सत्यमेव जयते



भारत सरकार
विद्युत मंत्रालय
केन्द्रीय विद्युत प्राधिकरण
इमर्जिंग टेक्नोलॉजी एंड इनोवेशन प्रभाग

विषय: Guidelines / Standard Operating Procedure (SOP) for handling of work of Emerging Technology and Innovation Division

उपर्युक्त विषय पर इमर्जिंग टेक्नोलॉजी एवं इनोवेशन प्रभाग के कार्यों के संचालन हेतु दिशा-निर्देश / मानक संचालन प्रक्रिया **(SOP)** अनुलग्नक में संलग्न हैं |

आप सभी से अनुरोध हैं की प्रभाग का कार्य अनुलग्नक के अनुसार दी गयी दिशा-निर्देश / मानक संचालन प्रक्रिया के अनुसार सुनिश्चित किया जाए |

Digitally signed by Pankaj Kumar Verma
Date: 24-09-2026 11:53:40

(पंकज कुमार वर्मा)
उप निदेशक

To,

All officers/Official of ET&I Division

प्रतिलिपि:

1. मुख्य अभियंता (ई. टी. एंड आई.), के.वि.प्रा.
2. विशेष सहायक, अध्यक्ष, के.वि.प्रा.
3. विशेष सहायक, सदस्य (योजना), के.वि.प्रा.
4. श्री सुशील कुमार सुमन, सहायक निदेशक (ई.टी. एंड आई.),के.वि.प्रा.- के.वि.प्रा. की वेबसाइट पर अपलोड करने हेतु |

Annexure

Guidelines / Standard Operating Procedure (SOP) for handling of work of Emerging Technology and Innovation Division

1. R&D / New Initiatives

(i) Any proposal relating to R&D, innovation or new initiatives, if received in the Division, shall initially be examined and,

(ii) With suitable meetings, the proposal will be taken up with the concerned Division of CEA, as applicable.

(iii) After obtaining the requisite inputs, the matter shall be forwarded to CPRI for placing the same before the concerned Technical Committee for examination and appropriate action.

(iv) If the technology/invention is to be adopted or recommended to MoP/GoI at National level, it shall be either as

a. Inclusion in CEA's regulations/standard, for which the same shall be forwarded to the concerned division for further consideration of stakeholders and Authority.

b. An advisory from MoP, for which the same shall be forwarded to the concerned division for further consideration of stakeholders and Authority

c. Inclusion in BIS standard, for which the same shall be forwarded to the concerned BIS Technical Committees for further consideration of stakeholders.

2. Make in India Provisions & Vendor Development

(a) The applicable Make in India / PPP-MII orders, guidelines and provisions shall be disseminated among concerned stakeholders/entities.

(b) The Division shall endeavour to facilitate vendor development, wider participation of domestic manufacturers/OEMs and enhancement of local content in power-sector equipment, in coordination with concerned stakeholders and CEA/CPRI divisions, as applicable.

3. Handling of MLC Verification / False Declaration Complaints

Complaints relating to false declaration of Minimum Local Content (MLC) shall be processed in the following sequence:

Step 1 – Receipt & Preliminary Examination:

On receipt of a complaint, the complaint shall be diarised and subjected to preliminary examination for completeness and applicability of the PPP-MII provisions.

Step 2 – Complaint Fee:

The complainant shall be requested to deposit (if not deposited) the prescribed complaint fee in the form of **Demand Draft**, drawn in favour of '**PAO, CEA, New Delhi**', as applicable under the PPP-MII MoP Order dated 16.11.2021. The complaint shall be processed further after receipt of the requisite fee.

Step 3 – Seeking Comments/Inputs:

After receipt of the complaint fee, the complaint and relevant issues shall be formally referred to:

Complainant – for supporting documents/clarifications, wherever required;

Bidder against whom the complaint has been made – for its response/clarification; and

Procuring Entity – for its comments and relevant records.

Step 4 – Examination of Responses:

The comments, documents and clarifications received from all concerned parties shall be examined and compiled for consideration by the Committee constituted under Para 6 of the MoP PPP-MII Order dated 16.11.2021.

Step 5 – Committee Meeting:

Meeting/Meetings of the Committee shall be convened.

During the meeting:

- The complainant shall be given an opportunity to present its case;
- The bidder shall be given an opportunity to present its response/clarification; and
- The Procuring Entity shall be requested to provide its views/comments and relevant factual inputs.

Step 6 – Minutes of Meeting:

The deliberations, submissions and observations of the Committee shall be duly recorded in the Minutes of Meeting & final MoM as approved by the Chairman of the committee will be circulated to the Members of the committee.

Step 7 – Recommendation to MoP:

The Committee's recommendation, along with the relevant records and supporting documents, shall be forwarded to MoP in the form of letter for further necessary action, as applicable.

Step 8 – Disposal of Complaint Fee:

The complaint fee shall be refunded if the complaint is found to have merit. If the complaint is not substantiated / is found to be without merit, the fee shall be forfeited in accordance with Clause 8 of the MoP PPP-MII Order dated 16.11.2021.

4. **Handling of Grievance regarding Non-Compliance of Make in India Provisions**

Grievances relating to non-compliance of Make in India provisions shall be processed as per the following procedure:

(i). An Agenda shall be prepared in accordance with the SOP approved by the Chairman of the Grievance Committee constituted under Clause 7 of the PPP-MII MoP Order dated 16.11.2021.

(ii). The agenda, along with relevant background material and inputs, shall be put up for the perusal of the Member Convener, i.e. Member (Thermal), of the Grievance Committee.

(iii). After obtaining the requisite approval/perusal, meeting(s) of the Grievance Committee shall be convened.

(iv). The grievance shall be considered by the Committee based on the agenda, submissions and relevant records placed before it.

(v). Based on the deliberations and decision/recommendations of the Committee, the Minutes of Meeting shall be prepared and submitted for approval of the Chairman of the Committee.

(vi). After approval of the MoM, the decision/recommendation of the Committee shall be forwarded to the Ministry of Power in the form of letter for further necessary action, as applicable.

5. Official Communication Channel:

No officer/official of the Division shall communicate directly or informally with any complainant, bidder or Procuring Entity or manufacturer or Industry representatives or procuring entity, etc. All communications shall be made strictly through the official communication channel, with proper record and approval, wherever required.

6. Transparency and Record Management

All matters shall be dealt with in an objective, transparent, documented and time-bound manner, strictly in accordance with the applicable Government of India/MoP orders, guidelines and approved procedures.

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