

# Right to Information Act - 2005

## **4 (1) (b) MANUAL for Corporate Office / APSPDCL**



### **SOUTHERN POWER DISTRIBUTION COMPANY OF ANDHRA PRADESH LIMITED**

SOUTHERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED, 19-13-65/A  
Srinivasapuram, Tiruchanoor Road, TIRUPATI - 517 503 Chittoor Dist, A.P., INDIA

[www.apspdcl.in](http://www.apspdcl.in)

## NAME & ADDRESS OF KEY CONTACTS:

Sl. No	Name Designation & Address of Appellate Officer	Jurisdiction of Appellate Officer (Offices/ Administrative units of the authority)	Telephone No. Office, Fax,Cell	E-mail
<b>1<sup>ST</sup> APPELLATE AUTHORITY</b>				
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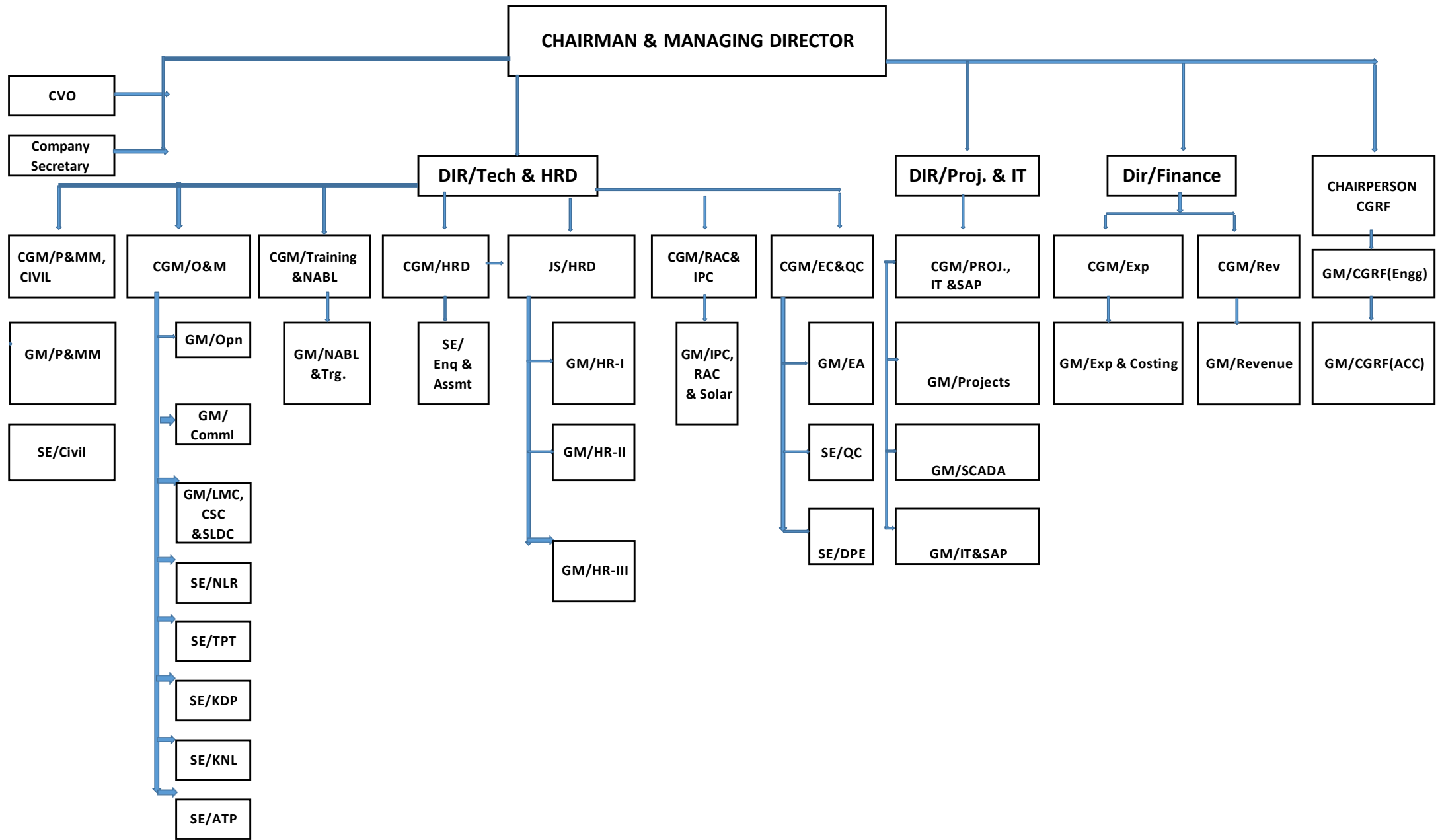
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**SOUTHERN POWER DISTRIBUTION**

**COMPANY OF A.P. LIMITED**

**ORGANISATION CHART**



# **ORGANIZATION, FUNCTIONS AND DUTIES**

## Organization, Functions and Duties

### [Section 4(1) (b) (i)]

#### Particulars of the organization, functions and duties

Sl. No.	Name of the Organization	Address	Functions	Duties
1	SOUTHERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED	19-13-65/A Srinivasapuram, Tiruchanoor Road, TIRUPATI – 517 503 Chittoor Dist, A.P., INDIA	<p>1] To ensure reliable, efficient and sufficient power supply to Domestic, Commercial, Agriculture, Industrial and Other Category Consumers in five Districts viz., Anantapuram, Chittoor, Kadapa, Kurnool &amp; Nellore Districts.</p> <p>2] To ensure a balanced allround development of power infrastructure in all 5 districts.</p> <p>3] To ensure operational efficiency through managerial, functional autonomy and technological up gradation.</p> <p>4] To focus on customer care and customer service in all spheres of activity, by maintaining good Quality and cost- effectiveness in power distribution.</p>	<p>1) Obtain license from Andhra Pradesh Electricity Reforms Commission (APERC) for supply of electricity to the consumers located in five Districts viz, Anantapuram, Chittoor, Kadapa, Kurnool &amp; Nellore Districts.</p> <p>2) Compliance of APERC directives activities as specified in Electricity Act, 2003.</p> <p>3) To provide reliable power supply to its consumers and allied activities as specified in Electricity Act, 2003.</p>

**POWERS AND DUTIES OF FUNCTIONAL HEADS AT  
CORPORATE OFFICE, TIRUPATI**



**The details of the powers and duties of Functional Heads at Corporate Office,  
Tirupati of the authority by designation as follows:**

<b>Sl. No.</b>	<b>Designation of the Officer</b>	<b>Duties allotted</b>	<b>Powers</b>
<b>Name of the Services: Engineering</b>			
1	<b>Chief General Manager /Planning &amp; RAC</b>	The Chief General Manager / Planning & RAC is the Functional Head and looks after the Planning, Solar, Energy Audit, IPC & RAC activities of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of Planning, Solar, Energy Audit, IPC & RAC activities. Being functional head, she exercises control over all the activities and ensures monitoring and follow up Arrangements.
2	<b>Chief General Manager (O&amp;M)</b>	The Chief General Manager is the Functional Head and looks after Operation & Maintenance, CSC, LMC, Commercial & Legal Cell, activities of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of processing of proposals in respect of service connections, improvement, Deposit contribution, O&M, T&P and ex-gratia in respect of non- departmental electrical fatal accidents, construction works etc.
3	<b>Chief General Manager (P&amp;MM)</b>	Functional Head. Looks after Purchase & Material Management & Civil works of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of Purchase and Material Management activities like Calling & opening of tenders, etc.
4	<b>Chief General Manager (Projects)</b>	Functional Head. Looks after Projects activities of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of Project activities i.e., formulation of schemes, selection of funding agency, entering into agreement with the funding Agency, Calling & opening of tenders, etc.
5	<b>Chief General Manager (HRD)</b>	Functional Head. Looks after HRD activities of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of HRD activities i.e., formulation of policies, redressal of various employee related issues, etc.
6	<b>Chief General Manager (Trg. &amp; NABL)</b>	Functional Head. Looks after Training & NABL Activities of the DISCOM	The Jurisdiction is extended over the entire DISCOM area in respect of Conducting Training Programmes for all DISCOM employees and NABL (Testing Power meters ,Power analysis & Energy meters) etc.,
7	<b>Chief General Manager (EC &amp; QC)</b>	Functional Head. Looks after Energy Conservation & Quality Control activities	The Jurisdiction is extended over the entire DISCOM area in respect of Energy Audit, Conservation , Quality Control &DPE activities, etc.
<b>Name of the Services: P&amp;G</b>			
8	<b>Joint Secretary (HR)</b>	Looks after the HRD activities of the DISCOM along with the CGM/HRD.	The jurisdiction is extended over the entire DISCOM area in respect of HRD activities i.e., formulation of policies, redressal of various employee related Issues, etc., along with the CGM/HRD.

Name of the Services: Accounts			
9	<b>Chief General Manager (Expenditure &amp; Costing)</b>	Functional Head Looks after the Expenditure activities of the DISCOM.	The jurisdiction is extended over the entire DISCOM area in respect of Expenditure activities i.e., preparation & collections of power bills, disbursement of bills, etc.,
10	<b>Chief General Manager (Revenue &amp; Internal Audit)</b>	Functional Head, Looks after Revenue activities of the DISCOM	The jurisdiction is extended over the entire DISCOM area in respect of Revenue activities i.e., preparation & collections of power bills, disbursement of bills, etc.,

**Monthly remuneration received by Officers and Employees, including the System of Compensation as provided in Regulations information on remuneration and compensation structure for officers and employees in the following format**

<b>Sl. No.</b>	<b>Cadre</b>	<b>Time Scales</b>
1	Chairman & Managing Director	110% of the Time Scale of the Chief Engineer
2	Directors	105% of the Time Scale of the Chief Engineer
3	Chief General Manager	103740-3720-114900-4120-135500
4	Joint Secretary	100020-3720-114900-4120-135500
5	Superintending Engineer, General Manager	86295-3335-96300-3720-114900-4120-127260
6	Executive Engineer, Sr. Accounts Officer, Deputy General Manager	79625-3335-96300-3720-114900-4120-119020
7	Deputy Executive Engineer, Accounts Officer	70925-2900-79625-3335-96300-3720-107460
8	Asst. Executive Engr., Asst. Accounts Officer, Personnel Officer	60155-2485-65125-2900-79625-3335-92965
9	Asst. Engineer	57670-2485-65125-2900-79625-3335-89630
10	Jr. Accounts Officer	50615-2085-52700-2485-65125-2900-79625-3335-82960
11	Jr. Engineer	30005-1265-33800-1695-42275-2085-52700-2485-60155
12	Draughtsman Gr-I	39410-1265-43205-1535-50880-1820-59980-2165-70805-2485-80745
13	Foreman Gr-I	34790-1045-36880-1265-43205-1535-50880-1820-59980-2165-70805
14	Sr. Asst., Jr. Personnel Officer	32700-1045-36880-1265-43205-1535-50880-1820-59980-2165-62145
15	Line Inspector, Foreman Gr-IV	30805-850-31655-1045-36880-1265-43205-1535-50880-1820-56340
16	Jr. Asst., Asst., Typist, Lineman	27405-850-31655-1045-36880-1265-43205-1535-50880
17	Asst. Lineman	24785-655-27405-850-31655-1045-36880-1265-41940
18	Record Asst., Roneo Operator, Jamedar	23230-450-24130-655-27405-850-31655-1045-36880-1265-43205
19	Jr. Lineman	22780-450-24130-655-27405-850-31655-1045-36880
20	Watchman, Office Sub-ordinate, Sweeper Cum Gardener	21880-450-24130-655-27405-850-31655-1045-35835