



भारत सरकार/Govt. of India  
विद्युत मंत्रालय/Ministry of Power  
केन्द्रीय विद्युत प्राधिकरण/Central Electricity Authority  
मुख्य विद्युत निरीक्षणालय प्रभाग/Chief Electrical Inspectorate Division  
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पत्र क्रमांक: CEI/1/20/2018/11-23

दिनांक: 02.01.2019

सेवा में,  
To,

संलग्न सूची के अनुसार,  
As per attached list:

विषय: विद्युत सुरक्षा पर जागरूकता कार्यक्रम पर दूसरी बैठक का कार्यवृत्त, जो 28 दिसंबर, 2018 को सुबह 11 बजे, आई.ई.ई.एम.ए. के सम्मेलन कक्ष, ऋषिमुक भवन, पंचकुइयां रोड, नई दिल्ली में संपन्न हुआ।

**Sub: Minutes of the 2<sup>nd</sup> meeting on awareness generation programs on Electrical Safety held on 28<sup>th</sup> December, 2018 at 11:00 AM in the conference room of IEEMA at Rishyamook Building, Panchkuian Road, New Delhi- Reg.**

कृपया विद्युत सुरक्षा पर जागरूकता कार्यक्रम पर दूसरी बैठक का कार्यवृत्त प्राप्त करें, जो 28 दिसंबर, 2018 को सुबह 11 बजे, आई.ई.ई.एम.ए. के सम्मेलन कक्ष, ऋषिमुक भवन, पंचकुइयां रोड, नई दिल्ली में संपन्न हुआ। यह हमारे पोर्टल [http://www.cea.nic.in/cei\\_meetings.html](http://www.cea.nic.in/cei_meetings.html) पर भी उपलब्ध है।

Please find enclosed the minutes of the 2<sup>nd</sup> meeting on awareness generation programs on Electrical Safety held on 28th December, 2018 in the Conference room of IEEMA at Rishyamook Building, Panchkuian Road, New Delhi. The same is also available at CEA website: [http://www.cea.nic.in/cei\\_meetings.html](http://www.cea.nic.in/cei_meetings.html).

Encl: As above

गौतम शर्मा  
02.01.2019  
(गौतम शर्मा)  
मुख्य विद्युत निरीक्षक

**List of addressee:**

Sl. No.	Name of the Organization	Concerned Person (Shri)
1	BIS	Rajeev Sharma, Scientist F 9417804252 eetd@bis.gov.in
2	ONGC	Sunil Arora, GGM (HSE) 9969221001 arora_sunil@ongc.co.in
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4	NHPC	R.K. Agrawal, CE (C) 9871926863 rkagrawal@nhpc.nic.in
5	PGCIL	P.N. Dixit, ED 9873549062 pndixit@powergridindia.com
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7	HPCL	A K Gupta, GM 9833921293 akgupta@hpcl.in
8	BPCL	S K Aggarwal, GM 9892508576 agarwalsk@bharatpetroleum.in
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10	REC	S.K. Gupta Director (Tech) skgupta@recl.in 011-43091522
11	PFC	C. Gangopadhyay, Director (Projects) chinmoy_gangopadhyay@pfcindia.com 011-23456931
12	IEEMA	Sunil Misra, DG sunil.misra@ieema.org dg@ieema.org
13	ICAI	Sanjeev Ranjan Managing Director sanjeev.ranjan@copperalliance.asia

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18-A, Shaheed Jeet Singh Marg, Katwaria Sarai, New Delhi-110016- Telefax-011-26565183 Email: cea.eidivision@gmail.com

Website: <http://www.cea.nic.in/cei.html>

**Minutes of the 2<sup>nd</sup> meeting on Awareness Generation Programme on Electrical Safety held on 28th December, 2018 at 11.00 AM in the Conference room of IEEMA at Rishyamook Building, Panchkuian Road, New Delhi.**

The 2<sup>nd</sup> meeting on Awareness Generation Programme on Electrical Safety was held in the Conference room of IEEMA at Rishyamook Building, Panchkuian Road, New Delhi at 11.00 AM on 28.12.2018 to discuss regarding the Awareness Generation Programme on Electrical Safety to be organized in various cities across India. The list of participants in the meeting is enclosed at **Annexure-A.**

2. At the outset, Chief Electrical Inspector (CEI), CEA welcomed all the participants to the meeting. The meeting started with formal introduction of participants.

CEI, CEA stated that the 1<sup>st</sup> meeting on this subject was held on 03.12.2018 where discussions were held on the broad details of this awareness generation program. This meeting has been convened to deliberate over the Day Schedule and arrangements of the program and its approximate expenditure. He discussed the draft Day Schedule of the one-day awareness generation program which is enclosed at **Annexure-B.**

3. He further stated that the cost estimate for conducting a one-day program in city like Delhi has been estimated and it is coming out to be around 2.5 Lakh Rupees for making arrangements in a hotel. The details of the cost estimate for conducting a one-day program is given at **Annexure-C.** This expenditure includes venue, hall equipment, high tea (twice), lunch, vehicle, pamphlets, and stationary. He stated that the cost of conducting this one-day program can be reduced, if we can get the meeting hall of PSUs or State government facilities. However, our priority would be to get these meeting halls in the PSU/State Government facilities. If no such meeting hall could be arranged, only then the facilities in the hotel will be looked for and that too not above 3-star standard.

4. He further requested the participants for their suggestions/views on these proposals. The participants gave the

following suggestions for inclusion in the awareness generation program: -

- i. Display of proper PPE equipment and standard switches and wires.
- ii. The program should cover the information like whom to contact in case of electrical accident.
- iii. Case studies of electrical accidents occurred in that particular area.
- iv. Playing videos over electrical accident in the program.
- v. Creating a WhatsApp Group for circulating information and videos related to electrical accidents.
- vi. Media shall be invited for coverage of the event for wider propagation of the message of the program.
- vii. Most of the participants suggested to start our program with North-Eastern States.

5. CEI, CEA appreciated all the suggestions and assured the members to consider these suggestions in the program. He stated that for item (i), stalls would be arranged at the program site. Accordingly, talks are on with IEEMA. The items (ii) to (iv) would be covered in the course of the program. Item (v) and (vi) would be taken care by CEI Division of CEA. Item (vii) was agreed by all.

6. CEI, CEA stated that in the last meeting it was requested that the participants may discuss the issue regarding owning some of workshops in a year. A letter in this respect was also sent to all the CMDs of the PSUs to own some of the workshops in a year. So, that continuity of this program can be maintained and the awareness generation exercise could be carried out seamlessly throughout India. He requested the participants to intimate the views of their organization in this regard.

Representative from IOCL confirmed that IOCL is ready to own two programs one in Ranchi, Jharkhand and one in Salawas, Rajasthan.

CEI, CEA informed that ONGC has confirmed its willingness to own programs in North-East. He requested all the participants to own the events as much as they can and intimate the same **at least by first week of January**. He further requested to nominate the nodal officers for their organizations at the earliest.

The meeting ended with vote of thanks to the Chair.

**ANNEXURE-A**

**List of participants in the 2<sup>nd</sup> meeting on awareness generation programs on Electrical Safety held on 28th December, 2018 in the Conference room of IEEMA at Rishyamook Building, Panchkuian Road, New Delhi.**

S. N.	Name Smt/Shri	Designation/Organisation	Mobile	E-mail
1	Goutam Roy	CEI, CEA	8376817933	goutamroy.715@gmail.com
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4	R.K.Meena	Dy. Director, CEA	8800764840	rkmeena.cea@gmail.com
5	Reeturaj Pandey	Ast. Director,CEA	9711807447	pandeyr.cea@gmail.com
6	Mukul Kumar	Ast. Director,CEA	8448370263	mukulkr2005@gmail.com
7	Rajiv Sharma	CMNM, IOCL	9466130512	rajeevsharma@indianoil.in
8	Rajendra Lagad	Head EHS (T&D), South Asia ,KEC International Ltd.	9821118575	lagadr@kecrpg.com
9	R K Agrawal	GM, NHPC Ltd.	9871926863	rkagrawal_nhpc@yahoo.co.in
10	A.K. Gupta	GM, HPCL	9833921293	akgupta@hpcl.in
11	M V Srikanth	Chief Manager-Safety, HPCL	9000002695	srikanthmv@hpcl.in
12	Chander Shekher	Sr. Station Manager, MDPL-Ajmer, HPCL	7888544459	chandershekher@hpcl.in
13	M.I. Md. Ammar	Chief Manager, GAIL, Noida	9924933004	ammar@gail.co.in
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15	Neelesh Timothy	Regional Manager, North, BPCL	9669502111	neeleshtk@bharatpetroleum.in
17	J Pande	IEEMA	9810023544	j.pande@ieema.org
18	Vishesh Bhatia	Senior Consultant (Power Cable), ICAI	9810619526	VISHESH.BHATIA@copperalliance.asia
19	Anita Gupta	Director/IEEMA	9810540026	anita.gupta@ieema.org

Day Schedule of One-Day Awareness Generation Program On Electrical safety

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TIME & DATE FOR THE PROGRAM: .....

VENUE FOR THE PROGRAM: .....

**10:00 Hrs.-11:00 Hrs. Inaugural Session (Including welcome address, keynote address and vote of thanks)**

**TEA BREAK 11:00 Hrs. -11:15 Hrs.**

***Presentations***

**11:15 Hrs.-12:15 Hrs; Presentation 1: Electrical Accident Analysis, Causes and Remedial Measures by CEA**

**12:15 Hrs.- 12:45 Hrs. Presentation 2: CEA (Measures Relating to Safety and Electric Supply) Regulations by CEA**

**12:45 Hrs.- 13:15 Hrs. Presentation 3: Relevant Standards by BIS**

**13:15 Hrs. - 13:30 Hrs : Interactive Session**

**LUNCH BREAK 13:30 Hrs-14:30 Hrs.**

**14:30 Hrs.- 15:30 Hrs. Presentation 4: Local issues related to Electrical Accident by State Electrical Inspectorate/ State DISCOM**

**TEA BREAK: 15:30 Hrs.- 15:45 Hrs.**

**15:45 Hrs.- 16:45 Hrs. Open Discussion Over Measures for Reduction of Electrical Accidents**

**MEETING END**

## Estimate for organizing a one day program on electrical safety

S.N.	Items	Rate	Requirement	Total (Rupee)*
1	Charges for the Venue (including hall space ,snacks for two time and lunch)	800 Rupee/person plus 18 % tax (in a a city like delhi)	100 people	₹ 94,400.00
2	Hall equipments (like Backdrop, public address system etc)	55000 rupee	-	₹ 55,000.00
3	Vehicle for pick up and drop of the speakers from outstation	3000 rupee/car (considering innova for 12 hour and 100 km)	2 vehicle	₹ 6,000.00
4	Air ticket for speakers, if required	16,000 rupee for round way for one person	4persons	₹ 64,000.00
5	Stationary like notepad, pen	100 per person	100	₹ 10,000.00
6	Pamphlets	50 rupee per pamphlets (for a four page folding pamphlet)	100	₹ 5,000.00
7	Mementoes	1000 per piece	10	₹ 1,000.00
<b>Total</b>				<b>₹ 2,35,400.00</b>

\* The above estimate has been prepared based on rates in Delhi. It may vary from city to city.