

WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A GOVERNMENT OF WEST BENGAL ENTERPRISE)

Office of The Director: Distribution

CIN: U40109WB2007SGC113473

Vidyut Bhavan; Bidhannagar, Salt Lake, Sector -II; Kolkata-700091



Circular No. : 1

Date: 10.11.2025

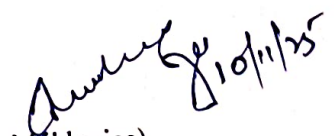
Sub: Return of various materials under DT Metering Project

In view of the DT meter replacement work being carried out as part of the RDSS Smart Metering Project, it has been observed that while meter installation work has been going on in full swing, the return of old DT meters and allied items in lieu of the same is not being carried out properly.

Guidelines in this regard have been listed below to make the process smooth and seamless: -

1. At present old DT meters are being returned to Divisional Store via ERP generated SRN, created by concerned Station Managers. However, the SRNs are generated as departmental return, with no provision to include name of vendor returning the meters or the serial nos. of the meters being returned. While developments to mitigate this issue is underway, all Station Managers are advised to provide a signed and stamped copy of excel to the vendors which includes details of the meters being returned, that is, meter serial no., DTR code, old cable details (if any), old CT details etc. Vendor should upload both the SRN copy received from store as well as this excel sheet in WFM.
2. A joint measurement certificate, i.e. the mentioned excel sheet containing all relevant information against a DT meter, signed by the AMISP and the concerned Divisional Managers/Station Managers is necessary for reconciliation of items used and items returnable, such as unused new cable/used & healthy cable/damaged cable etc. **This is essential for release of any kind of bills of AMISP pertaining to DT meters.**
3. It is observed that certain Stores are accepting return of damaged old cables in KG and some other stores are doing the same in KM. For ease of accounting and reconciliation at the time of JMC, it is advised that all types of cables should be returned in **KM** only, as t-codes for the same are available in ERP. This will also be in parity with details entered in WFM.
4. Delay in accepting return of old meters and allied items have been reported from various ends against several site offices. All Divisional Managers are therefore requested to ensure that the reconciliation for preparation of JMC is carried out every month and return of items is also carried out within 1 month of replacement to avoid unnecessary hold-up of material at vendor premises.

It is therefore enjoined upon all concerned to abide by the guide lines scrupulously. Any deviation in this regard will be viewed exceptionally.


(S. Mukherjee)
Director (Distribution)
W.B.S.E.D.C.L