licensees;
- (iii) compliance by licensees with the conditions and requirements of their licence;
- (iv) protection of consumer interest; and
- (v) electricity supply and overall standards of performance by utilities.

9.0 A directory of its officers and employees

9.1 DIRECTORY OF HPERC OFFICE AT VIDYUT AAYOG BHAVAN,
BLOCK NO. 37 SDA COMPLEX, KASUMPTI , SHIMLA-171 009

EPABX: 2627263, 2627907, 2627908, 2624591, 2622175

FAX: 2627162

E-MAIL: hperc@rediffmail.com

WEBSITE: www.hperc.org

9.2 DIRECTORY OF HPERC OFFICERS AND EMPLOYEES

Sr. No	NAME	DESIGNATION	OFFICE	RES.
1.	Sh.S.K.B.S. Negi, IAS (Retd.)	Chairman	2627262	2621077
2.	Er. Bhanu Pratap Singh	Member	2622175	2672868
3.	Sh.Chaman Dilta	Secretary	2621003	2625533
4.	Er.Bharti Sambyal	Executive Dir.(Tech.)	2627983	
5.	Er.K.L.Gupta	Executive Dir.(Tariff)	2627978	
6.	Er.Ajay Chadha	Joint Director (Tech.)	Extn.200	2657452
7.	Er. Pradeep Chauhan	Joint Director (Tariff)	Extn.201	
8.	Er.Devender Sharma	Deputy Director (Tech.)	Extn.206	
9.	Mrs. Mukta Kashyap	Deputy Director (Law)	Extn.501	
10.	Sh. B.S.Kanwar	P.S.	Extn.401	
11.	Er. Ravinder K.Bisht	Assistant Engineer	Extn.204	
12.	Mrs. Sangeeta Negi	Sr. Accounts Officer	Extn.205	
13.	Sh. Susheel K. Kashyap	Per.-cum-Admn. Officer	Extn.203	
14.	Mrs. Rama Mahajan	Reader	Extn.304	
15.	Sh. Satish Arya	Law Officer	Extn.403	2633957
16.	Sh. Rajkumar Sharma	Supdt. (Accounts)	Extn.315	
17.	Sh. Dinesh Chauhan	Sr. Asstt.	Extn.333	
18.	Sh. Rajeev Kumar	Sr.Scale Stenographer	Extn.302	
19.	Sh. Sanjay Kumar	Sr. Asstt. (Legal)	Extn.502	
20.	Sh. Kundan Singh	Peon		
21.	Sh.Room Singh	Driver		

10.0 The monthly remuneration received by each of its officers and employees including the system of compensation is as provided in its regulations.

10.1 The details of gross monthly salary in respect of officers and staff of the Commission are given as under: -

Sr. No	NAME	DESIGNATION	Gross Salary
1.	Sh.S.K.B.S. Negi, IAS (Retd.)	Chairman	151460/-
2.	Er. Bhanu Pratap Singh	Member	157973/-
3.	Sh.Chaman Dilta	Secretary	Addl. charge
4.	Er.Bharti Sambyal	Executive Dir.(Tech.)	197950/-
5.	Er.K.L.Gupta	Executive Dir.(Tariff)	198549/-
6.	Er.Ajay Chadha	Joint Director (Tech.)	150732/-
7.	Er. Pradeep Chauhan	Joint Director (Tariff)	105564/-
8.	Er.Devender Sharma	Deputy Director (Tech.)	81452/-
9.	Mrs. Mukta Kashyap	Deputy Director (Law)	90286/-
10.	Sh. B.S.Kanwar	P.S.	73652/-
11.	Er. Ravinder K.Bisht	Assistant Engineer	27474/-
12.	Mrs. Sangeeta Negi	Sr. Accounts Officer	63432/-
13.	Sh. Susheel K. Kashyap	Per.-cum-Admn. Officer	99398/-
14.	Mrs. Rama Mahajan	Reader	68208/-
15.	Sh. Satish Arya	Law Officer	87460/-
16.	Sh. Rajkumar Sharma	Supdt. (Accounts)	83266/-
17.	Sh. Dinesh Chauhan	Sr. Asstt.	46296/-
18.	Sh. Rajeev Kumar	Sr.Scale Stenographer	33931/-
19.	Sh. Sanjay Kumar	Sr. Asstt. (Legal)	47694/-
20.	Sh. Kundan Singh	Peon	26710/-
21.	Sh.Room Singh	Driver	51002/-

10.2 There are four Retainer Consultants in the Commission as under:-

1. Sh. S.K. Chanana, Retainer Consultant (Technical)
2. Sh. G.P. Attri, Retainer Consultant (Legal)
3. Sh. S.B. Sharma, Retainer Consultant (IT)
4. Sh. P.L. Negi, Retainer Consultant (CA & AF)

10.3 There are outsourced staff through M/s Mebric Security namely Receptionist, Clerks, Drivers, Security Guards, Office Helpers and Sweepers in the Commission. The detail of the outsourced staff is as under:-

Sr. No.	Name	Designation
1.	Mrs. Jai Dei Sharma	Receptionist/Clerk
2.	Miss. Radhika Sharma	Clerk
3.	Mrs. Shobha Negi	Clerk
4.	Mrs. Mridula Sharma	Clerk
5.	Mrs. Hemlata Thakur	Clerk
6.	Miss. Upma Sharma	Clerk
7.	Sh. Arun Sharma	Driver
8.	Sh. Vipin Kumar	Driver
9.	Sh. Sandeep Kumar	Driver(Home Guard)
10.	Sh. Sidharth Joshi	Driver(Home Guard)
11.	Sh. Mahinder Singh	Driver(Home Guard)
12.	Sh. Suresh Chand	Security Guard
13.	Sh. Sunil Dhiman	Security Guard
14.	Sh. Vishal Sharma	Security Guard
15.	Sh. Chander Mista	Security Guard
16.	Sh. Sanjay Kumar	Office Helper
17.	Sh. Ranvir Singh	Office Helper
18.	Sh. Deepak Kumar	Office Helper
19.	Sh. Manoj Kumar	Office Helper
20.	Sh. Vinod Kumar	Office Helper
21.	Sh. Manohar Lal	Office Helper
22.	Sh. Kamal Hans	Office Helper
23.	Sh. Hem Raj	Office Helper
24.	Sh. Sunil Kumar	Sweeper
25.	Sh. Sumit Kumar	Sweeper

10.4 The Service Regulations of the staff have been finalized and notified on 18.04.2013. While the pay and allowances of the employees who are on secondment basis are being drawn on the basis of the LPC, whereas, the same in respect of the officers and staff to be recruited by the Commission shall be as per the Service Regulations except for those already appointed on permanent absorption basis.

11.0 Income & Expenditure of the Commission

The GoHP vide its notification No.MPP-A(3)-7/2004 dated 03.05.2007 has notified the rules for the establishment of H.P. Electricity Regulatory Commission Fund in exercise of its powers under Section 180 & 103 to 106 of the Electricity Act, 2003 and the Fund so constituted has been made operative from the financial year 2007-08. The Annual Accounts of the Commission are being prepared as per the provisions of Fund Rules in the shape of Receipt & Payment Account, Income & Expenditure Account and Balance Sheet.

12.0 The manner of execution of subsidy programmes, including the amount allocated and the details of beneficiaries of such programmes

12.1 The Commission is a quasi-judicial body and execution of subsidy programmes does not fall in the ambit of its functions.

13.0 Particulars of recipients of concessions, permits or authorizations granted by it;

No such concessions, permits or authorizations have been granted by the Commission.

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

All regulations/guidelines and important orders issued by the Commission *have been preserved and maintained in electronic form* and are available on its website www.hperc.org.

15.0 The particulars of facilities available to citizens for obtaining information, including the workings of a library or reading room, if maintained, for public use:

15.1 As per Regulation 23 of the HPERC (Conduct of Business) Regulations, 2005 the

records of every proceeding are open, for inspection of the parties or their authorized representative at any time, either during the proceedings or after the orders are passed, subject to payment of fees and compliance with such other terms as the Commission may direct. Certified copies of the documents of the Commission can also be obtained after payment of prescribed fees and following the procedure laid down in Regulation 24 of the aforesaid Regulations. The library of the Commission is not open to public use.

16.0 The names, designations and other particulars of the Public Information Officers

16.1 The particulars of the Public Information Officers notified by the Commission in compliance to Section 5 and 9 of the Right to Information Act, 2005 are as under :-

1. Appellate Authority

Sh. Chaman Ditta,
Secretary, HPERC

2. Public Information Officer

Sh. Susheel Kashyap,
Personnel-cum-Administrative
Officer

3. Assistant Public Information Officer

Smt. Rama Mahajan, Reader

17.0 Such other information as may be prescribed; and thereafter update these publications every year:

No other information is prescribed.