

# West Bengal State Electricity Board



DISTRIBUTION WING

Office of the S.E. & Circle Manager,  
Howrah(D)Circle, 25/27, N.S.Road (3<sup>rd</sup> floor) Kolkata-1

Ass. Engineer (P&A) (I/II), P  
Ass. Engineer (E), Hd. Stn.  
Head Clerk, Head Cash

10501 Date 27/2/06

Memo No. SEH/S<sup>ELP</sup>/162/1854 (2)

Date 27 February 2006

To  
The Divisional Manager,  
Howrah (D) Divn.I/II/Uluberia  
West Bengal State Electricity Board

Sub: Format to be used in the matter of intimating the consumers about mode of preparation of provisional assessed bill against theft of energy.

Dear Sir,

Please recall the discussion of the meeting held in Seminar Hall-I on 18.2.06 convened by the Zonal Manager, Kolkata (D) zone.

The meeting was presided over by Member (Dist.& RE) and Board's Senior Counsel Mr. Sumit Panja discussed at a length about the DO'S and DON'T'S to be followed in the matter of preparing final assessed bill by the assessing Officer in the matter of sending communication to the consumer highlighting the mode of preparation of provisional assessed bill.

Learned senior Counsel Mr. Panja also handed over a format to be used for following the ways of communicating to the consumers as to how the provisional bill was assessed and what subsequent steps to be taken in the event the consumer is aggrieved with the amount of provisional assessed bill.

While enclosing a format, request is made to please arrange for distributing Xerox copies of such format to your down level Station Managers with request to use the format for the purpose of communicating about the mode of preparation of provisional assessed bill.

Yours faithfully,

Encl: as above.

(D. Bose)  
Manager(P&A)  
Howrah (D) Circle

~~AM/PLA~~  
2/2/06

Mrs. Ina  
Pl. calculate  
all amounts  
Amoban  
2/2

contd. p/2



**WEST BENGAL STATE ELECTRICITY BOARD**

**Notice under Sections 126 and 127 of the Electricity Act, 2003, Bengal Electricity  
Regulatory Commission (Electricity Supply Code) Regulation, 2004.**

Memo No.

Dated :

To

Sri..... (name of the recorded consumer)

(Address in full)

Dear Sir/Madam/Company/Authority,

Your premises bearing at.....  
[address]

.....having Service Connection No. ....

with Contractual Load .....(recorded contractual load) & being

Industrial/Commercial/Domestic consumer was inspected by undersigned, assessing officer

& other officials of the Board including the experts along with Police Officials on

.....at .....A.M./P.M.

During inspection of the equipments, gadgets, machines, devices it was found

.....(State exact offence committed by the consumer detected at the time of  
inspection and should tally with the inspection report and F.I.R).

The above facts indicate that you are indulging in unauthorised use of electricity and  
as such you are guilty of theft or pilferage of electricity causing substantial loss of revenue of  
the Board.

I, being an assessing officer has come to the conclusion that you are indulging in  
unauthorised use of electricity and as such I have provisionally assessed to the best of my  
judgements the electricity charges in accordance with Section 126(5) and (6) of the  
Electricity Act, 2003. The amount provisionally assessed as Rs. ....(Rupees  
.....) only.

[Calculation Sheet is enclosed]

contd..p/2.



(2)

You may accept such assessment and deposit the assessed amount to the office of undersigned within seven days of service of this provisional assessment order upon you. On payment of such amount, the Board's authority shall not proceed any further and shall restore supply of electricity within 24 hrs. (twenty four hrs.) from the date & time of such payment thereof.

However, in case you do not wish to deposit the assessed amount, you are entitled to file objection before the undersigned against the provisional assessment within 7 (seven) days from the date of receipt of this notice.

Final order of assessment of the electricity charges shall be made on .....at .....AM/PM by me, when you are requested to be present and make your submission. In your absence the final assessment shall be made exparte.

As an alternative, if you opt for, may deposit provisionally an amount calculated as per proviso to Regulation 6.02 of the Electricity Supply Code which is purely provisional, pending assessment of charges including penalty etc. as per provision of the Electricity, Act, 2003 and Regulations and without prejudice to any other action permissible under the Act, 2003. The electric supply of your/consumer (whatever is applicable) shall be restored within 24 hours from the date & time of payment thereof.

The advance amount so deposited provisionally by you shall be adjusted against final determination and balance recovered or refunded as per assessment.

( Signature)

Assessing Officer

(Designation with particulars in full)

(Full Address)