

EASTERN REGIONAL POWER COMMITTEE

ERPC (CONDUCT OF BUSINESS RULES), 2011

ERPC (TECHNICAL CO-ORDINATION SUB-COMMITTEE) REGULATIONS, 2011

ERPC (OPERATION CO-ORDINATION SUB-COMMITTEE) REGULATIONS, 2011

ERPC (COMMERCIAL SUB-COMMITTEE) REGULATIONS, 2011

ERPC (PROTECTION SUB-COMMITTEE) REGULATIONS, 2011

ERPC (ESTABLISHMENT FUND) REGULATIONS, 2011

ERPC FUND REGULATIONS, 2011

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Eastern Regional Power Committee

(Conduct of Business) Rules, 2011

(Consolidated Version with 1st Amendment)

CHAPTER-I

GENERAL

[Dated : 1st July 2011] *

1. Short title and commencement

- 1.1 Government of India, under the provision of Sub-Section 55 of Section 2 of the Electricity Act 2003 vide Resolution F. No.23/1/2004-R&R dated 25th May, 2005 and subsequent amendments dated 29.11.2005 and 08.05.2008 published in the Gazette of India (herein after referred to as ‘GoI Resolution’) has established the Eastern Regional Power Committee (hereinafter referred to as ‘ERPC’) comprising of States of West Bengal, Bihar, Orissa, Jharkhand and Sikkim for facilitating the integrated operation of the power systems in the region.
- 1.2 Drawing powers from the para (9) of the aforesaid GoI Resolution, the ERPC hereby makes the following rules called “Eastern Regional Power Committee (Conduct of Business) Rules, 2011” (hereinafter referred to as ‘CBR’).
- 1.3 The first CBR was approved in the 1st ERPC meeting dated 25th May, 2006. This amendment is an effort to bring in transparency and make public the principles guiding the functions of ERPC. The experience gained so far has been used for this amendment.
- 1.4 These rules shall come into force from the date of its approval by the ERPC and shall remain in force unless otherwise modified and shall supercede “Eastern Regional Power Committee (Conduct of Business) Rules, 2006”.
- 1.5 These rules shall be reviewed at the end of every 3 years.

2. Definitions :

- 2.1 In these Rules unless the context otherwise requires :-
 - a) ‘Act’ means the Electricity Act, 2003.
 - b) ‘Agenda’ means the list of business items proposed to be transacted at a meeting of the Committee or Sub-Committee.

* - Approved in 18th ERPC meeting dt.01.07.2011

- c) 'Authority' means Central Electricity Authority (CEA).
- d) 'Commercial Sub-Committee (CC)' means a sub committee constituted by the ERPC to consider commercial related issues.
- e) 'Commission' means the Central Electricity Regulatory Commission (CERC).
- f) 'Committee' means the Eastern Regional Power Committee (ERPC) constituted by the Central Government under Sub-Section (55) of Section 2 the Act.
- g) 'CBR' means 'Eastern Regional Power Committee (Conduct of Business) Rules, 2011'
- h) 'ERLDC' means Eastern Regional Load Despatch Centre.
- i) 'IEGC' means the Indian Electricity Grid Code regulations by CERC.
- j) 'Meeting' means a meeting of the Committee or Sub-Committee convened by the Head of the Secretariat or any member authorized to convene a meeting in the absence of the Head of Secretariat.
- k) 'Member' means the member of the ERPC as per GoI Resolution.
- l) 'Operation Coordination Sub-Committee (OCC)' means a sub-committee constituted by the ERPC to consider all issues related to operation of the regional grid.
- m) 'Protection Sub-Committee (PC)' means a sub-committee constituted by the ERPC to consider all power system protection related issues.
- n) 'POSOCO' means Power System Operation Corporation Limited.
- o) 'System Study Sub-Committee' means a sub-committee constituted by ERPC to carry out the system studies.
- p) 'Sub-Committee' means the sub-committee constituted by ERPC to guide and assist it in conducting the functions assigned to it.
- q) 'Technical Coordination Sub-Committee (TCC)' means a sub-committee constituted by the ERPC to assist the ERPC on all technical, commercial and other matters.
- r) "Standing Committee" means Standing Committee on Transmission Planning of Eastern Region constituted by CEA.
- s) "Year" means a financial year.

2.2 The words and expression used and not defined in these Rules shall be construed as having the same meaning as defined in the Act.

3. Functions of ERPC

3.1 Clause 29 (4) of the Act provides that “the Regional Power Committee in the region may, from time to time; agree on matters concerning the stability and smooth operation of the integrated grid and economy and efficiency in the operation of the power system in that region.”

3.2 As per para (6) of the GoI Resolution , ERPC shall discharge the following functions :-

- (i) To undertake Regional Level operation analysis for improving grid performance.
- (ii) To facilitate inter-state/inter-regional transfer of power.
- (iii) To facilitate all functions of planning relating to inter-state/intra state transmission system with CTU / STU.
- (iv) To coordinate planning of maintenance of generating machines of various generating companies of the region including those of inter-state generating companies supplying electricity to the Region on annual basis and also to undertake review of maintenance programme on monthly basis.
- (v) To undertake planning of outage of transmission system on monthly basis.
- (vi) To undertake operational planning studies including protection studies for stable operation of the grid.
- (vii) To undertake planning for maintaining proper voltage through review of reactive compensation requirement through system study committee and monitoring of installed capacitors.
- (viii) To evolve consensus on all issues relating to economy and efficiency in the operation of power system in the region.

3.3 ERPC shall discharge the functions envisaged in Regulations, IEGC and Orders of CERC, CEA Regulations, GoI Resolution issued from time to time.

3.4 ERPC may decide any function for itself, from time to time.

4. Chairperson of ERPC

4.1 Para (4) of the GoI Resolution provides :

“Chairperson of the ERPC would represent the States of the region by rotation in alphabetical order. Members of the ERPC from the particular State would nominate the Chairperson of ERPC from amongst themselves. Term of Chairperson would be for a period of one year.”

- 4.2 In the last ERPC meeting of each year, the members of the ERPC belonging to the concerned State shall nominate the Chairperson of the ERPC for the ensuing year, who shall takeover the charge w.e.f. 1st April.
- 4.3 In the event, Chairperson ceases to be a member of the ERPC, and he/she is from a particular State having two or more members, members of ERPC from that State shall consult each other and communicate their nomination for Chairperson of ERPC.
- 4.4 Member Secretary, ERPC will be under the administrative and financial control of the Chairperson, ERPC.
- 4.5 The Chairperson, ERPC shall preside over the ERPC meeting.

5. Secretariat of ERPC

- 5.1 Para (8) of GoI Resolution specifies that

“The Committee shall have a Secretariat of its own which will be headed by the Member Secretary of the Committee. The Member Secretary as well as other staff for the Secretariat shall be provided by the Central Electricity Authority in the manner as was being provided to the erstwhile Eastern Regional Electricity Board.”

- 5.2 MoP communication to CEA dated 26th February 2006 conveys its decision:

“Member Secretaries of the Regional Power Committees (RPCs) will be under the administrative and financial control of the Chairman of the respective Regional Power Committee (RPCs) for all matters including sanction of leave, tour etc. of the Member Secretary.”

- 5.3 The Secretariat shall be the nodal point for all communications with ERPC.
- 5.4 The Secretariat shall assist ERPC for discharging all the functions of ERPC.
- 5.5 The Secretariat shall also discharge functions assigned to it by CERC or CEA.
- 5.6 The detailed functions and duties of the Secretariat are appended at **Annexure-I**.

5.7 Man Power

- 5.7.1 As per GoI Resolution, CEA shall provide the officers and staff to man the Secretariat. However, as and when CEA is unable to depute the requisite number of Group “A” or Group “B” Officers, the vacant posts other than Member Secretary, shall be got filled up by drawing officers from constituents on deputation basis or otherwise, upto the day CEA provides the officers. For this purpose, ERPC shall make regulation determining the terms and conditions of its officers. Until this regulation comes into force, the terms and conditions of the parent organisations shall apply.

- 5.7.2 As and when CEA is unable to provide requisite number of Group “C” or “D” officials, the vacant posts shall be got outsourced through competitive bidding route for a period upto 2 years or until CEA provides the manpower. Their remuneration shall be within the ambit of “Minimum Wage Act,1948-Central”.
- 5.7.3 Member Secretary is also empowered to appoint personnel for a short period upto 3 months.
- 5.7.4 For discharging the functions other than those assigned by GoI Resolution, ERPC may hire adequate number of persons, experts or consultants. For this purpose, ERPC shall make regulation determining the terms and conditions.

6. Constituents’ obligation to furnish data / information to the Secretariat of ERPC

- 6.1 ERPC Secretariat shall be provided with one computer terminal for fetching real time parameters from ERLDC control room.

As and when the existing SCADA system is replaced at ERLDC, provision would be kept to incorporate in the project so that ERPC Secretariat can be provided with three (including the one already provided) computer terminals for fetching the real time parameters from ERLDC Control Room.

The hardware and software cost as well as cost of maintenance would be borne out of ERPC Fund.

- 6.2 As and when, the SLDCs of the region are provided with Video Conference Facility, ERPC Secretariat would also be provided with similar conferencing facility to link up with ERLDC and SLDCs. The funding of the said project and its maintenance shall be done through ERPC Fund, in case PSDF funding is not available for the same.
- 6.3 ERLDC (POSOCO) and the constituents of the region shall make available to the Secretariat all the data / information required by the Secretariat to discharge all its functions. The constituents shall ensure that any data though not specifically asked by the Secretariat, but required by it is also made available. Each constituent shall bear the related cost.

7. Website of ERPC

The ERPC shall have its own website which shall be got maintained by ERPC Secretariat. The expenditure related to it shall be incurred from ERPC Fund.

CHAPTER - II

METHODOLOGY TO DISCHARGE THE FUNCTIONS

8. All decisions shall be taken during a meeting of the constituent members called 'ERPC Meeting'. All decisions of ERPC shall be by consensus. Chapter-III deals with the procedure for conducting all such meetings.
9. Para (10) of GoI Resolution provides:

“The Committee may constitute its Sub-Committees, Task Forces, Ad-hoc Committees and Standing Committees, as deemed necessary for efficient functioning. It may also set up, if required, Groups/ Committees of eminent experts to advise it on issues of specific nature. The level of the representative to the Sub-Committees etc. would depend on the nature of the issue concerned.”
10. Wherever a sub-committee is constituted to discharge the functions of ERPC on a regular basis, ERPC shall constitute such sub-committee(s) by making a separate regulation.
11. Wherever, Sub-Committees, Task Forces, Ad-hoc Committees and Standing Committees or Committee, Groups/ Committees of eminent experts is constituted to discharge a one-time job; ERPC or Sub-Committee constituted by it, shall constitute it through a resolution passed respectively in ERPC meeting or Sub-Committee meeting.

CHAPTER-III

PROCEDURE FOR CONDUCTING ERPC MEETING

12. Periodicity, Place and date of ERPC Meeting

12.1. As per GoI Resolution the ERPC shall meet at least once in six months.

ERPC shall meet at regular interval of about three/four months.

12.2. Member Secretary, ERPC on its own or a matter referred by CEA/GOI or on a matter proposed by any constituents may convene a meeting on short notice on any urgent matter in consultation with Chairperson, ERPC. The decision of Member Secretary and Chairperson with regard to degree of urgency shall be binding on all parties concerned.

12.3. The place and date of the meeting will be decided by Member Secretary, ERPC in consultation with ERPC Member of the host organisation. The meeting will generally be held in the area of operation of the host organisation.

13. Hosting the ERPC meeting

13.1 Meeting will be hosted by member organizations as per the roster finalized by ERPC. The host member organisation shall incur its expenditure.

13.2 ERPC shall determine the terms and procedure for maintaining the roster. The regulations on hosting of ERPC meetings are appended at **Annexure-II**.

14. Re-scheduling / Cancellation of Meeting

14.1. If a meeting is required to be rescheduled or cancelled, the same shall be intimated to the members at the earliest by telephone / fax / e-mail and also posted on ERPC Website immediately.

15. Notice for the Committee meeting and Agenda

15.1 Notice for the Committee meeting shall be issued by Member Secretary, ERPC at least one month in advance in consultation with Chairperson, ERPC. For urgent meeting (refer 12.2) notice of one week may be given.

15.2 Agenda for Committee meeting shall be put up after discussions in TCC. Every constituent should ensure that it places its agenda item in time. For agenda of TCC meeting, refer the related regulation.

15.3 Agenda pertaining to ERPC Secretariat shall be placed directly before the Committee.

- 15.4 Member Secretary, ERPC may also put any agenda involving urgent matter/ policy issue directly before the Committee in consultation with Chairperson, ERPC.

16. Effect of Non-receipt of Notice of Meeting by a Member

- 16.1. The non-receipt of notice by any member of ERPC or Sub-Committees shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

17. Quorum of ERPC Meeting

- 17.1. The Quorum of the meeting shall be 50% of its members or the person authorized by the member.
- 17.2. Only members of ERPC accompanied by not more than two representatives of his/her organization shall participate in this meeting. Additional representatives may participate with the prior permission of the Member Secretary.
- 17.3. Special Invitees by Member Secretary may also participate in the meeting.

18. Decision making and implementation

- 18.1. All decisions shall be taken during a meeting of the constituent members called 'ERPC Meeting'. All decisions of ERPC shall be by consensus.
- 18.2. ERLDC shall follow the decision of the ERPC concerning scheduling, despatch and operation of the regional grid, provided it is consistent with CERC Regulations/orders.
- 18.3. Each constituent shall follow the decision of ERPC and convey to the ERPC Secretariat the follow up action taken on the decision(s) taken in the previous meeting(s). ERPC Secretariat shall compile the follow up action on the decision(s) and place it before the ERPC. Follow up action shall be omitted for those decisions which have been completely implemented.

19. Presiding Authority and the Convener

- 19.1. The Chairperson, ERPC shall preside over the meeting of ERPC.
- 19.2. The Member Secretary, ERPC shall convene the meeting.
- 19.3. If the Chairperson is unable to be present at the meeting for any reason, the latest ex-Chairperson of the previous years shall preside over the meeting. If no ex-Chairperson is present then the members present shall choose a person among themselves, who shall preside over the meeting.

- 19.4. If the Member Secretary is unable to be present at the meeting for any reason, the next senior most officer of the ERPC Secretariat shall convene the meeting.

20. Recording of the minutes

- 20.1. The host organisation shall get the proceedings of the meeting electronically recorded and handover its copy to the Secretariat. The Secretariat shall keep it as record until the minutes of the meeting are got confirmed.
- 20.2. The minutes of the meeting shall be finalized and circulated to all its members by Member Secretary, ERPC within 15 working days from the date of this meeting. The minutes shall also be posted on the website of ERPC.

21. Confirmation of the Minutes

- 21.1 Minutes of the ERPC meeting shall be placed in the next meeting for getting confirmed. In case of minutes pertaining to urgent matters, it may be got confirmed by circulation.

CHAPTER-IV

COMPOSITION AND FUNCTIONS OF SUB-COMMITTEE OF ERPC

22 Constitution of Sub-Committee of ERPC

- 22.1 Following Sub-Committees have been constituted by ERPC to guide and assist it in conducting the functions assigned to it in their respective Regulation:
- 22.1.1. Technical Co-ordination Sub-Committee (TCC)
 - 22.1.2. Operation Co-ordination Sub-Committee (OCC)
 - 22.1.3. Commercial Sub-Committee (CC)
 - 22.1.4. Protection Sub-Committee (PC)
 - 22.1.5. System Study Sub-Committee (SSC)
- 22.2 All Sub-Committee meetings except TCC will be hosted at ERPC HQ in Kolkata and the expenditures related to it shall be met out of ERPC Fund. ¹
- 22.3 Each Sub-Committee shall make a regulation for the procedure for conducting its meetings and get it approved from ERPC. Each sub-committee may amend its procedure as and when it requires and get the amendment approved from ERPC.
- 22.4 Any of these sub-committees can be discontinued through a Resolution of ERPC.
- 22.5 ERPC may constitute any other sub-committee that it may deem fit through its Resolution.
- 22.6 TCC Meeting will be hosted by member organization as per the roster finalized for ERPC meeting. Special TCC meeting shall be hosted separately. The host member organisation shall incur its expenditure. ¹

¹ - 1st Amendment dt.17.12.2011 vide MoM 20th ERPC

CHAPTER-V

EXPENDITURE OF ERPC

23. MoP communication to CEA vide letter no. A-60016/59/2005 Adm-I dated 23rd February 2006 stipulates “The activities of the Regional Power Committees (RPCs) will be fully financed by the constituent Members with effect from 01.04.2006 and the Central Electricity Authority will take immediate steps in this regard.”
24. MoP communication to CEA vide letter no. F.No.6/10/90-Trans dated 3rd April 2006 stipulates “For a transition period of six months the establishment expenditure of RPC would be met out of the budget of the CEA and the same will be reimbursed by the constituent members of the RPCs. Meanwhile, the constituents of RPCs will finalise the share of expenditure to be borne by the constituents of RPCs so that the RPCs become self-financing. The expenditure meted out from the budget and contribution of share by the constituent members will be reviewed by the Ministry of Power, every quarter.”

Unquote (for para 23 & 24): All activities to be self financed. Establishment expenditures to be met out of the Central budget. It implies that all other expenditures which are not covered under establishment expenditures will be financed by constituent members. ERPC to decide as to how it shall meet its expenditure other than establishment.

25. a) For the purpose of reimbursement of establishment expenditure of ERPC Secretariat to the consolidated fund of GoI, a fund named “ERPC ESTABLISHMENT FUND” shall be created and got maintained by ERPC. Out of this fund, a cheque shall be issued and got deposited for an amount equal to the quarterly bill amount, within the period specified on the bill. The fund may also be utilized for any other purpose as per the decision of ERPC.
- b) In the event no bill is received from Central Government/ CEA, the actual amount spent by the ERPC secretariat shall be got deposited as and when required by the Member Secretary, ERPC. The difference between the bill amount and actual expenditure shall be got adjusted subsequently.
- c) As and when CEA/Central Government discontinue the practice of first spending from central budget and getting reimbursement, the establishment expenses of the ERPC Secretariat shall be met out of “ERPC Establishment Fund”.
- d) ERPC shall make regulations on “ERPC Establishment Fund”.

26. The expenses related to ERPC meeting shall be borne by each constituent in respect of the meeting hosted by it (on the basis of roster on its turn).
27. Deleted. ¹
28. Expenses related to sub-committee meetings held at ERPC HQ shall be met out of the fund named “ERPC FUND”, which shall be created and got maintained by ERPC for this purpose. ERPC shall make regulations on “ERPC Fund”. ¹
29. Expenses related to activities as a consequence of functions entrusted by IEGC, other regulations / orders of CERC, shall be met out of the “ERPC Fund” mentioned in para-(28) above.
30. Expenses related to discharge of any other functions deemed fit by ERPC shall be met out of the “ERPC Fund” mentioned in para-(28) above.
31. Air/Rail ticket(s) of appropriate class in relation to the journeys of traveling of Secretariat officer(s) for attending ERPC meeting or ERPC sub-committee meetings shall be provided by the constituents. Such ticket(s) shall be purchased out of ‘ERPC Fund’ mentioned in para-(28) above.

MEMBER, MEMBER BY ROTATION & CONTRIBUTION

32. Members of ERPC

GoI Resolution provides for permanent membership and membership of one year by rotation. As per the GoI Resolution the following organisations shall be permanent member of ERPC:

- i) Member (Grid Operation), Central Electricity Authority (CEA).
- ii) One representative each of Central Generating Companies, Central Transmission Utility (CTU), National Load Despatch Centre (NLDC) and the Eastern Regional Load Despatch Centre (ERLDC).
- iii) From each of the States in the region, the State Generating Company, State Transmission Utility (STU), State Load Despatch Centre (SLDC), one of the State owned distribution companies as nominated by the State Government.
- iv) A representative each of every generating company (other than central generating companies or State Government owned Generating Companies) having more than 1000 MW installed capacity in the region.
- vii) Member Secretary, ERPC.

The representative from respective organizations should be either the head of the organization or at least a person not below the rank of a Director on the Board of the

¹ - 1st Amendment dt.17.12.2011 vide MoM 20th ERPC

company / corporate entity except for Central Public Sector Undertaking (CPSUs) where representative could also be at the level of Executive Director.

33. Members of ERPC by rotation

The GoI Resolution also provides for membership of ERPC by rotation. The following organisations shall be member of ERPC by rotation for a period of one year.

- i) One distribution company by alphabetical rotation out of the private distribution companies functioning in the region.
- ii) A representative of the generating companies having power plants in the region [not covered in para 3(ii) to 3(iv) of GoI] by alphabetical rotation.
- iii) One member representing the electricity traders in the region by alphabetical rotation, which have trading volume of more than 500 million units during the previous financial year.

Wherever a member is represented by rotation, the nomination would be for a period of one year. The level of representation shall be same as is applicable for permanent members.

34. Contribution

- i All members except CEA, NLDC and ERLDC shall contribute to 'ERPC Establishment Fund', 'ERPC Fund' and any other fund created by ERPC as per the regulations of respective funds.
- ii Contributions to the funds for the following year shall be decided by ERPC in its last meeting of the year and this decision shall be communicated to all members by the Member Secretary.
- iii All members shall send their contributions in one installment to the ERPC Secretariat within 30 days from the date of communication by Member Secretary.
- iv All contributions shall be sent through demand draft/ banker's cheque payable at par at Kolkata.
- v The contribution of the constituents shall be kept in funds as 'Trustee' until the money is spent for the purpose.
- vi On the expiry of a year, the Secretariat shall communicate to each constituent's share in the amount of expenditure for getting reflected in the Balance Sheet of the respective constituents.
- vii ERPC shall decide on the deployment of surplus funds from time to time. For this purpose ERPC shall constitute a group of three experts in the field of finance and audit from the constituents.

35. MoP communication to CEA vide letter no. F.No.6/10/90-Trans dated 3rd April 2006 stipulates “... the establishment expenditure of RPC would be met out of the budget of the CEA and the same will be reimbursed by the constituent members of the RPCs. Meanwhile, the constituents of RPCs will finalise the share of expenditure to be borne by the constituents of RPCs so that the RPCs become self-financing.”

Thus, this contribution is mandatory. However, in case of non-payment of contribution by members to ERPC Establishment Fund and ERPC Fund, ERPC may decide action on case to case basis.

CHAPTER-VI

REPORTS BY ERPC

36. The following reports shall be prepared and circulated.

	Name of the report	Periodicity
1	Monthly Progress Report of Eastern Regional Grid/Operational Data	Monthly
2	Annual Report of ERPC	Annual
3.	Regional Load Generation Balance Reports (Proposal for CEA)	Annual + Mid-term
4.	Load forecast for Eastern Region (Proposal for CEA)	Annually
5.	Major Grid incident report	As and when required

CHAPTER-VII

MISCELLANEOUS

37. Saving of inherent Power of the ERPC.

- a. Nothing in these Rules shall bar the ERPC from adopting in conformity with the Act a procedure that is at variance with provisions in these Rules, if the ERPC in view of the special circumstances of a matter or class of matters deem it necessary or expedient to deal with such a matter or class of matters.
- b. Nothing in these Rules shall expressly or by implication, bar the ERPC to deal with any matter or exercise any power under the Act for which no Rules have been framed and ERPC may deal with such matters, and functions in a manner it thinks fit.

FUNCTIONS & DUTIES OF ERPC SECRETARIAT

1. The Secretariat shall perform the following duties namely:
 - i. Keep custody of records of proceedings of the Committee, Sub-Committees, Task Force and Working Groups of the ERPC.
 - ii. Prepare agenda for the Committee and Sub-Committee meetings.
 - iii. Prepare minutes of Committee and Sub-Committee meetings.
 - iv. Monitor follow-up action on the decision taken in the Committee & Sub-Committee meeting.
 - v. Maintain archive of data and information pertaining to operating parameters, protection system and communication system of the regional power system.
 - vi. Collect from the constituent members or other offices, companies, firms or any other party as may be directed by Committee, such information as may be considered useful in the efficient discharge of functions of the Committee under the Resolution and place the information before the Committee and its Sub-Committees.
2. The duties and responsibility envisaged under Indian Electricity Grid Code Regulations (IEGC), other Regulations/Orders of CERC, CEA Regulations, ERPC Resolutions, GoI Resolution from time to time shall be carried out by the ERPC Secretariat.
3. The functions envisaged for ERPC Secretariat in IEGC Regulations 2010 dated 28.04.2010 are given below:
 - a **Compliance Oversight** : The RPC in the region shall also continuously monitor the instances of non-compliance of the provisions of IEGC and try to sort out all operational issues and deliberate on the ways in which such cases of non-compliance are prevented in future by building consensus. The Member Secretary RPC may also report any issue that cannot be sorted out at the RPC forum to the Commission. The RPC shall also file monthly reports on

Status of UI payment

Installation of capacitors by states vis-à-vis the requirement/targets, as decided in the RPC.
 - b **Reactive Power Compensation:** The person already connected to the grid shall also provide additional reactive compensation as per the quantum and time frame decided by respective RPC in consultation with RLDC. The Users and STUs shall provide information to RPC and RLDC regarding the installation and healthiness of the reactive compensation equipment on regular basis.

RPC shall regularly monitor the status in this regard.

- c **System Security Aspects:** Any prolonged outage of power system elements of any User/CTU/STU, which is causing or likely to cause danger to the grid or sub-optimal operation of the grid, shall regularly be monitored by RLDC.

RLDC shall report such outages to RPC.

RPC shall finalize action plan and give instructions to restore such elements in a specified time period.

- d **Power System Stabilizer:** Power System Stabilizers (PSS) in AVR's of generating units (wherever provided), shall be got properly tuned by the respective generating unit owner as per a plan prepared for the purpose by the CTU/RPC from time to time.

CTU /RPC will be allowed to carry out checking of PSS and further tuning it, wherever considered necessary.

- e **Automatic Under Frequency Relay and df/dt relay:** RPC shall decide and intimate the action required by SEB, distribution licensee and STUs to get required load relief from Under Frequency and Df/Dt relays. All SEB, distribution licensee and STUs shall abide by these decisions.

RLDC shall keep a comparative record of expected load relief and actual load relief obtained in Real time system operation. A monthly report on expected load relief vis-a-vis actual load relief shall be sent to the RPC and the CERC.

RLDC shall inform RPC Secretariat about instances when the desired load relief is not obtained through these relays in real time operation.

SLDC shall furnish monthly report of UFR and df/dt relay operation in their respective system to the respective RPC.

RPC Secretariat shall carry out periodic inspection of the under frequency relays and maintain proper records of the inspection.

- f **System Protection Schemes (SPS):** Such schemes would be finalized by the concerned RPC forum and shall always be kept in service.

- g **Voltage Control Measures:** All Users, CTU and STUs shall provide adequate voltage control measures through voltage relay as finalized by RPC, to prevent voltage collapse.

- h **Procedure for Operational Liaison:** Forced outages of important network elements in the grid shall be closely monitored at the RPC level.

RPC shall send a monthly report of prolonged outage of generators or transmission facilities to the Commission.

- i **Outage Planning Process:** The RPC Secretariat shall be primarily responsible for finalization of the annual outage plan for the following financial year by 31st January of each year.

All SEBs/STUs, transmission licensees, CTU, ISGS IPPs, MPPs and other generating stations shall provide RPC Secretariat their proposed outage programme in writing for the next financial year by 30th November of each year.

RPCs shall submit quarterly , half-yearly reports to the Commission indicating deviation in outages from the plan along with reasons .These reports shall also be put up on the RPC website.

- j **Demarcation of responsibilities:** RLDC shall periodically review the actual deviation from the dispatch and net drawal schedules being issued, to check whether any of the regional entities are indulging in unfair gaming or collusion.

In case any such practice is detected, the matter shall be reported to the Member Secretary, RPC for further investigation/action.

- k **Preparation of various Accounts :** RPC Secretariat or any other person as notified by the Commission from time to time, shall prepare monthly Regional Energy Account, weekly unscheduled interchange account, reactive energy account and congestion charge account, based on data provided by RLDC and renewable regulatory charge account based on data provided by SLDC/ RLDC of the State/ Region in which wind generator is located and any other charges specified by the Commission for the purpose of billing and payments of various charges.

- l **Transmission System Availability Certificate:** Member Secretary, ERPC shall certify transmission system availability factor for regional AC and HVDC transmission systems separately for the purpose of payment of transmission charges.

REGULATIONS ON HOSTING OF ERPC MEETINGS

1. Meetings of ERPC, required to be held at least once in six months as per GoI Resolution, shall be hosted by the constituent members in rotation as was practice of erstwhile ERE Board.
2. Members of ERPC who are members by rotation for a year as per GoI Resolution will not be required to host ERPC meeting [e.g. Member-Trader, Member-IPP (≤1000 MW installed capacity) and Member-Private-DISCOM].
3. The roster for hosting the ERPC meetings shall be in the order as was decided in the 1st meeting of ERPC.

Final host for a meeting will be decided by Member Secretary, ERPC in consultation with Chairperson, ERPC and shall be announced at the previous meeting. However, Member Secretary, ERPC is empowered to swap the order between two consecutive parties in the list. The roster is as under:

Sl. No.	Host Organisation
1.	West Bengal
2.	DVC
3.	NHPC
4.	Power Grid
5.	Sikkim
6.	PTC
7.	Orissa
8.	Jharkhand
9.	Bihar
10.	NTPC
11.	CESC
12.	APNRL
13.	MPL
14.	Sterlite Energy Ltd.

4. When the turn for hosting ERPC meeting comes to a State as per above roster, existing members of ERPC from that State (excluding IPPs in the State) shall decide amongst themselves as to who will host the meeting or whether the meeting will be hosted jointly by all members from that State or a group of members.
5. The host organisation shall communicate to the Secretariat about venue, nodal officer, contact telephone no., fax no., e-mail id.
6. The name of new member of ERPC will be appended to the roster.

Eastern Regional Power Committee

(Technical Co-ordination Sub-Committee) Regulations 2011 *

[Dated: 17th December 2011]

General

Drawing powers from the para (10) of the GoI Resolution, ERPC hereby makes the following Sub-Committee called “**Technical Co-ordination Sub-Committee**” (hereinafter referred to as ‘**TCC**’).

1. Functions of TCC:

TCC shall consider issues referred to it by the

- a) Operation Co-ordination Sub-Committee
- b) Commercial Sub-Committee
- c) Protection Sub-Committee
- d) System Study Sub-Committee
- e) Other groups/committees/task force constituted by ERPC
- f) Agenda points proposed by the constituents

concerning operation of regional grid, commercial aspects, inter-state/inter-regional transfer of power, grid stability etc. leading to economy and efficiency in the operation of power system in the region.

TCC shall consider the matters/issues referred to it by Standing Committee on transmission planning of Eastern Region constituted by CEA.

TCC shall also consider the matters/issues referred to it by ERPC.

TCC shall assist to implement the decision of the ERPC and provide guidance on formulation of policy matters on regional grid operation, grid security and commercial matters.

2. Composition of TCC:

- 2.1 TCC shall comprise of one technical person each from the ERPC member organizations.
- 2.2 The representation shall be at the level of Member/ Director in State Utilities, and Executive Director/ General Manager in CPSUs, Technical Head of Distribution Company/ Traders/ IPPs, Heads of NLDC & ERLDC and Chief Engineer of CEA.

* - Approved in 20th ERPC meeting dt.17.12.2011

- 2.3 Chairperson of TCC shall be a person nominated by Chairperson, ERPC and shall be from the members from the State, Chairperson, ERPC represents, for a period concurrent with his/her tenure.
- 2.4 In the event Chairperson, TCC ceases to be a member of TCC, then Chairperson, ERPC will nominate a new Chairperson.
- 2.5 In the event of change in the Chairperson, ERPC during a year, the incumbent Chairperson, TCC shall continue.

PROCEDURE FOR CONDUCTING TCC MEETING

3. Periodicity, Place and date of TCC Meeting

- 3.1 TCC shall normally meet a day before the ERPC meeting.
- 3.2 TCC may meet separately also as and when needed to address urgent matter which shall be called a special TCC meeting.
- 3.3 Whenever TCC meeting will be held a day preceding the ERPC meeting, the place and venue for the meeting shall be same as that for ERPC meeting.
- 3.4 The place and date of Special TCC meeting will be decided by Member Secretary, ERPC in consultation with TCC Member of host organisation.

4. Hosting the TCC meeting

- 4.1 TCC Meeting will be hosted by member organization as per the roster finalized for ERPC meeting. Special TCC meeting shall be hosted separately. The host member organisation shall incur its expenditure.

5. Re-scheduling / Cancellation of Meeting

- 5.1 If a meeting is required to be cancelled or rescheduled, the same shall be intimated to the members at the earliest by telephone / fax / e-mail and also posted on ERPC website immediately.

6. Notice for the Committee meeting and Agenda

- 6.1 Notice for the TCC meeting shall be issued by Member Secretary, ERPC at least one month in advance in consultation with Chairperson, TCC. Member Secretary, ERPC may convene a meeting on short notice on any urgent matter in consultation with Chairperson, TCC. In that case notice of one week is to be given.
- 6.2 Agenda for TCC meeting shall include issues referred to it by various sub-committees, other groups/committees/task force constituted by ERPC, agenda points proposed by constituents, matters/issues referred by Standing Committee

on transmission planning of Eastern Region and matters/issues referred by ERPC (as stated under para-1 above).

6.3 The agenda points proposed by the constituents for the meeting should reach ERPC Secretariat at least 15 days in advance of the meeting.

6.4 The Member Secretary, ERPC shall finalize the agenda and get it posted on the ERPC Website at least 10 days in advance, and shall also circulate the agenda to all of its members. Agenda submitted beyond cut-off time as specified shall be posed to Chairperson, TCC for his/her permission. If permitted, it shall be taken up as additional agenda. Agenda submitted after the commencement of the meeting shall not be permitted.

6.4 Member Secretary, ERPC may also put any agenda involving urgent matter/policy issue directly in consultation with Chairperson, TCC.

7. Effect of Non-receipt of Notice of Meeting by a Member

7.1 The non-receipt of notice by any member of TCC or Sub-Committees shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

8. Quorum of TCC Meeting

8.1 The Quorum of the meeting shall be 50% of its members or the person authorized by the member.

9. Decision making and implementation

9.1 All decisions in the TCC shall be taken by consensus. TCC shall decide whether its recommendations will be placed before ERPC for approval or information or refer its decisions to sub-committee(s) for implementation.

9.2 ERLDC shall follow the decision of the TCC concerning scheduling, despatch and operation of the regional grid, provided it is consistent with CERC Regulations/orders.

9.3 Each constituent must ensure the implementation of decision taken in the meeting.

9.4 Each constituent should furnish its “action taken report” on the decision taken by TCC in its next meeting as also in subsequent meeting(s).

10. Presiding Authority and the Convener

10.1 The Chairperson, TCC shall preside over the meeting.

10.2 The Member Secretary, ERPC shall convene the meeting.

10.3 If the Chairperson is unable to be present at the meeting for any reason, the latest ex-Chairperson of the previous years shall preside over the meeting. If no ex-

Chairperson is present then the members present shall choose a person among themselves, who shall preside over the meeting.

10.4 If Member Secretary is unable to be present at the meeting for any reason, the next senior most officer of the ERPC Secretariat shall convene.

11. Recording of the minutes

11.1 The host organisation shall get the proceedings of the meeting electronically recorded and handover its copy to the Secretariat. The Secretariat shall keep it as record until the minutes of the meeting are got confirmed.

11.2 The minutes of the meeting shall be finalized and circulated to all its members by Member Secretary, ERPC within 15 working days from the date of this meeting. The minutes shall also be posted on the website of ERPC.

12. Confirmation of the minutes

12.1 Minutes of the TCC meeting shall be placed in the next meeting for confirmation. In case of minutes pertaining to urgent matters, it may be got confirmed by circulation.

Eastern Regional Power Committee

(Operation Co-ordination Sub-Committee) Regulations 2011 *

[Dated: 17th December 2011]

General

Drawing powers from the para (10) of the GoI Resolution, ERPC hereby makes the following Sub-Committee called “**Operation Co-ordination Sub-Committee**” (herein after referred to as ‘**OCC**’)

1. Functions of OCC:

- 1.1 OCC shall discuss all issues related to operation of the regional grid, power supply position of the region, maintenance schedule for generating units and major transmission lines, operation discipline, operation of Automatic Under-Frequency Relays, grid incidents/disturbances, and the status of implementation of the recommendations of the Inquiry Committees, *etc.*
- 1.2 OCC shall also discuss any other operational issues as specified in Indian Electricity Grid Code (IEGC) and other CERC regulations.
- 1.3 OCC shall also deliberate upon any matter as referred by TCC or ERPC.

2. Composition of OCC:

- 2.1 OCC shall comprise of one technical person each from the constituent organisation of ERPC. The nominated person shall be at the level of Chief Engineer or equivalent.
- 2.2 Member Secretary, ERPC shall be Chairperson of OCC.
- 2.3 Superintending Engineer (Operation) of Secretariat shall be the convener of OCC.
- 2.4 Member Secretary, ERPC may co-opt any other person/entity in OCC as special invitee.

PROCEDURE FOR CONDUCTING OCC MEETING

3. Periodicity, Place and date of OCC Meeting

- 3.1 The meeting will be held at regular interval of about 6 weeks or earlier.
- 3.2 The place and date of the meeting will be decided by Member Secretary, ERPC.

* - Approved in 20th ERPC meeting dt.17.12.2011

4. Hosting the OCC meeting

- 4.1 The OCC meeting shall be hosted at ERPC Secretariat, Kolkata. The expenditure for hosting the meeting will be met from “ERPC Fund”.

5. Re-scheduling / Cancellation of Meeting

- 5.1 If a meeting is required to be cancelled or rescheduled, the same shall be intimated to the members at the earliest by telephone / fax / e-mail and also posted on ERPC Website immediately.

6. Notice for the Committee meeting and Agenda

- 6.1 Notice for the Committee meeting shall be issued by Convener at least 10 days in advance.
- 6.2 The agenda points proposed by the constituents for the meeting should reach ERPC Secretariat at least 5 days in advance of the meeting. ERPC Secretariat shall finalize the agenda and get it posted on the ERPC Website at least 3 days in advance. Agenda submitted beyond cut-off time as specified shall be posed to Chairperson for his/her permission. If permitted, it shall be taken up as additional agenda. Agenda submitted after the commencement of the meeting shall not be permitted.
- 6.3 Member Secretary, ERPC may also put any agenda involving urgent matter/ policy issue directly.

7. Effect of Non-receipt of Notice of Meeting by a Member

- 7.1 The non-receipt of notice by any member of OCC or Sub-Committees shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

8. Quorum of OCC Meeting

- 8.1 The Quorum of the meeting shall be 50% of its members or the person authorized by the member.
- 8.2 Special Invitees from Member Secretary may also participate in the meeting.

9. Decision making and implementation

- 9.1 All decisions in the OCC shall be taken by consensus.
- 9.2 Each constituent must ensure the implementation of decision taken in the meeting.

10. Presiding Authority and the Convener

- 10.1 Member Secretary, ERPC shall preside over the meeting.
- 10.2 Superintending Engineer (Operation), ERPC shall convene the meeting.
- 10.3 If Member Secretary is unable to be present at the meeting for any reason, the next senior most officer of the ERPC Secretariat shall preside.

11. Recording of the minutes

- 11.1 The minutes of the meeting shall be finalized and circulated to all its members by Member Secretary, ERPC within 10 working days from the date of the meeting. The minutes shall also be posted on the website of ERPC.

12. Confirmation of the Minutes

- 12.1 Minutes of the OCC meeting shall be placed in the next meeting for confirmation. However, in case of urgency the minutes may be confirmed by circulation.

Eastern Regional Power Committee
(Commercial Sub-Committee) Regulations, 2011 *

[Dated: 17th December 2011]

General

Drawing powers from the para (10) of the GoI Resolution, ERPC hereby makes the following Sub-Committee called “**Commercial Sub-Committee**” (herein after referred to as ‘**CC**’).

1. Functions of CC:

- 1.1 Commercial Sub-Committee(CC) shall discuss all commercial related issues viz. energy accounting, schemes required for inclusion in the Bulk Power Transmission Agreements, requirement of power from the new projects, installation of special energy meters and its cost sharing, etc., metering aspects, reviewing of the payments towards UI charges, treatment of transmission losses, commercial declaration of lines/substation, on request from CTUs, commercial issues in inter-state an inter-regional exchange of power, issues concerning settlement of payments among constituents, if any, etc. and any other matter referred by the TCC/ERPC.

2. Composition of Commercial Sub-Committee (CC):

- 2.1 Commercial Sub-Committee shall comprise of one person (dealing with commercial matters) each from the constituent organisation of ERPC. The nominated representative shall be at the level of Chief Engineer or equivalent.
- 2.2 Member Secretary, ERPC shall be Chairperson of the CC
- 2.3 Superintending Engineer of Secretariat shall be Convener of the CC.

PROCEDURE FOR CONDUCTING CC MEETING

3. Periodicity, Place and date of CC Meeting

- 3.1 The meeting will be held at regular interval of about 4 months or earlier.
- 3.2 The place and date of the meeting will be decided by Member Secretary, ERPC.

* - Approved in 20th ERPC meeting dt.17.12.2011

4. Hosting the CC meeting

4.1 The CC meeting shall be hosted at ERPC Secretariat, Kolkata. The expenditure for hosting the meeting will be met from “ERPC Fund”.

5. Re-scheduling / Cancellation of Meeting

5.1 If a meeting is required to be cancelled or rescheduled, the same shall be intimated to the members at the earliest by telephone / fax / e-mail and also posted on ERPC Website immediately.

6. Notice for the Committee meeting and Agenda

6.1 Notice for the Committee meeting shall be issued by Member Secretary, ERPC at least 15 days in advance.

6.2 The agenda points proposed by the constituents for the meeting should reach ERPC Secretariat at least 10 days in advance of the meeting. The Member Secretary, ERPC shall finalize the agenda and get it posted on the ERPC Website at least 7 days in advance, and shall also circulate the agenda to all of its members. Agenda submitted beyond cut-off time as specified shall be posed to Chairperson for his/her permission. If permitted, it shall be taken up as additional agenda. Agenda submitted after the commencement of the meeting shall not be permitted.

6.3 Member Secretary, ERPC may also put any agenda involving urgent matter/ policy issue directly.

6.4 Member Secretary, ERPC may convene a meeting on short notice on any urgent matter. In that case notice of one week is to be given.

7. Effect of Non-receipt of Notice of Meeting by a Member

7.1 The non-receipt of notice by any member of CC or Sub-Committees shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

8. Quorum of CC Meeting

8.1 The Quorum of the meeting shall be 50% of its members or the person authorized by the member.

8.2 Only members of CC and not more than two representatives of his/her organization shall participate in the meeting. Additional representatives may participate with the prior permission of the Member Secretary.

- 8.3 Special Invitees from Member Secretary may also participate in the meeting.

9. Decision making and implementation

- 9.1 All decision in the CC shall be taken by consensus.
- 9.2 ERLDC shall follow the decision of the CC concerning scheduling, despatch and operation of the regional grid, provided it is consistent with CERC Regulations/ orders.
- 9.3 Each constituent must ensure the implementation of decision taken in the meeting.
- 9.4 Each constituent should furnish its “action taken report” on the decision taken by CC in its next meeting as also subsequent meeting(s).

10. Presiding Authority and the Convener

- 10.1 Member Secretary, ERPC shall preside over the meeting.
- 10.2 Superintending Engineer, ERPC shall convene the meeting.
- 10.3 If Member Secretary is unable to be present at the meeting for any reason, the next senior most officer of the ERPC Secretariat shall preside.

11. Recording of the minutes

The minutes of the meeting shall be finalized and circulated to all its members by Member Secretary, ERPC within 10 working days from the date of this meeting. The minutes shall also be posted on the website of ERPC.

12. Confirmation of the Minutes

Minutes of the CC meeting shall be placed in the next meeting for confirmation. However, in case of urgency the minutes may be confirmed by circulation.

Eastern Regional Power Committee

(Protection Sub-Committee) Regulations 2011 *

[Dated: 17th December 2011]

General

Drawing powers from the para (10) of the GoI Resolution, ERPC hereby makes the following Sub-Committee called “**Protection Sub-Committee**” (herein after referred to as ‘**PC**’)

1. Functions of PC :

- 1.1 Protection Sub-Committee (PC) shall discuss all power system protection related issues viz. analysis of system disturbances in the region, review of protective relaying schemes, relay co-ordination islanding schemes, automatic under frequency, load shedding schemes, review of the implementation of recommendation made by the Inquiry Committee of the grid disturbance in the region concerning the above matters, etc. and any other matter referred by the TCC/ERPC.

2. Composition of Protection Sub-Committee

- 2.1 Protection Sub-Committee shall comprise of one person each from the constituent organisation of ERPC. The nominated person shall be at the level of Chief Engineer or equivalent and dealing with power system protection / testing.
- 2.1 Member Secretary, ERPC shall be Chairperson of the PC.
- 2.1 Superintending Engineer of Secretariat shall be convener of the PC.

PROCEDURE FOR CONDUCTING PC MEETING

3. Periodicity, Place and date of PC Meeting

- 3.3 The meeting will be held at regular interval of about 4 months or earlier.
- 3.4 The place and date of the meeting will be decided by Member Secretary, ERPC.

4. Hosting the PC meeting

- 4.2 The PC meeting shall be hosted at ERPC Secretariat, Kolkata. The expenditure for hosting the meeting will be met from “ERPC Fund”.

* - Approved in 20th ERPC meeting dt.17.12.2011

5. Re-scheduling / Cancellation of Meeting

- 5.2 If a meeting is required to be cancelled or rescheduled, the same shall be intimated to the members at the earliest by telephone / fax / e-mail and also posted on ERPC Website immediately.

6. Notice for the Committee meeting and Agenda

- 6.4 Notice for the Committee meeting shall be issued by Member Secretary, ERPC at least 15 days in advance.
- 6.5 The agenda points proposed by the constituents for the meeting should reach ERPC Secretariat at least 10 days in advance of the meeting. The Member Secretary, ERPC shall finalize the agenda and get it posted on the ERPC Website at least 7 days in advance, and shall also circulate the agenda to all of its members. Agenda submitted beyond cut-off time as specified shall be posed to Chairperson for his/her permission. If permitted, it shall be taken up as additional agenda. Agenda submitted after the commencement of the meeting shall not be permitted.
- 6.6 Member Secretary, ERPC may also put any agenda involving urgent matter/ policy issue directly.
- 6.7 Member Secretary, ERPC may convene a meeting on short notice on any urgent matter. In that case notice of one week is to be given.

7. Effect of Non-receipt of Notice of Meeting by a Member

- 7.1 The non-receipt of notice by any member of PC shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

8. Quorum of PC Meeting

- 8.1 The Quorum of the meeting shall be 50% of its members or the person authorized by the member.
- 8.2 Only members of PC and not more than two representatives of his/her organization shall participate in the meeting. Additional representatives may participate with the prior permission of the Member Secretary.
- 8.3 Special Invitees from Member Secretary may also participate in the meeting.

9. Decision making and implementation

- 9.1 All decisions in the PC shall be taken by consensus.

- 9.2 ERLDC shall follow the decision of the PC concerning Protection Coordination, Analysis of grid incidences and Disturbance report preparation, etc. of the regional grid, provided it is consistent with CERC Regulations/orders.
- 9.3 Each constituent should ensure the implementation of decision taken in the meeting.
- 9.4 Each constituent should furnish its “action taken report” on the decision taken by PC in its next meeting, as also subsequent meeting(s).

10 Presiding Authority and the Convener

- 10.1 Member Secretary, ERPC shall preside over the meeting.
- 10.2 Superintending Engineer, ERPC shall convene the meeting.
- 10.3 If Member Secretary is unable to be present at the meeting for any reason, the next senior most officer of the ERPC Secretariat shall preside.

11. Recording of the minutes

The minutes of the meeting shall be finalized and circulated to all its members by Member Secretary, ERPC within 15 working days from the date of this meeting. The minutes shall also be posted on the website of ERPC.

12. Confirmation of the Minutes

Minutes of the PC meeting shall be placed in the next meeting for confirmation. However, in case of urgency the minutes may be confirmed by circulation.

ERPC (ESTABLISHMENT FUND) REGULATIONS 2011 *

[Dated: 24th September 2011]

Drawing power from section 25(d) of 'Eastern Regional Power Committee (Conduct of Business) Rules, 2011', ERPC hereby makes the following regulations called "**ERPC (Establishment Fund) Regulations 2011**".

1. **Name:** The name of the fund shall be "**ERPC Establishment Fund**".
2. **Objective:** The fund shall be utilized for meeting reimbursement of the actual expenditure incurred by the office of the ERPC Secretariat in Kolkata for its establishment expenses within the budgeted approval of CEA to the consolidated fund of Govt. of India through Drawing & Disbursing Officer, ERPC (DDO, ERPC).
3. **Contribution:** All members of ERPC except CEA, NLDC and ERLDC shall contribute equal amount on annual basis as per the decision of ERPC. Members of ERPC shall send their contribution by demand draft/ pay order/ cheque drawn in favour of "ERPC Establishment Fund" payable in Kolkata.
4. **Operation:** The fund shall be operated by a group of three officers from member constituents of ERPC posted in Kolkata as nominated by Member Secretary, ERPC. Bank account shall be opened in the name of the fund in a scheduled bank and officers nominated as above shall be given the cheque drawing authority.
5. The cheque for matching reimbursement to the extent of actual establishment expenses of ERPC Secretariat for the relevant period as approved by Member Secretary, ERPC in line with para-2 above shall be drawn in favour of 'Executive Engineer, ERPC, Kolkata'.
6. DDO, ERPC shall deposit the cheque in Government Accounts without delay complying rule-7 of General Financial Rules, rule-6(1) of the Receipt and Payments Rules. .
7. Yearly statement of receipt & expenditure of the fund shall be placed before the ERPC.
8. The accounts of the fund shall be got audited by two officers, one officer nominated by incumbent Chairperson from his own organisation & the other nominated by the Chairperson of previous year from his own organisation.

The officers nominated as above shall be other than the officers nominated as per para-4 above.
9. ERPC, if desires, may constitute a sub-committee which will meet at least once in six months to discuss/ settle/ recommend on various issues related to this fund.
10. Management of surplus fund shall be at the sole discretion of ERPC. Expenditure from the surplus funds shall be made only after the consent of ERPC.

* - Approved in 19th ERPC meeting dt.24.09.2011

ERPC FUND REGULATIONS 2011 *

[Dated: 24th September 2011]

Drawing power from section 28 of 'Eastern Regional Power Committee (Conduct of Business) Rules, 2011', ERPC hereby makes the following regulations called "**ERPC Fund Regulations 2011**".

1. **Name:** The name of the fund shall be "**ERPC Fund**".
2. **Objective:** The fund shall be utilised for
 - i) Expenses related to meetings, workshops, seminars etc. hosted at ERPC Secretariat.
 - ii) Expenses related to hospitality extended to officials of constituents and other guests on their visit to ERPC Secretariat.
 - iii) Expenses related to printing and binding works for agenda, minutes etc. for TCC & ERPC meetings and similar types of works for meetings, seminars, workshops etc.
 - iv) Expenses related to payment to consultant (s) appointed with the consent of ERPC.
 - v) Expenses related to hiring of vehicles on case to case basis when departmental vehicle is not available / not adequate to meet the requirement.
 - vi) Expenses related to discharge of any other functions deemed fit by ERPC.
3. **Contribution:** All members of ERPC except CEA, NLDC and ERLDC shall contribute equal amount on annual basis as per the decision of ERPC. Members of ERPC shall send their contribution by demand draft/ pay order/ cheque drawn in favour of "ERPC Fund" payable in Kolkata.
4. **Operation:** The fund shall be operated by a group of three officers from member constituents of ERPC posted in Kolkata as nominated by Member Secretary, ERPC. Bank account shall be opened in the name of the fund in a scheduled bank and officers nominated as above shall be given the cheque drawing authority.
5. Cheques can be drawn on this account only against expenses approved by Member Secretary, ERPC.
6. Yearly statement of receipt & expenditure of the fund shall be placed before the ERPC.
7. The accounts of the fund shall be got audited by two officers, one officer nominated by incumbent Chairperson from his own organisation and the other nominated by the Chairperson of previous year from his own organisation.

The officers nominated as above shall be other than the officers nominated as per para-4 above.
8. ERPC, if desires, may constitute a sub-committee which will meet at least once in six months to discuss/ settle/ recommend on various issues related to this fund.
9. Management of surplus fund shall be at the sole discretion of ERPC. Expenditure from the surplus funds shall be made only after the consent of ERPC.

* - Approved in 19th ERPC meeting dt.24.09.2011