

Minutes of the first meeting of the Standing Committee on Electrical Safety (SCES) held on 14.7.2017 at Hyderabad in Telangana.

List of the participants is enclosed at **Annexure-I**

The first meeting of the Standing Committee on Electrical Safety was inaugurated by the Special Chief Secretary, Energy Department, Government of Telangana.

Chief Electrical Inspector, Government of Telangana welcomed the Chief Guest and other participants to the meeting. He appreciated the initiative taken by the CEA for bringing out all the States on a common platform, by forming this Standing Committee on Electrical Safety. He informed the detailed program for the meeting and read out the brief Bio data for the Chief Guest, Chairman Standing Committee and Member Secretary Standing Committee. The detailed program for the meeting is enclosed at **Annexure-II**.

Member Secretary, Standing Committee on Electrical Safety (SCES) and Chief Electrical Inspector, CEA stated that the need for establishment of a link between the Centre and the State Electrical Inspectorate was long overdue. Both, the Centre and the State Electrical Inspectorates are working for the improvement of the standards of electrical safety in the country. With the formation of Standing Committee on Electrical Safety a new chapter on coordination between the Centre and the State Inspectorates would begin. He also stated that there was a need for harmonizing the guidelines for Chartered Electrical Safety Engineer (CESE) as well as for issuing licenses to electrical contractors, supervisors and wiremen. Besides these, other issues which needs to be deliberated in the Standing Committee are Amendments required in regulations from time to time due to (i) the change in technologies, (ii) problem in its implementation by the users, (iii) to remove some obsolete provisions from the regulation, (iv) An existing regulation creating hurdle in implementation of other regulations, Future technologies and the impact of this on the electrical safety, Adoption of some provisions of internationally recognized standards like IEC and EN in the regulation in absence of suitable BIS Standards, discussion on the best practices on the electrical safety and the need for sensitization of the utilities and customers on electrical safety.

Chairman Standing Committee on Electrical Safety (SCES) and Principal Chief Engineer-II, CEA expressed his concern for higher electrical accidents and the need for brain storming on the issue in the Standing Committee and carrying out subsequent changes that is required in the regulation to reduce electrical accidents. He stated that with the expansion of power sector due to the

Government policy of "Power for all" the electricity is percolating to the remotest corner of the country. With this, there is a need for revisiting the electrical safety standards for the safety of utilities and the consumers. He stated that our regulation should be user friendly so that it should be easily understandable and implementable by the common users and it should not become a cause for harassment to the industry and the common people. He said, if people understand and appreciate the importance of the regulations for electrical safety, then they themselves would come forward to follow the regulation for improving of electrical safety rather than the need for policing by Central or State Agency.

Chief Guest for the first Standing Committee on Electrical Safety (SCES) and Special Chief Secretary, Energy Department, Govt. of Telangana appreciated the efforts by the Electrical Inspectorates for improving the electrical safety. He expressed deep concern on the higher electrical fatality in the country and stated that proper steps should be taken to reduce the same. He stated that while issuing the electrical licenses, care should be taken that the contractors and its supervisors/wiremen must have proper qualification and experience. He further emphasized the need for digitization of the electrical inspectorates extensively covering the inspection details, licensing details, appointment of Chartered Electrical Safety Engineers etc. He asked to frame a draft guideline for giving licence to electric vehicles and its charging stations. He emphasized need of paying more attention for the lower voltage as the fatality rate in this area is higher.

The inaugural session of the meeting ended with the vote of thanks to the Chief Guest and the Chair.

The second session of the Standing Committee started with a discussion on the agenda for the first meeting of the Standing Committee on Electrical Safety.

The details of the agenda wise discussions are as under:

Agenda 1: Finalization of Conduct of Business Rules (CoBR)

Chief Electrical Inspector, CEA informed that the draft on the Conduct of Business Rules has been circulated to all the Members and is enclosed at **Annexure-III**. He proposed that each item of the draft CoBR might be discussed serially.

Discussion on Conduct of Business Rules (CoBR)

1. Under 'Short title and commencement' it was decided that the Rule shall come in force from the date of 1st Standing Committee meeting i.e. on 14.7.2017.

2. Definitions:

2.1 Under 'Definition', the Members agreed for items (a), (b) and (c).

Under (d) it was decided to modify the definition of the Member as 'Member' means, the member of the Standing Committee on Electrical Safety (SCES), nominated by the respective State Government/UTs, Member Secretary of SCES and Superintending engineer/heads of five Regional Inspectorial Organisations of CEA.

Point (e) was agreed by the members. It was also agreed to add the following para under 2.1

"It was decided that any change/modification in the Rules would be under the purview of the Standing Committee on Electrical Safety".

3. Composition of SCES:

Under the 'Composition of SCES' point Nos. 1, 2 and 3 were agreed by the Members.

Regarding Point No. 4, having provision for Chief Guest, it was decided to shift this provision to Chapter II of CoBR and include, the Supdt. Engineer/head of each of the five Regional Inspectorial Organisations.

4. Under 'Function of SCES':

Point No. (i) was agreed by the Members of the SCES

It was decided to merge Point Nos. (ii), (iii) & (iv) as point (ii) as under –

"Consideration for amendment required from time to time due to (a) change in technologies, (b) problem in its implementation by the user (c) to delete some obsolete provisions from the regulation (d) when an existing regulation create hurdle in the implementation of other regulations and (e) Any future technology and its impact on electrical safety."

It was agreed that Point (v) would be modified as point (iii) as under –
"Discussion on the proposal for adoption of some provisions of the internationally recognized standards like IEC and EN in the Regulation in absence of BIS."

Item (vi) be modified as point (iv) as under-

“Discussion on the best practice on electrical safety in India or elsewhere in the world”.

Item (vii) be modified as point (v) as under-

“Requirement of sensitization on electrical safety among all stakeholders”.

The Members agreed for inclusion of the following additional points:

(vi) “Discussion on Review and analysis of electrical accidents in the States”

(vii) “Developing methodology for institutionalizing an Electrical Safety award to the best performing State/ organization.”

It was decided that the issue of Electrical Safety award would be deliberated in the next meeting of Standing Committee on Electrical Safety to develop methodology for institutionalizing the process for giving one award to the best performing State/ organization on electrical safety and the same would be taken up with appropriate Government authority for consideration.

(viii) “Formation of sub-committees as per requirement.”

(ix) “Change in conduct of business rules (CoBR).”

(x) “Any other issues with the permission of the Chair (with a minimum of three months advance notice to SCES Secretariat).”

5. Item no. 5 related to Secretariat of the SCES was agreed by all the members.

Chapter-II: Procedure for conducting the SCES meetings

It was agreed to include the following: -

6. **Chief Guest of SCESC meeting:** The Special/Additional Chief Secretary/Principal Secretary/Secretary Power/Energy Department of the hosting state would be the Chief Guest for the Standing Committee Meeting on Electrical Safety.
7. On the periodicity and place of the meeting, it was agreed after deliberations that the meeting of SCES would be held twice in a year. A practice of clockwise rotation would be adopted. Since the first meeting was held in Hyderabad Telangana, the next meeting would be held in the Western Region and an alphabetic sequence within the region would be followed as indicated in **Annexure-IV.**

As such, the next meeting would be held in the Western Region in the State of Chhattisgarh. The representative of the State of Chhattisgarh was requested to take up preparations for the next meeting well in advance. The meeting is tentatively scheduled for the last week of December, 2017.

8. Notice for the meeting of SCES and agenda:

The point 7.1 was agreed by all the members.

Under 7.2 the following changes were agreed, the agenda point for the meeting has to be sent to the office of the Member Secretary at least 90 days (three months) in advance. This is instead of the earlier proposal of 30 days.

Item Nos. 7.3 and 7.4 would be merged and rephrased as: -

“Member Secretary of SCES may put up any additional agenda involving urgent matter/policy issues directly in consultation with the Chairperson, SCES.”

9. Item no. 8 of draft CoBR - Chapter II on “Effect of Non-receipt of Notice of Meeting by a Member” was agreed by members.
10. Item no. 9 of draft CoBR - Chapter II on “Cancellation / Re-scheduling of Meeting” was agreed by members.
11. Item no. 10 of draft CoBR - Chapter II on “Periodicity of Meetings” was agreed by members.
12. Item no. 11 of draft CoBR - Chapter II on Quorum of SCES Meeting, the Members agreed as under:

11.1: No change required.

11.2 “The decision in SCES would be on majority/general consensus. In case of voting, a minimum 51% of the votes are required for getting any agenda item approved. In case of a tie, the final voting right would remain with the Chairperson, SCES.”

It was also decided that the Member nominated by the State Government, Member Secretary (Standing Committee) and the Members from the five RIOs would only be having the voting right.

11.3 “The non-nominated state members may participate in the meetings of SCES as observer. They can give suggestions but have no voting right. Similarly, the Special Invitees would attend the meeting as and when invited for discussion on certain topics. They would also not have any voting right.”

13. Item no. 12 of draft CoBR in Chapter II on presiding Authority was also agreed by the members.
14. Item No. 13 of draft CoBR in Chapter II on recording of the minutes, the provision was agreed by the Members. Further it was also agreed that the draft minutes of the meeting (MoM) would be sent through e-mail within 15 working days from the date of the meeting and in case of any comments on the MoM, the same should be intimated to the Secretariat of the SCES through e-mail within seven (7) days from the receipt of the MoM through e-mail.
15. Item Nos. 14 and 15 of draft CoBR in Chapter II were agreed by the Members of the Committee.
16. Based on above, the finalized Conduct of Business Rules (each page duly signed by Member secretary, SCES) is enclosed at **Annexure V**. All the members are required to sign on the CoBR and send it to Secretariat of the SCES through e-mail as well as through post.

Agenda 2: Co-option of new Members from Central PSUs, Private Sector and Industries in the Standing Committee.

The issue regarding the co-option of new members was discussed and it was stated by Member Secretary Standing Committee on Electrical Safety (SCES) that with the change in the scenario, now PSU as well as private sector also have a sizeable share in generation, transmission and distribution and as such there is a need to co-opt of Members from these sectors without any voting right.

The issue was discussed in detail and the Members were of the view that as the term 'Member' is already defined in the definition of Conduct of Business Rules of the SCES and the word 'co-opt' of members may infringe of the terminology of members and may create confusion. As such, it was decided that there is no need to co-opt any new members from Central PSUs or private sector. As and when required some experts from the PSUs / private sector may be requested to participate in SCES meeting as special invitees. It was also agreed that special invitees may be called by SCES secretariat with approval of Chairperson, SCES.

Agenda 3: Discussion on the issues to be considered as agenda item of the Standing Committee on Electrical Safety.

It was decided to take up any issue pertaining to functions of SCES as defined in CoBR-chapter I.

Agenda 4: Scheduling of the Standing Committee meeting.

As mentioned in para 7 of MoM above.

The meeting ended with thanks to the chair.

ANNEXURE-I**List of participants in the meeting of the standing committee on electrical safety held on 14.7.2017 at Hyderabad, Telengana**

S.N.	Name Shri/Smt.	Designation	Mobile	E-mail
CEA				
1	B.K. Sharma	Chairperson, SCES (Principal Chief Engineer)	9968284836	bkscea@gmail.com
2	Goutam Roy	Member Secretary, SCES (Chief Engineer, CEI)	8376817933	goutamroy.715@gmail.com
3	Lalrinsanga	Director, RIO(NER)	9436161886	lalrinsanga79@gov.in
4	Prakash Khichi	Director, RIO (North)	9212092617	prakashkhichi@gmail.com
5	Santosh Kumar	Dy. Director, CEI	8860754509	ksantoshcea@gmail.com
6	R K Meena	Dy. Director, CEI,	9871765424	rkmeena.cea@gmail.com
7	Shyam Kejriwal	Dy. Director RIO(East)	9831919509	shyam.ies11@gmail.com
8	Mary Francis	Dy. Director, RIO(South)	9176482184	maryfrancis9@yahoo.co.in
9	Reeturaj Pandey	Asst. Director, CEI	9971523033	pandeyr.cea@gmail.com
Andhra Pradesh				
10	J Padma Janardhan Reddy	Director of Electrical Safety & CEIG	7382618555	apceig@gmail.com
11	K Raja Bapaiah,	CE, APSPDCL	9440811744	cezonevja@gmail.com
Assam				
12	Utpal Konwar	Dy. CEI	9954059795	utpalkonwar123@gmail.com
Chhattisgarh				
13	M B Goswami,	AEI, CEI	9826968989	mbgoswami27@gmail.com
14	Vivekanand Pandey	CE, CSPDCL	9425204352	vivekanandpandey2000@gmail.com
Delhi				
15	Hitesh Kumar	DGM, DTL	9999533662	hiteshkumar.dtl@gmail.com
Gujarat				
16	Ashwin Chaudhari	Dy. CEI	9825090701	ashwinchaudhari22@yahoo.com
Haryana				
17	Gulshan Nagpal	SE	9313472660	setsfbd@hvdn.irg.in
Himachal Pradesh				
18	Vijay Dogra	Chief Engineer (P&M), HPSEB Ltd.	9418055099	vijaidogra@yahoo.com
Jharkhand				
19	B K Sinha	CEI, Energy Department	9431171470	Bijayenergy71@gmail.com
Karnataka				
20	H S Venkatesh	EI	9845193255	venkatesh.hs@gmail.com
21	H B Lakshmeesha	ACEI	9845453759	hblsha@gmail.com
Kerala				
22	Kesavadas. V.	Chief Engineer, KSEB	9496011747	kesu272@gmail.com
23	Raghavan K P	Addl. CEI	9447357201	raghavansreeragam@gmail.com
Madhya Pradesh				
24	S S Mujalde	CE (EIS), CEI	9425660818	ceisbho@mp.nic.in
25	A K Dubey	D.CE (ES) & DCEI	9425086079	akhileshkumardubey@rediffmail.com

Maharashtra				
26	S R Bagde	CEI	9022720899	ceimumbai.nrg-mh@gov.in
Meghalaya				
27	P K Shullet	Sr. E.I., Inspectorate of Electricity	9856040800	pkshullet@gmail.com
Odisha				
28	Dhruba Charan Sahoo	Principal CEI	9439042386	dhrubachsahoo58@gmail.com
29	Bibhuprasad Mohapatra	DGM (EI), OPTCL	9438907954	ele.bpmohapatra@optcl.co.in
Puduchery				
30	R Murali	Supdt. Engineer	9489080302	sezped.pon@nic.in
Rajasthan				
31	Gauri Shankar Jeengar	Sr. Electrical Inspector	941262244	gspjingar@gmail.com
Tamil Nadu				
32	P Manohar	CEIG	9884375805	manohar24chen@gmail.com
Telangana				
33	A.G.Ramana Prasad	CEIG	7382618550	ceig.telangana@gmail.com
34	B S Rajoo,	Dy. CEIG	9440672750	bommidi.rajoo@gmail.com
35	S.Srinivas Rao	EIG	7382618551	Eihyderabad1@gmail.com
Uttar Pradesh				
36	Mithlesh Kumar	Dy. Director	9415033290	medhasingsharta@gmail.com
Uttarakhand				
37	Mahesh Chandra Gupta	SE, UPCL	7500834569	mcgupta61@gmail.com
West Bengal				
38	Atanu Mukhopadhyay,	Dy. CEI	9432803128	Talk2atanu@gmail.com

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FIRST MEETING OF THE STANDING COMMITTEE ON ELECTRICAL SAFETY

TIME & DATE FOR THE MEETING: 10:30 HRS. ON 14. 07.2017

VENUE FOR THE MEETING: TAJ BANJARA HOTEL, BANJARA HILLS HYDERABAD.

REGISTRATION TIMING: 9:30 HRS TO 10:30 HRS.

WELCOME ADDRESS BY CHIEF ELECTRICAL INSPECTOR, TELANGANA

LIGHTING LAMP

INAUGURAL SPEECH BY MEMBER SECRETARY (CE & CEI TO THE GOI) OF THE STANDING COMMITTEE ON ELECTRICAL SAFETY (SCES)

KEY NOTE ADDRESS BY CHAIRPERSON (PRINCIPLE CHIEF ENGINEER, CEA) OF THE STANDING COMMITTEE ON ELECTRICAL SAFETY (SCES)

SPECIAL ADDRESS BY CHIEF GUEST (SPECIAL CHIEF SECRETARY, GOVT. OF TELANGANA).

VOTE OF THANKS BY ASSISTANT DIRECTOR, CEA

GROUP PHOTOS.

TEA BREAK 11:30 Hrs. -11:45 Hrs.

AGENDA ITEMS FOR DISCUSSIONS:

AGENDA NO.1. Preparation of Conduct of Business Rules (CBR) for the Standing Committee.

AGENDA NO.2. Co-option for new members from Central PSUs, Private Sectors and Industries in the Standing Committee.

LUNCH BREAK 1:30 Hrs-2:30 Hrs.

AGENDA NO.3. The scheduling of the Standing Committee Meeting in the states.

AGENDA NO.4. Discussion on the issues to be considered for the Agenda items of the Standing Committee meeting.

TEA: 3:30 Hrs.

MEETING END

DINNER

Draft circulated with Agenda of 1st SCES meeting held on 14.07.2017

Standing Committee on Electrical Safety
Conduct of Business Rules

CHAPTER I

GENERAL

1. Short title and commencement:

These rules shall come into force from the date of its formation i.e.
and shall remain in force unless otherwise modified.

2. Definitions:

2.1 In these Rules unless the context otherwise requires: -

- (a) 'Agenda' means the list of business proposed to be transacted at a meeting of the Committee.
- (b) 'Committee' means the Standing Committee on Electrical Safety (SCES).
- (c) 'Meeting' means a meeting of the Committee convened by Member Secretary after consultation with Chairperson, Standing Committee on Electrical Safety.
- (d) 'Member' means the member of the Standing Committee on Electrical Safety.
- (e) 'Rule' means Standing Committee on Electrical Safety (Conduct of Business) Rules, 2017.

3. Composition of SCES:

- 1. Member (Power System)/ Principle Chief Engineer-II, CEA - Chairperson, Standing Committee on Electrical Safety.
- 2. Nominated Officer(s) from State Govt. would be permanent Member by Designation.

3. Chief Engineer, CEI Division., CEA - Member Secretary, Standing Committee on Electrical Safety.
4. Special Chief Secretary/ Principle Secretary/ Secretary (Power) of the hosting state would be Chief Guest for the Standing Committee meeting.

4. Functions of SCES

Standing Committee on Electrical Safety shall carry out following functions for amendment in CEA Safety Regulation (Measures relating to Safety and Electric Supply) Regulations, 2010:

- (i) To resolve issues arising in implementation of CEA (Measures relating to Safety and Electric Supply) Regulations, 2010 from various State Electrical Inspectorate Department.
- (ii) Considering new amendments that is required from time to time.
- (iii) Considering new technologies and the impact of new technologies to improve the electrical safety.
- (iv) Considering future technologies to improve the electrical safety
- (v) Harmonizing the standards being prepared by various standard organisations like BIS, NEC, IEC, EN, NB C, etc.
- (vi) Discussing best practices on electrical safety in India as well as outside.
- (vii) Requirement of sensitization.

The decisions regarding the amendment would be taken in the Standing Committee meetings and would be put up to the CEA Authority directly for ratification.

5. Secretariat of Standing Committee on Electrical Safety.

The office of the Chief Engineer (CEI division), CEA would be Permanent Secretariat of the Standing Committee on Electrical Safety (SCES). The Office/ Secretariat of SCES shall perform the following duties namely:

- a) To keep custody of records of proceedings of the Committee meetings.
- b) To prepare agenda for the Committee meetings.
- c) To prepare minutes of Committee meetings.
- d) To take follow-up action on the decision taken in the Committee meetings and intimate the same to Members.
- e) To collect from constituent members or other offices or any other party as may be directed by Committee, such information as may be considered useful for the efficient discharge of functions of the Committee and place the information before the Committee.

CHAPTER II

PROCEDURE FOR CONDUCTING SCES MEETINGS

6. Place and date of SCES Meeting

The meeting of the Committee would be held twice in a year by rotation in each region (considering 5 regions zone Northern Region, Western Region, Southern Region, Eastern Region and North-Eastern Region). It means that the meeting in a region would be held nearly after a gap of every two years. Every state in the region would take the responsibility for holding the Standing Committee Meeting consecutively.

7. Notice for the Committee Meetings and Agenda

7.1 Notice for the Committee meetings shall be issued by Member Secretary, SCES at least 21 days in advance in consultation with Chairperson, SCES. In case of emergency meetings required to be conducted to carry out urgent business, notice of one week is to be given.

7.2 The Agenda points for the meeting shall be sent to the Member Secretary by the members at least 30 days (one month) in advance of the meeting. The Member Secretary, SCES shall finalize the agenda and circulate the same to all its members at least 10 days in advance before the meeting.

7.3 Member Secretary, SCES may also put any agenda involving urgent matters/policy issues directly in consultation with Chairperson, SCES.

7.4 Member Secretary, SCES may convene a meeting at short notice on any urgent matter in consultation with Chairperson of the SCES.

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

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

9. Cancellation / Re-scheduling of Meeting

If a meeting is required to be cancelled or rescheduled the same shall be intimated to the members at the earliest by telephone / fax/ email.

10. Periodicity of Meetings

The Committee members shall meet at least once in six months. However, the Committee if required may meet any time to discuss any urgent issue as and when required in consultation with Chairperson, SCES.

11. Quorum of SCES Meeting

11.1 The quorum of the meeting shall be 50% of its members.

11.2 SCES would take decisions based on majority/ general consensus of the strength present.

11.3 Members of SCES and SCES Secretariat shall participate in Committee Meetings. The Special invitees by the Committee may also attend the meeting.

12. Presiding Authority

12.1 The Chairperson, SCES shall preside over the meetings of SCES and conduct the meeting. The Member Secretary, SCES shall assist the Chairperson of SCES in conducting the meeting. If the Chairperson is unable to be present at the meeting for any reason, Principle Chief Engineer-II, CEA would preside over the meeting.

12.2 In the absence of Member Secretary, the Officer as designated by Chairperson, SCES shall function as Member Secretary to assist Chairperson, SCES.

13. Recording of the Minutes

The minutes of the meeting shall be finalized and circulated to all its members by the Member Secretary, SCES normally within 15 working days from the date of the Committee Meeting.

14. Confirmation of the Minutes

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

15. Funding

The host state where the meeting is scheduled would be required to bear the expenditure for hosting the meeting.

CHAPTER III

MISCELLANEOUS

16. Savings of inherent Power of the SCES

16.1. Nothing in these Rules shall bar the SCES from adopting a procedure that is at variance with provisions of these Rules, if the SCES 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.

16.2. Nothing in these Rules shall expressly or by implication, bar the SCES to deal with any matter or exercise any power for which no Rules have been framed and SCES may deal with such matters, and functions in a manner it thinks fit.

(Goutam Roy)

Member Secretary, SCES

Dated: 14.07.2017

Signature by all the Members from the States.

1. Chandigarh

3. Haryana

5. Jammu & Kashmir

7. Rajasthan

9. Uttarakhand

11. Gujarat

13. Maharashtra

15. Andhra Pradesh

17. Kerala

19. *Telangana*

21. Bihar

23. Odisha

25. West Bengal

26. Arunachal Pradesh

27. Assam

29. Meghalaya

31. Nagaland

2. Delhi

4. Himachal Pradesh

6. Punjab

8. Uttar Pradesh

10. Chattisgarh

12. Madhya Pradesh

14. Goa

16. Karnataka

18. Tamil Nadu

20. Tripura

22. Jharkhand

24. Sikkim

28. Manipur

30. Mizoram

List of States in alphabetic order (Region wise):

Name of the Region	Name of the state
1. Northern Region	Chandigarh
	Delhi
	Haryana
	Himachal Pradesh
	Jammu & Kashmir
	Punjab
	Rajasthan
	Uttar Pradesh
	Uttarakhand
2. Western Region	Chhattisgarh
	Goa
	Gujarat
	Madhya Pradesh
	Maharashtra
	Daman & Diu & Dadar Nagar Haveli (UTs)
3. Southern Region	Andhra Pradesh
	Karnataka
	Kerala
	Tamil Nadu
	Telangana
	Puducherry (UT)
4. Eastern Region	Bihar
	Jharkhand
	Odisha
	Sikkim
	West Bengal
5. North-Eastern Region	Arunachal Pradesh
	Assam
	Manipur
	Meghalaya
	Mizoram
	Nagaland
Tripura	

Modified CoBR**Standing Committee on Electrical Safety**
Conduct of Business Rules**CHAPTER I****GENERAL****1. Short title and commencement:**

These rules shall come into force from the date of its formation i.e. **14th July, 2017** and shall remain in force unless otherwise modified.

2. Definitions:

2.1 In these Rules unless the context otherwise requires: -

- (a) 'Agenda' means the list of business proposed to be transacted at a meeting of the Committee.
- (b) 'Committee' means the Standing Committee on Electrical Safety (**SCES**).
- (c) 'Meeting' means a meeting of the Committee convened by Member Secretary after consultation with Chairperson, Standing Committee on Electrical Safety.
- (d) 'Member' means the member of the Standing Committee on Electrical Safety, nominated by respective State Governments/UTs, Chairperson of SCES, Member Secretary of SCES and Superintending Engineers/heads of five Regional Inspectorate Offices (RIOs) of Central Electricity Authority (CEA).
- (e) 'Rule' means Standing Committee on Electrical Safety (Conduct of Business) Rules, 2017.

3. Composition of SCES:

- 1. Member (Power System)/ Principle Chief Engineer-II, CEA – **Chairperson, Standing Committee on Electrical Safety.**
- 2. Nominated Officer(s) (maximum two) from each State/UT would be **permanent member(s) by Designation.**
- 3. Chief Engineer, CEI Division, CEA – **Member Secretary, Standing Committee on Electrical Safety.**
- 4. Superintending Engineers / Heads of the five Regional Inspectorate Offices of Central Electricity Authority would be **permanent member(s) by Designation.**

4. Functions of SCES

Standing Committee on Electrical Safety shall carry out following functions:

- (i) To resolve the issues arising in implementation of CEA (Measures relating to Safety and Electric Supply) Regulations, 2010 (as amended) by the State Electrical Inspectorate Departments.

- (ii) Consideration for amendments required in CEA (Measures relating to safety and electric supply) Regulations, 2010 from time to time due to –
 - a) change in technologies
 - b) problem in its implementation by the user
 - c) to delete some obsolete provisions from the regulation
 - d) when an existing regulation create hurdle in the implementation of other regulation
 - e) Any future technologies and the impact of this on the electrical safety
- (iii) Discussion on the proposal for adoption of some provisions of internationally recognized standards like IEC, EN etc. in the Regulation in absence of BIS.
- (iv) Discussion on the proposal for adoption of best practice of electrical safety in India or elsewhere in the world.
- (v) Requirement of sensitization on electrical safety among all stakeholders.
- (vi) Review and analysis of electrical accidents States/UTs and its statistics.
- (vii) Developing proper methodology for institutionalizing an award on electrical safety to the best performing State and organization.
- (viii) Formation of sub-committees as per requirement.
- (ix) Change in the Conduct of business rules.
- (x) Any other issues with the permission of the Chairperson (with a minimum of three months' advance notice to SCES Secretariat)

The decisions regarding the amendment would be taken in the Standing Committee meetings and would be put up to the CEA Authority directly for consideration.

5. Secretariat of Standing Committee on Electrical Safety.

The office of the Chief Engineer (CEI division), CEA would be the Permanent Secretariat of the Standing Committee on Electrical Safety (SCES). The Office/ Secretariat of SCES shall perform the following duties namely:

- a) To keep custody of records of proceedings of the Committee meetings.
- b) To prepare agenda for the Committee meetings.
- c) To prepare minutes of Committee meetings.
- d) To take follow-up action on the decision taken in the Committee meetings and intimate the same to Members.
- e) To collect from constituent members or other offices or any other party as may be directed by Committee, such information as may be considered useful for the efficient discharge of functions of the Committee and place the information before the Committee.

CHAPTER II PROCEDURE FOR CONDUCTING SCES MEETINGS

6. Chief Guest of SCES Meeting

Special/Additional Chief Secretary/ Principle Secretary/ Secretary (Power/Energy) of the hosting state would be the Chief Guest for the Standing Committee meeting.

7. Place and date of SCES Meeting

The meeting of the Committee would be held twice in a year by clock-wise rotation in each region (considering 5 region zones namely **Northern Region, Western Region, Southern Region, Eastern Region and North-Eastern Region**). For conducting the meeting within the region an alphabetic sequence for the states/UT as given in **Annexure IV** would be followed. Every State/UT in the region would have to take the responsibility for holding the Standing Committee Meeting alternatively.

8. Notice for the Committee Meeting and Agenda

8.1 Notice for the Committee meeting shall be issued by Member Secretary, SCES at least 21 days in advance in consultation with Chairperson, SCES. In case any emergency meeting is to be conducted, to deliberate on an urgent issue, a minimum notice of one week (7 days) is to be given.

8.2 The Agenda points for the meeting shall be sent to the Member Secretary by the members at least three months (**90 days**) in advance of the meeting. The Member Secretary, SCES shall finalize the agenda and circulate the same to all its members at least 21 days in advance before the meeting.

8.3 Member Secretary, SCES may also put any additional agenda involving urgent matters/policy issues directly in consultation with Chairperson, SCES.

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

The non-receipt of notice by any member of SCES would not invalidate the proceeding of the meeting or any decision taken in the meeting.

10. Cancellation / Re-scheduling of Meeting

If a meeting is required to be cancelled or rescheduled the same shall be intimated to the members at the earliest by telephone / fax/ email.

11. Periodicity of Meetings

The Committee members shall meet at least once in six months. However, if required, the Committee may meet any time to discuss any urgent issue as and when required in consultation with Chairperson, SCES.

12. Quorum of SCES Meeting

12.1 The quorum of the meeting shall be 50% of its members.

12.2 The decision in SCES would be taken on majority/general consensus. In case of voting, a minimum 51% of the voting is required for getting any agenda approval. In case of a tie, the final voting right would remain with the Chairperson of SCES. Member nominated by the State Government and Member Secretary of the Standing Committee Secretariat and the Members from the five RIOs would only be having the voting right.

12.3 Members of SCES and SCES Secretariat shall participate in Committee Meetings. The non-nominated state members may participate in the meetings of SCES as an observer. They can give suggestion but without any voting right. Similarly, the Special Invitees would attend the meeting as and when invited for discussion on certain topics. They also would not have any voting right.

13. Presiding Authority

13.1 The Chairperson, SCES shall preside over the meetings of SCES and conduct the meeting. The Member Secretary, SCES shall assist the Chairperson of SCES in conducting the meeting.

13.2 In the absence of Member Secretary, the officer designated by chairperson shall function as Member Secretary to assist chairperson, SCES.

14. Recording of the Minutes

The draft minutes of the meeting would be sent through e-mail within 15 working days from the date of the meeting and in case of any comments on the MoM, the same should be intimated to the Secretariat of the SCES through email within seven (7) days from the receipt of the MoM through e-mail.

15. Confirmation of the Minutes

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

16. Funding

The host state, where the meeting is scheduled, would bear the expenditure for hosting the meeting.

**CHAPTER III
MISCELLANEOUS**

17. Savings of inherent Power of the SCES

17.1. Nothing in these Rules shall bar the SCES from adopting a procedure that is at variance with provisions of these Rules, if the SCES 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.

17.2. Nothing in these Rules shall expressly or by implication, bar the SCES to deal with any matter or exercise any power for which no Rules have been framed and SCES may deal with such matters, and functions in a manner it thinks fit.



(Goutam Roy)

Member Secretary, SCES

Dated: 26.07.2017

Signature by all the nominated Members from the States/UT.

1. Chandigarh

2. Delhi

3. Haryana

4. Himachal Pradesh

5. Jammu & Kashmir

6. Punjab

7. Rajasthan

8. Uttar Pradesh

9. Uttarakhand

10. Chattisgarh

11. Gujarat

12. Madhya Pradesh

13. Maharashtra

14. Goa

15. Andhra Pradesh

16. Karnataka

17. Kerala

18. Tamil Nadu

19. Telangana

20. Tripura

21. Bihar

22. Jharkhand

23. Odisha

24. Sikkim

25. West Bengal

26. Arunachal Pradesh

27. Assam

28. Manipur

29. Meghalaya

30. Mizoram

31. Nagaland