

O/o CHIEF ENGINEER / CIVIL

SL. No.	Designation	Functions and Duties
1	Chief Engineer / Civil	Chief Engineer/Civil is a Functional head.
2	EE/Civil/C&M	Construction and maintenance of Vidyut soudha and tendering works in the Office of CE/Civil
3	Dy.EE/Civil/Tech	Tendering process, scrutiny of estimates, sanction of estimates, day to day correspondence related to CE/Civil peshi.
4	Dy.EE/Civil/C&M/SD-I	Maintenance of Vidyut Soudha premises buildings and accommodation arrangement for employees and other facility management works in vidyut soudha.
5	Dy.EE/Civil/C&M/SD-II	Maintenance of Vidyut Soudha premises other than buildings and stall permissions, arrangement of facilities like republic day functions and Construction of parking sheds, drains in Vidyut Soudha Premises.
6	Dy.EE/Civil/Survey/SD	Construction works pertaining to Vidyut soudha premises like Time Office, Additional Under ground sump works and other balance civil works in Vidyut Soudha Premises.
7	AEE/Civil/C&M/SD-1	Maintenance of Vidyut Soudha premises buildings and accommodation arrangement for employees and other facility management works in vidyut soudha.
8	AEE/Civil/C&M/SD-2	Maintenance of Vidyut Soudha premises other than buildings and stall permissions, arrangement of facilities like republic day functions and Construction of parking sheds, drains in Vidyut Soudha Premises
9	AEE/Civil/Survey/SD	Construction works pertaining to Vidyut soudha premises like Time Office, Additional Underground sump works and other balance civil works in Vidyut Soudha Premises.
10	Dy.EE/Electrical/ VS/HYD	Working at Vidyut Soudha Hyderabad to look after the Building maintenance works and I.T works at Vidyut Soudha Hyderabad.
11	Dy EE/Elect./VS/VJA	Look after the Electrical Maintenance and construction works in Vidyut Soudha premises buildings both indoor and Outdoor.
12	AEE/Elect./VS/VJA	Look after the Electrical Maintenance and construction works in Vidyut Soudha premises buildings both indoor and Outdoor

O/o. COMPANY SECRETARY/APTRANSCO

S.No.	Designation of the Officer	Statutory Functions and Duties
1	Company Secretary	<p>Statutory Functions (Section 205 of the Companies Act 2013)</p> <ol style="list-style-type: none"> To report to the Board about compliance with the provisions of the Act, the rules made thereunder and other laws applicable to the company; To ensure that the company complies with the applicable

		<p>secretarial standards; and</p> <p>3. To discharge such other duties as may be prescribed;</p> <p>Duties:</p> <ol style="list-style-type: none"> 1. To provide to the directors of the company, collectively and individually, such guidance as they may require, with regard to their duties, responsibilities and powers; 2. To facilitate the convening of meetings and attend Board, Committee and General Meetings and maintain the minutes of these meetings; 3. To obtain approvals from the Board, General Meetings, the Government and such other authorities as required under the provisions of the Act; 4. To represent before various regulators, and other authorities under the Act in connection with discharge of various duties under the Act; 5. To assist the Board in the conduct of the affairs of the company; 6. To assist and advice the Board in ensuring good corporate governance and in complying with the corporate governance requirements and best practices; and 7. To discharge such other duties as have been specified under the Act or rules. <p>Other Duties and Functions</p> <p>Such other duties as may be assigned by the Board from time to time.</p> <p>Functions :</p> <p>Adherence to the provisions of the Companies Act, 2013 and other related Acts, Rules, etc.</p>
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O/o FA & CCA

S.No	Section	Works entrusted
1	FA&CCA /Incharge	
EXPENDITURE		
2	DY CCA (Expenditure)	

3	SAO / Pay Office	Approval of Pay Fixation on promotions, SGP appointments, Anamolies, etc. in respect of all the employees working at HQ, referred by the respective Assistant Secretary of P&G Wing. Signing of Cheques above Rs.5,00,000/-. Passing of bills other than employee bills i.e., supply, works, contract,etc. bills in respect of LPOs placed by HQ officers whose value is above Rs.2,50,000/-. Supervision of Receipts & Bank Guarantees. Scrutiny of FBF/GIS claim in respect of the employees before according approval by the Add.Secy/JMD.Scrutiny & Passing of monthly pension bills in respect of HQ. Passing of Gratuity, Pension Commutation Bills, Fixation of Family Pension, etc in respect of employees opting Pay Office for receiving their pension.
4	JAO/Receipts	Attending Internal Audit, Statutory Audit and AG Audit and furnishing of replies.Approvals of payment vouchers in ERP Finance Module (Drawing). Preparation of Cash and adjustment Trial Balance and Journal Entries. Rectification of discrepancies Drawing Account. Maintenance of Financial Ledger, General Ledgers, etc. Bank Reconciliation of Drawing Account. Preparation of object & Asset ID's. Preparation of Temp. Advance & Permanent Imprest Cash Accounts. General Ledger Update Vouchers. Verification of Virtual stores material stock report. Supervision of Cash Grant Head wise details and correspondence letters to SAO/Budget Section. Preparation of (Code I) cord PartsPreparation of multicompany vouchers. Preparation of Fixed Assets Details. Receiving of Bank Guarantees (BGs, SDs) & Returning of BGs. Receiving of EMDs, SDs & releasing of EMDs, SDs based on authorization issued by CE concerned. Mixed Payment vouchers in ERP Finance Module (Drawing). Remittance of TDS
5	JAO/Cash	Verification of Return of all remittances with reference to Trial Balance. Preparation of Drawing Account cash Book. Verification of Return of all remittances with reference to Trial Balance. Preparation of Drawing Account cash Book. LOC applying and correspondence. Writing & Issue of Cheques. Preparation of Bills related to Staff recoveries Govt Staff/Rev Staff/ APTRANSCO. Writing of Government challan towards state govt. employees recoveries. Maintenance of Cheques issued Registers. Maintenance of Cheque Book Register and Cheques Cancellation Register. Dispatching of written cheques & DDs obtained. Preparation of Cash Grant Head wise details and correspondence letters to SAO/Budget Section.

6	AAO/Cash	<p>Scrutiny of FBF & GIS FIELDS. Supervision of Telephone bills. To supervise the All pensioners and family pensioners works and monthly pension bill. Pre Checking of Pay Fixation, Anomalys, SGP/SPP of Employees. Responsible for connected dockets as on and after the date. Preparation of Quarterly IT Return Submitted to concerned Chartered accountant. Preparation of form 24Q and Annual Return Data and issuing of Form 16. Supervision of Drawing & Receipt Cash Books. Signing of Cheques up to Rs.1,00,000/-</p> <p>Supervision of all the vouchers with cheques and Verification of Remittances like GPF, EPF, Professional Tax, I.T. Bank Loans etc., for ensuring correctness. Verification of Bank Reconciliation (Drawing A/c & Receipt A/c) and correspondence with Bank for Discrepancies,Supervision & Remittance of Service Tax. Supervision over preparation and submission of monthly Accounts/ Annual Accounts. Passing of EMDs/SDs up to Rs.50,000/-. Supervision of Receipt & Release of EMD's/ Bid Securities security Deposits & Bank Guarantees etc.</p>
7	Jr.asst O/o.Pay officer	<p>Checking of LPC of incoming officers. Preparation of NDC of the retiring employee. Society deductions of staff. LSC PC. Any other work entrusted by the controlling officer.</p>
8	SAO / Payments Work Bills	<p>Over all supervision of Pay & Accounts, and CAU works.</p>
9	AAO/Payments Work Bills	<ol style="list-style-type: none"> 1. Audit Paras, Court Cases, IT Cases 2. Review of Field Trial Balances and CAU works. 3. Reconciliation of LOAs with all field units 4. Other miscellaneous works entrusted by SAO.
10	JAO/Payments Work Bills	<ol style="list-style-type: none"> 1) Arranging payments through RTGS. 2) Preparation of Head Quarter Cash Book, Trial Balance & Bank Reconciliation Statement etc. 3) Arranging Payments through RTGS and Preparation of Form – 15 and to send all units. 4) Other miscellaneous works entrusted by 1) Arranging payments through RTGS. 5) Preparation of Head Quarter Cash Book, Trial Balance & Bank Reconciliation Statement etc. 6) Preparation of Form – 15 and to send all units. 7) Other miscellaneous works entrusted by SAO. 8) Processing of Head Quarter LOAs 9) Estt. Works. 10) Receipt of all Pos and maintaining the Register. 11) Other miscellaneous works entrusted by SAO. 12) Processing of 400 KV LOAs of Kadapa Zone. 13) Processing of 400KV LOAs of Vijayawada Zone. 14) Processing of 400KV LOAs of Vizag Zone. 15) Other miscellaneous works entrusted by SAO. 16)Other than 400 KV LOAs received from the units of Vizag zone. 17) Other miscellaneous works entrusted by SAO.

11	SAO / Pension	<p>Overall supervision of subjects in respect of four trusts viz. PF Trust, P&G Trust, Gratuity Trust, EL encashment Trust and F&P.</p> <p>Custodian of Bank fixed deposit receipts.</p> <p>Supervision of collection of bank balances and MIS.</p> <p>He is in charge of Pension, Establishment and EPF. He is the final authority to issue Pension Payment Order, GPO, and Commutation authorizations for releasing pensionary benefits. He furnishes the verification report for according sanction of pensionary benefits by H.O.D. He scrutinizes the medical bills under the purview of Dy.CCA and FA&CCA for their approval. Further he is also in charge of all administrative works of FA&CCA Establishment.</p> <p>Overall Supervision of centralized remittance of EPF recoveries and contributions in respect of all Regular EPF employees of AP Transco.</p> <p>All correspondence, Board files, etc. relating to FA&CCA establishment and EPF subjects.</p> <p>Supervision of GPF and related works.</p>
12	JAO/Pension	<ol style="list-style-type: none"> 1.Preparation of Monthly Trail Balance and Annual accounts of all the four trusts. 2.Appointment and coordination with the statutory auditors for the four trusts. 3.Monitoring dates of maturity of investments from time to time. 4.Verification of deposits made with SGL/Demat. 5.Monitoring dates of maturity of investments from time to time. 6.Monitoring timely receipt of interest receivable on investments. 7.Maintenance of cheque receipt register and cheque books register. 8.Preparation of HRs for obtaining monthly contribution to Pension & Gratuity fund and Gratuity fund from APTRANSCO. 9. Preparation of pass order and arranging lump sum payment to APTRANSCO of monthly expenditure towards pension & gratuity (26%) to the employees retired after 01-02-1999. 10.Reconciliation for the payments made to B&R (AP Transco) towards pension payment with reference to payments made by units. 11 Issuing of GPF slips to all the subscribers at the end of each financial year. 12. To check, correct and reconcile the GPF schedules data fed into computer with Trial balance figures in respect of all units individually every month to validate the input data. 13.Make entries/posting for the part-final & final withdrawals. 14.Subsidiary Ledgers of all the trusts.

13	Sr. Asst/Pension	1.Communication/intimation to all the field units about the fact of payment/release of temporary advance and part-final withdrawals to effect the recovery of temporary advances.2..Reconciliation of amount received with the GPF schedules received.3.Inward, Outward, Maintenance of ledgers, Sticking of files, Stationery maintenance.
14	SAO / Budget	ARR and True up data preparation for filing to APERC pertaining to finance wing, Release of O&M and Capital Budget as per budget approvals given by Management / APERC, Govt of AP Loan Repayment process, Balance Sheet Preparation, Attending Internal Audit Statutory Audit and AG Audit, Income Tax related Works, Preparation of Cost Audit Report and Required information to Management and Government, No dues to the employees relating to long term loans and advances finalisation
15	AO/Budget	Review of Trial Balances of field units and compilation of Annual accounts, Filing of Income Tax returns, Information to Income Tax Authorities and Tax Consultant, Preparation of Audit replies to Statutory Audit and AG Audit comments, Issue of No Due Certificates against loans availed by employees , Verification of Budget allocation, Govt loans Scrutiny,Verification of Project stock updation, Coordination with Cost Auditor Income Tax 26AS reconciliation with field unit data. Allocation of cost Centres, Preparation of Cost Sheets, Maintenance of Cost Records
16	AAO/Budget	Consolidation of basic information for Trannsmission, SLDC & AAR Preparation of Audit replies for Auditors Comments, Follow-up with filed units for required reports like Plan Progress Report, Assets Captalisation follow up with field units ,Consolidation of of TDS related to Contracts payments and employee payment i.e.26 & 24Q ., preparation of information to field units & Head quaters.
17	JAO/Budget	Allocation of Budget under O&M and Capital works to all field units, Calucuation of Plough bck inrespect of APTRANSCO Govt. Loans, Information for ARR and True up filing to APERC, Plan Progress Report, information to Energy Department, C& AG as per the requirement
REVENUE		
18	DyCCA(Revenue) Incharge	

19	JAO/Revenue	<p>1.Checking of pay bills, supplementary bills, work bills and other Miscellaneous bills Pertaining to expenditure and establishment section. Preparation of IT (Form -24 & 26 Q) and other returns pertaining to statutory dues for online filing.</p> <p>2.Reconciliation of collection & Accounts regarding SLDC & TR charges and monitor the transactions in SAP.</p> <p>3.Preparation of note files and raising of all types of monthly SLDC & TR bills of APTRANSCO Pertaining to Revenue section. now this work is being attend by the present AAO</p> <p>4.Attending to Internal Audit, Statutory Audit and A.G Audit paras of SLDC & TR billing and furnishing of replies from time to time now this work is being attend by the Management Trainee.</p> <p>5.Applying of LOCs through SAP and issue of cheques. Preparation of BRS and issue of work orders. Safe custody of cheque books and vouchers. Maintenance of records of cash section now this work is being attend by the present AAO with help of out sourcing computer operator.</p> <p>6.Monitoring of Transactions in SAP pertaining to cash & Establishment sections. Preparation of annual accounts now this work is being attend by the AAO.</p>
20	Jr. Asst./Revenue	<p>1.Passing of work bills, Hire vehicle bills & Pay bills,TA Bills,imprest & temporary advances,Telephone bills. now this work is being attend by the present AAO</p> <p>2.Scrutiny of monthly credits received from five regions of POSOCO, IEX, PEX pertaining to SLDC & Transmission and its Reconciliation of IEX/PEX receipts with respect to schedules and Poc charges reconciliation.</p> <p>3.Processing of Misc bills now this work is being attend by the present JAO with the help of out sourcing computer operator.</p>
21	Jr. Asst./Revenue	Assisting to Smt.J.sasikala in preparation and processing of transmission/SLDC charges. Payment confirmation of OA generators, attending mails etc.
22	SAO / Fund	Over all Supervision of the Section
23	AAO/Fund	<p>1) Maintain of LMS</p> <p>2)Preparation of LOAs for Debt.servicing LOA Releases.</p> <p>3) Supervision of works of JAO,Sr.Asst. & other staff</p>

24	Sr. Asst./Fund	<p>1) Consolidation Bank Reconciliation of all Units.</p> <p>2) Maintenance of LOA Register</p> <p>3) Preparation Loan claims.</p> <p>4) Obtaining schedules from the Concerned CE of the Project together with draw down schedules and communicating the same to M/s.PFC limited</p> <p>5) Sending of the LOAs to P&A along with the credit vouchers (Table-5) for the disbursement made against the claim by PFC</p> <p>6) Maintenance of Advance Registers and closing of advance in respect of PFC loans.</p> <p>7) Entering the CB Voucher Nos. and advice Nos. in the loan ledger and control ledger on receipt of Form-15 from P&A.</p> <p>8)As and when repayments become due, the debit entries has to be passed in the individual loan ledger and credit has to be given to the "due but not paid' loan ledger.</p>
25	SAO / Audit	Supervision of Audit Section, Stores Section, Tender Analysis and GST.
26	AO/Audit	Supervision of files relating to GST, GST returns, estimates, penalty release proposals, stores related files, court cases of entry tax & Sales tax, issue of - C-forms, NOCs, and other bills sanctions.
27	AAO/Audit	Supervision of the following files: Price variation, Deviations, Board files, Time extension, IA & AG Audit, legal bills & Advt files.Arithmetical verification and analysis of tenders received in e-procurement & manual tenders, correspondence with upadi tech., pvt ltd relating to e-procurement issues.
28	JAO/Audit	Filing of GST returns, preparation of guidelines on GST to field, authorization for release of penalty, court cases of entry tax & sales tax, stores related communications, estimates scrutiny & issue of C-forms, NDC.Scrutiny of technical estimates received from the wings of Construction, Lift Irrigation, 400kv/ Construction, Transmission etc., and allotment of CR/DCR Nos. Scrutiny of Power Transformes repairs as per Rate Contracts. upervision of Stores related works, GST returns, penalty release proposals, court cases of entry tax & sales tax.

O/o Joint Managing Director(Vigilance & Security)

Sl. No.	Designation of the Officer	Duties Entrusted
1.	Technical & MRT Vigilance Executive Engineer -1No.	<p>1. Coordination of DPE wing of Discoms, and V & APTS.</p> <p>2. Reviewing of intensive inspections, cases booked.</p>

<p>Deputy Executive Engineers – 5 Nos</p>	<p>3. Follow up of realization of assessed compounding amounts.</p>
	<p>4. Preparation of information for white paper, monthly and weekly progress reports on performance of DPE wing.</p>
<p>Assistant Executive Engineers – 2 Nos</p>	<p>5. Review of Internal and external audit reports of APTS police stations.</p>
	<p>6. Quarterly report to Govt. on Collection and compilation of information regarding theft of electrical cases.</p>
	<p>7. Preparation of data for Annual Crime review report to DGP, Govt. of A.P.</p>
	<p>8. Energy Audit of EHT consumer feeders as per data reported by DPE.</p>
	<p>9. Monthly report on theft of material cases.</p>
	<p>10. Preparation of data for Annual Power Development statistics in connection with DPE&APTS performance.</p>
	<p>11. Monitoring of security measures in AP Transco and Discoms.</p>
	<p>12. Preparation of replies to Govt. on LAQs / LCQs pertaining to vigilance matters.</p>
	<p>13. Periodical physical inspection of generators, metering points and analyzing the EBC energy settlements of generators randomly.</p>
	<p>14. Physical inspections related to Vendor registrations of generators.</p>
	<p>15. Verifying implementation of terms & conditions of PPA's and energy settlements.</p>
	<p>16. Submission of participants of Vigilance Training program to Chief Engineer/ Training Institute/ AP Genco.</p>
	<p>17. Submission of Monthly Presentation Data to JMD (V&S).</p>
	<p>18. Convening Teleconference meetings with CVOs/Discoms to review UI cases, enquiry reports etc.</p>
	<p>19. Furnishing of Statistics on Theft of Electricity</p>

		<p>(Format-18) to the Director (Legal), Central Electricity Authority, New Delhi.</p> <p>20. Extending technical support related to Vigilance enquiries which are technical in nature.</p> <p>21. Scrutinizing files pertains to time extensions & deferment of penalties.</p> <p>22. Works entrusted by the Joint Managing Director (V&S) as and when required.</p>
2.	<p>Personnel wing Personnel Officer-1 No.</p>	<p>1. To look after the enquiries on allegations against employees of AP Transco/ Discoms. Vigilance commission and ACB reports.</p> <p>2. Receiving all petitions and complaints pertaining to 3 Discoms and Transco.</p> <p>3. Forwarding enquiry reports to concerned CMDs and receiving all action taken reports from 3 Discoms and Transco.</p> <p>4. The Joint Managing Director (V&S) being a Nodal officer, will co-ordinate between Discoms/Transco & State Government.</p>
3.	<p>Quality Control and Quality Assurance (Electrical & Civil) Executive Engineer -2 Nos Deputy Executive Engineers – 7 Nos Assistant Executive Engineer – 1 No.</p>	<p>1. Inspection of substations and lines under construction including civil works and reporting quality lapses with reference to technical specification / purchase orders.</p> <p>2. Material inspection of department purchases and turnkey procurements of all sub-station equipment and line material at factory. Stage inspection of materials and Type test of equipment etc as per IS/IEC and AP Transco specification.</p> <p>3. Attending factory inspections for submitting reports as a part of New/renewal of vendor registration process.</p> <p>4. Technical Audit of substations and lines which are newly commissioned to ensure the full shape completion of the projects by the contractor as per the standards of AP Transco.</p> <p>5. Verifying O&M activities like maintenance registers / Test reports of individual equipment in substations including protective relays, energy meters etc and also to ensure the safety measures in existing sub-station and lines.</p> <p>6. Reporting on healthiness and maintenance of equipment in substations and lines.</p> <p>7. Analyzing of reasons on breakdown of lines & failure of equipment in substations and steps to be taken for reducing such failures.</p>

		<p>8. Scrutiny of technical specifications of the material /equipment procuring by AP Transco and also MQP/QAP submitted by Manufacturers.</p> <p>9. Coordinating with vigilance wing during enquiries on quality of works</p> <p>10. Works entrusted by the Joint Managing Director (V&S) as and when required.</p>
4.	<p>DPE wing / DISCOMs</p> <p>Superintending Engineers- 3 Nos</p> <p>Executive Engineers-18 Nos</p> <p>(Supervisory control only)</p>	<p>1. Detection of theft, leakage of loss in high value services in commercial, domestic and industrial services.</p> <p>2. Inspection of all C.T. Meters.</p>
5.	<p>DSP/Security/Hqrs/Vja.</p> <p>Deputy Superintendent of Police-1 No.</p> <p>Inspector of Police-2 Nos</p> <p>Sub-Inspector of Police-3 Nos</p> <p>Head Constable-2 Nos</p> <p>Constable-2 Nos</p>	<p>1. To control the illegal activities and corruption activities in AP TRANSCO & DISCOMS.</p> <p>2. Detection of misuse and excess payment to the contractors and wasteful expenditure of APTRANSCO & DISCOMS.</p> <p>3. To prevent the loss of APTRANSCO'S & DISCOMS wealth. Conducting enquiries entrusted by the Joint Managing Director (V&S) APTRANSCO</p> <p>4. Collection of advance information throughout state pertaining to APTRANSCO and DISCOMS to prevent Untoward Incidents.</p> <p>5. Conducting of Vigilance enquiries against irregularities and corruption charges relating to contractors and officials of APTRANSCO.</p>
6.	<p>CVO/Discoms</p> <p>Chief Vigilance Officer -2 Nos</p> <p>Circle Inspectors – Circle wise – 13 Nos</p> <p>Sub-Inspector of Police-30 Nos</p> <p>Head Constable-40 Nos</p> <p>Constable-76 Nos</p>	<p>1. Identification of all power theft prone areas /villages through vigilance staff and various other sources and preparing the lists for targeting specific areas for special drive.</p> <p>2. Compounding of offences / arrest and prosecution of the beneficiary by filing charge sheets in the court.</p> <p>3. Conducting of vigilance enquiries against irregularities and corruption charges relating to staff etc.</p> <p>4. Providing protection to various inspection teams – Operation / DPE etc.</p> <p>5. Providing assistance to the operation staff in</p>

		<p>disconnection of services.</p> <ol style="list-style-type: none"> 6. Assisting the operation staff in regularizing certain services to improve revenue. 7. Maintaining liaison with local Law and Order machinery for getting assistance / security cover. 8. Assisting P.P.O. for speedy trial of court cases. 9. Lok Adalats for disposal of old cases.
7.	<p>Sports Wing</p> <p>Sports officer-1 No.</p>	<ol style="list-style-type: none"> 1. To conduct Annual General Body meeting for finalize the SPORTS CALENDAR after approval of the Budget file to conduct Inter Circle Tournaments as ANDHRA PRADESH ELECTRICITY CORPORATIONS INTER CIRCLE TOURNAMENTS in 20 disciplines including women employee games and Cultural Activities for both Men & Women in a financial year. 2. To visit all affiliated units for checking the facilities to conduct the above said tournaments and to obtain ground/Court permissions from the concerned Sports Authority of Andhra Pradesh/Associations before conducting Inter Circle tournaments and Coaching Camps. 3. To select the combined state team (Consist of players from APTRANSCO, APGENCO, APCPDCL, APEPDCL & APSPDCL) with the help of Concerned qualified Coaches and conducting of Coaching Camps to the selected players in all the events and send the same to the All India Electricity Tournaments, Federation Cup Tournaments, Senior Men & Women Nationals and other open tournaments. 4. Sanction of Cash Incentives to the players those who brought laurels to Andhra Pradesh Electricity Corporations Sports Council, Vijayawada in All India level tournaments every year. 5. Sanction of ANNUAL GRANTS, SPECIAL GRANTS, INTER CIRCLE GRANTS with the permission of the President to all affiliated Sports Councils regularly. 6. To conduct inspections regularly at affiliated units regarding Annual Accounts, stock verifications and conducting of Sports Council elections and meetings time to time. 7. To conduct one of the All India level event in our Andhra Pradesh Power Sector every year. 8. With the permission of the president to conduct Sports Secretaries meeting regularly. 9. The most important to maintenance of Accounts, CASH BOOK & STOCK REGISTER and to conduct regular Auditing by the

		<p>Internal Auditor time to time.</p> <p>10.To work hard for developing Sports & Cultural Activities in our Andhra Pradesh Power Sector, to strengthen the employees working in Andhra Pradesh Power Sector physically and mentally and in turn to work hard to serve people.</p>
8.	<p>Peshi to the Joint Managing Director (V&S)</p> <p>Personnel officer-1 No.</p>	<ol style="list-style-type: none"> 1. Attending Telephone calls and diverting important calls to the Joint Managing Director (V&S)/APTRANSCO. 2. Receiving of files and currents of the Joint Managing Director (V&S)/APTRANSCO and sending the same to concerned after perusal by the Joint Managing Director (V&S)/ APTRANSCO. 3. To look after Police Establishment, Inward & Outward registers of Vigilance enquiries. 4. Co-Ordination with all Chief Vigilance Officers/APDISCOMS & APTS Police Stations regarding deputations and Vigilance Enquiries. 5. Fixing up appointments for Visitors/Power Traders/Contractors/Suppliers/Trade Unions and Associations in consultation with the Joint Managing Director (V&S)/ APTRANSCO, duly maintaining the Meeting Schedules. 6. Processing of Peshi Bills i.e, telephone Bills, News Paper Bills, Vehicle Bills, Bills of the Joint Managing Director (V&S). 7. Preparing notes, minutes etc., and communicating the same to the concerned.

		8. Making arrangements for Travel and accommodation of the Joint Managing Director (V&S) / APTRANSCO during tours.
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O/o Chief Engineer/Telecom

Sl. No.	Name of the Employee	Designation	Works entrusted
1	Sri A.K.V.Bhaskar	Chief Engineer / Telecom Vijayawada (FAC)	<p>The Chief Engineer/ Telecom is responsible for :</p> <ol style="list-style-type: none"> 1. Planning, estimation and obtaining approval for procurement, diversion and allotment of Telecom equipment for providing of PLCC and optical fiber communication under O&M and RMI Schemes. 2. Planning & Estimation to Establish the PLCC and Optical fiber communication to the new 400/220/132 KV substations and lines. 3. Scrutiny of Guaranteed Technical particulars (GTP), drawings, Type test reports BOQ, Drum Schedules & FAT reports etc., of the communications equipment. 4. Issuing of diversion orders for Telecom material i.e. OPGW, OLTE, MUX, PLCC, EPAX, etc., and allotment in SAP. 5. Processing of indents received from the field for telecom material, taking approval from the management and arranging procurement. Preparation of DPR for procurement under PSDF, preparation of schemes and obtaining approvals. 6. Monitoring of progress of Telecom works to the new substations/Lines, O&M of the existing substations/Lines. Also the regular review of interruptions for voice, data and

carrier protection of the substations/lines.

7. Providing of LAN/WAN for various field offices to access ERP/biometric applications.

8. Arranging Audio/Video Conferencing services at the corporate office and Field offices throughout the state.

9. Leasing out of Dark fibers of APTRANSCO to APSFL.

10. Providing of Cellular Services to the employees and at EHT Substations.

11. Regular correspondence with the management for various approvals through E-office. Also the regular correspondence with PGCIL and various firms in execution of the communication works.

12. Employees Service registers maintenance, EL & HPL sanctions, Commencement & completion of probation period, releasing increments, pay fixation, sanctions of terminal benefits etc. pertains to Telecom O&M and provincial staff.

13. Processing the issues related to administrative matters of telecom wing in coordination with headquarter wings.

14. Processing of periodical reports like quarterly MIS reports, property returns, Annual Appraisals reports etc.

2	B.Vijayakumar	EE-I/Telecom, O/o CE/Telecom	<p>* Planning, design, estimation, obtaining approval for procurement, Diversion & Allotment of telecommunication equipment for providing Power Line carrier communication and Optical Fiber communication Systems for captive communication services i.e, for Voice, Real time data for grid operations, tele-protection, providing LAN/WAN network etc., for O&M and schemes like RMI and PSDF, for operation & Maintenance of telecom equipment in EHT sub-stations from headquarters.</p> <p>* <u>Under PSDF Projects:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Providing of Reliable Communication and Data Acquisition System up to 132 KV SS. <input type="checkbox"/> Preparation of Detailed Project Report (DPR) <input type="checkbox"/> Obtaining approval from management and obtaining sanction of grant from PSDF as well as regular correspondence with PSDF nodal agency NLDC for disbursement of funds. <input type="checkbox"/> Preparation of technical specifications as per field requirement. <input type="checkbox"/> Sending indents for procurement wing for tendering. <input type="checkbox"/> Scrutiny and issuing approvals for Drawings/GTP/Drum schedule for OPGW and associated hardware, OLTE and MUX Equipment. <input type="checkbox"/> Monitoring of execution of the project. <p>* <u>RMI & Other Works:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Obtaining of indents from field and processing of indents, taking approvals from management and sending indents for procurement under RMI works. <input type="checkbox"/> Issuing of approvals and sanctions for
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			<p>O&M estimates.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Monitoring of Operation& Maintenance of Communication Networks for voice, Data and Protection on EHT lines. <input type="checkbox"/> Issuing of Diversion orders for telecom material i.e, OPGW, OLTE, MUX, PLCC, EPAXs etc. for O&M works
3	S.Mohan Rao	EE/Telecom-II, O/o CE/Telecom	<ul style="list-style-type: none"> <input type="checkbox"/> Planning, Designing and preparation of schemes, estimates to establish the communication networks through PLCC and Wideband communication by providing OFC and Telecom equipment on new 400KV, 220KV & 132KV lines and Substations in APTRANSCO, Lift Irrigation Schemes, Private Power Projects and Backup SLDC project pertaining to the entire state. i) Voice communication (VOIP, Hot Line, Express & Admin). ii) Real Time DATA transmission from RTUs to SLDC. iii) Tele protection on EHT lines. iv) Networking for ERP/SAP, Biometric. v) NMS of various Telecom equipment.
4	S.Mohan Rao (FAC)	EE/ERP & Networking, O/o CE/Telecom	<ul style="list-style-type: none"> <input type="checkbox"/> Configuration of IT Applications in ERP Network. <input type="checkbox"/> Works related to monetization of OPGW network, commercial utilisation by leasing out the dark fibers <input type="checkbox"/> Leasing out of dark fibers of APTRANSCO to APSFL and preparation invoices. <input type="checkbox"/> Planning, designing, implementing and maintaining the ERP network in the State and networking at Corporate Office.

			<ul style="list-style-type: none"> <input type="checkbox"/> Monitoring of MPLS Networks connectivity to Ctrl S Data center, Hyderabad from Vidyut Soudha, Vijayawada. <input type="checkbox"/> Monitoring of MPLS Networks connected through APSFL Network. <input type="checkbox"/> Scrutiny of field estimates related to Networking. <input type="checkbox"/> Works related to “Biometric Auto Attendance recording Systems” like its monitoring and rectifications. <input type="checkbox"/> Preparation of estimates for expansion of ERP Network for new offices, Placing purchase orders ect. <input type="checkbox"/> Preparation of bills related to MPLS Network, Biometric devices and leased lines ect.
5	K.Sridevi	DEE/Technical O/o CE/Telecom	<ul style="list-style-type: none"> <input type="checkbox"/> To Assist CE/Telecom in all technical and administrative works. <input type="checkbox"/> The Dy.EE/Technical in APTRANSCO is responsible for Planning of Deputation & Trainings, dealing with allotment of Official CUG cell phones related issues. <input type="checkbox"/> Preparation and getting further continuation approvals related to Hired and Departmental vehicles pertaining to the field offices, Processing of Contracts relating to O&M, Typing, House Keeping & Accounting works. <input type="checkbox"/> Obtaining of approvals for man power for O&M of communication equipment <input type="checkbox"/> Processing of Mobile & Telephone Bills of Board of Directors for payment. <input type="checkbox"/> Scrutinize internal/AG Audit paras submitted by the fuel offices for inward submission to FA&CCA and also preparation of audit replies to the pending paras pertaining

			<p>to the headquarters.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Scrutiny and Obtaining approvals for field estimates and Indents as per the requirement. <input type="checkbox"/> Providing of cellular services like Issue of SIMs, Activation and Deactivation, re-allotment of CUG SIMs and BSNL correspondence. <input type="checkbox"/> Obtaining approvals regarding, Internet connectivity to 400KV Substations, Telecom Equipment and Providing of cellular connections to all employees. <input type="checkbox"/> Planning of Deputation & Trainings in Telecom Wing. <input type="checkbox"/> Processing of bills like telecommunication services bills, Hired vehicle bills etc.,
8	K. Sridevi (I/C)	PO/Telecom, O/o CE/Telecom	<ul style="list-style-type: none"> <input type="checkbox"/> To assist the CE/Telecom in all administrative works pertains to Telecom wing. <input type="checkbox"/> Employee Service Register maintenance, EL & HPL Sanctions, Commencement & completion of probation period, Release of increments, Sanction of terminal benefits pertains to O&M and provincial staff of Telecom wing. <input type="checkbox"/> Processing of request transfers of telecom employees in APTRANSCO. <input type="checkbox"/> Issuing approval of Tour Diaries for all cadres in Telecom wing in APTRANSCO. <input type="checkbox"/> Group Insurance scheme and calculations and sanction to the O&M and Provincial staff of Telecom wing. <input type="checkbox"/> Issue of all P&G services to the staff of Telecom wing in co-ordination with HRD &

			<p>Planning wing.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintenance of Incumbency register. <input type="checkbox"/> Issue of MIS returns, Further continuation of posts, Furnishing of Vacancy position to HRD wing. <input type="checkbox"/> Processing of Monthly Change return to the Telecom staff at headquarters. <input type="checkbox"/> Forwarding of Final/ Part withdrawal GPF applications, Medical bills, AARs & Property returns.
7	S.Manasa	AEE/Telecom, O/o CE/Telecom	<p>To assist EE-II/Telecom</p> <ul style="list-style-type: none"> <input type="checkbox"/> Preparation of Scheme estimates, charging instructions and works related to Backup SLDC, Diversions of Communication Equipment, preparation of schemes related to lift Irrigation. <input type="checkbox"/> Allotment of OPGW & Telecom equipment through SAP. <input type="checkbox"/> Preparation of SSR as per latest rates. <input type="checkbox"/> Works related to “Biometric Auto Attendance recording Systems”.

O/o Additional Secretary

Legal Section

S.No	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation.
2	DS(L,IR,R,E&P)	Verification and for further circulation and correspondences.
3	AS (L,IR&R)	Overall supervision of PO Legal Section.

4	PO (Legal Section)	Supervision of Legal section.
	PO (Legal)	<ol style="list-style-type: none"> 1) Sanction of legal fee and expenses to Senior Advocates/AORs/Advocate General / SLAs/BLCs/ other Advocates for appearing before Supreme court/ High Court/ Lower Courts/ APTEL/CERC on behalf of APTRANSCO/APDISCOMS. The fee matters of all these Advocates are in large number and they have to be dealt with very carefully. 2) To verify the cases in LCMS are entered or not. 3) To obtain the information of CMD approval for engaging the Advocate, sharing pattern, confirmation of appearance and LCMS details before circulate the note file for sanctioning of fee to the Advocate. 4) To update payment registers sometimes Advocates claim twice and to avoid double payments careful check is necessary pursue with the SLA & Liasion Officer of APTRANSCO and other Advocates, to whom the cases are entrusted, from time to time and to attend High Court whenever necessary. 5) The payment of fees to BLCs in the circles are also referred to legal cell for correctness of the claim and for sanctioning, if the circle is not competent. 6) The Advocate fee sanction Order is being sent to FA & CCA(Accounts) for Pre-Audit before making payment after obtaining of Advance Receipt from Advocate. The fee amount should be entered in LCMS application and then the same is sent to AO/CPR for arranging payment Appointments, extension of term, payment of monthly remunerations and conveyance charges to Sri P.Shiva Rao, Legal Advisor. Sri G.V.Brahmananda Rao, Asst.LA, Sri Y.Nagi Reddy, SLA, Sri B.Harinath Rao, SLA and Liasion Officer/Legal. 7) Currents (i.e.Affidavits, notices, final orders etc) as an when received from SLA/ High Court/Lower Court/Supreme Court, the same is sent to concerned HOD in the corporate office/Zones/ Circles in the field with the approval of HOD in service matters and commercial matters. 8) Filing of deletion petitions in DISCOMs cases to delete the name of CMD/APTRANSCO whenever CMD is

		wrongly made as respondent by Co-ordination with concerned HOD's. 9) Pursue with the SLA & Liasion Officer of APTRANSCO and other Advocates, to whom the cases are entrusted, from time to time and to attend High Court whenever necessary. 10) Outsourcing staff bills preparation, addition requirement proposals processing work and other miscellaneous works are attending. 11) Monitoring of Legal Cases duly Co-ordination with HOD's and with other Power Utilities.
5	JPO(Vacant)	NIL
6	Asst.(Vacant)	NIL
7	Typists	Typing of all Legal Bills & Legal Files pertaining to the Legal Section

Medical Section

S.No	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation as per
2	DS(L,IR,R,E&P)	Approval of files after verification and for further circulation
3	AS (M&P)	Verification and overall supervision of files related to Medical section.
4	PO (Medical)	Issue of Credit Cards, Scrutiny of personal bills & Credit bills of hospitals pertaining to all in-service Employees / Pensioners / Family Pensioners, sanction of Medical allowance to all employees working in Vidyut Soudha, Sanction of credit bills of hospitals, Hospital empanelment recognized by the Government of A.P., Medical bills of CMD/JMD and other Board of Directors & all policy matters of medical wing.
5	JPO-1 (Vacant)	NIL
6	JPO-2 (Vacant)	NIL
7	Asst. (Vacant)	NIL
8	Typist	Typing of all files pertaining to the Medical Section

Loans & Advances Section

S.No	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation as per
2	DS(L,IR,R,E&P)	Approval of files after verification and for further circulation
3	AS (M&P)	Over all supervision and of files related to Loans Sections for sanction of long term loans for further circulation to Higher authorities
	PO (Loans & Advance)	Looking after the Section Work Pertaining to Interest Bearing Loans of HBA, Motor Car (Statewide) Motor Cycle, Marriage Advance, Cycle Advance, Waival of HBA, Issue of Eligibility Certificates for Obtaining HBA from Notified Banks, Cancellation of Hypothecation, Reconveyance of Mortgaged Deed and Verification of Long Term Loans. Sanction of GPF Part Final Withdrawal and Temporary Advances in all Cadres Statewide. Certifying the GPF Final withdrawals in r/o the employees in provincial & O&M service during the last 12 months. Certifying the GPF Final withdrawals made in respect of employees from Gazetted rank Looking of House Building Loan and Repairs, Motor Car Loan, Motor Cycle Loan, Bi-Cycle Loan, Marriage Loan, Revalidation of House Building Loan, Reimbursement of mortgage charges, Return of mortgage Deeds, Reconveyance of mortgaged property, Cancellation of Hypothecation of Motor Car/ Motor cycle, Repayment of excess amount recovered, Waival of HBA, Issue of eligibility certificates for obtaining, HBA through notified Banks etc., Verification of long term loans and advances 1.Sanction of GPF Part final withdrawal & Temporary Advance in respect of all cadres State wide. 2 Certifying the GPF Final withdrawals in r/o the employees in provincial & O&M service during the last 12 months 3.Certifying the GPF Final withdrawals made in respect of employees from Gazetted rank during the last 12 months. 4. Sanction of Computer Advance.
5	JPO (Vacant)	NIL
6	JPO (Vacant)	NIL
7	Asst. (Vacant)	NIL

8	Typist	Typing of all files pertaining to the Loans Section
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Pensions Section

S.No	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation as per
2	DS(L,IR,R,E&P)	Approval of files after verification and for further circulation
3	AS (M&P)	Over all supervision and of files related to Pensions Section for sanction of long term Pensions for further circulation to Higher authorities
4	PO (Pensions)	Sanction of Terminal benefits in r/o all Engineering, Accounts, P&G Officers/ staff at Head Quarters and all gazetted cadres of field officers; Sanction of Terminal EL encashment; Settlement of FBF/GIS of Employees retiring in Vidyut Soudha; and of field CE's; Forwarding of GPF proposals; Clarifications on Pension Cases, Court cases and all other allied correspondence of pension cases. Revised superannuation pension from 58 to 60 years including Gazetted officers of all zones.
5	JPO-1	Sanction of Terminal benefits and sanction of terminal leave and settlement of FBF/GIS in r/o all Cadres retiring at Headquarters. Settlement of FBF/GIS to the rank of CEs of all zones. Sanction of Terminal benefits and terminal leave encashment of all Gazetted officers of all zones. Forwarding of GPF proposals of all CEs and SEs & all other allied works/Correspondence . Sanction of family pension to widow/divorced/Un-married daughters. Also entrusted works related to Bifurcation of employees between AP & TS.
6	JPO-2 (Vacant)	NIL
7	Asst. (Vacant)	NIL
8	Typist	Typing of all files pertaining to the Pensions Section

Protocol Section

S.No	Designation	Duties Entrusted
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1	Additional Secretary	Approval of files after verification and for further circulation as per
2	DS(L,IR,R,E&P)	Approval of files after verification and for further circulation
3	AS (M&P)	Over all supervision and of files related to Pensions Section for sanction of long term Pensions for further circulation to Higher authorities
4	PO (Protocol)	Attending all protocol works, arrangements of official meetings, supply of monthly provisions for peshies, arrangements of refreshments, lunch, dinner, transport & accommodation to the higher officials of APTransco and official guests, maintenance of pantry, vidyuth soudha canteen, and APTransco Guest House.
5	JPO-1 (Vacant	NIL
6	JPO-2 (Vacant) (Self Relived)	NIL
7	Typist	Typing of all files pertaining to the Pensions Section

Furniture, Stationery & CRD

S.No	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation as per
2	DS(L,IR,R,E&P)	Approval of files after verification and for further circulation
3	AS (M&P)	Verification and overall supervision of files related to Furniture, Stationery & CRD section.
4	PO (Vacant)	NIL
5	JPO(Stationery & CRD)	<p>1. Circulating files to accord approval to keep the photocopying machines available in Head Quarters under Full Service Maintenance Agreement (AMC).</p> <p>2. Sanction of Xerox Machines Cartridges, Circulating the files for procurement of Photocopying machines & Furniture under emergency.</p>

		<p>3. Issue of daily Stationery and Maintaining of Stock Registers. Circulating files to accord administrative approval for procurement of furniture for use in Zonal offices. Issuing of Yearly purchasing of Government Diaries, Wall Calendars and Table Calendars.</p> <p>4. Issuing of Mementos to the employees who are going to retire from service. Sanction of New Telephone Connections (Landline) & News Papers.</p> <p>5. Procurement of Furniture at Head Quarters, Vidyut Soudha, Vijayawada. Circulating the Annual Membership fee to the Central Board of Irrigation and Power, New Delhi.</p> <p>6. Circulating the file for Bulk procurement for Stationery items to accord Approval higher officials every year, Circulating file to keep the Franking Machine under AMC.</p>
6	Record Assistant	Preparation of Manuals on Handling of Tappal all HOD's and other Sections daily in APTRANSCO Offices. Central Record Dispatch Works Supervision of Dispatch works by attending Register Post, Speed Post, Ordinary Post, Un - Registered Parcel, Registered Parcel and Service covers connected with APTransco, Vidyut Soudha.
7	Typists	Typing of all files pertaining to the Furniture, Stationery & CRD Section.

ESTABLISHMENT SECTION

Sl. No.	Designation	Duties Entrusted
1	Additional Secretary	Approval of files after verification and for further circulation.
2.	DS(Establishment)	Approval of files after verification and for further circulation.

3	AS(E,IR&R)	Overall supervision of Establishment Section
4	P.O (Establishment)	Supervision of service matters of P&G Service and Accounts Service employees in Head Quarters, service matters of Board of Directors, CMD,JMD, Issue of Notifications for contract basis posts, Vacancy Position, Issue of Satisfactory Service Certificate, General transfer & postings, Increments, transfers, Promotions, clarification to field copies, Administrative transfers , deputations.
4	JPO	i)Sanction of SRPC bill, ii) sanction of Increments-AGI, Notional increments, PG, Incentive Increments & RPS iii) Leave sanctions- EL, HPL, EOL, CCL, Maternity Leave, Paternity Leave. Encashment of leave iv) Sanction of NOC to obtain passport higher qualification v) Pay Fixations of SGP, SAPP-1A, SAPP-1B,SPP-1A,SPP-1B,Promotion Pay Fixations, Pay Particulars vi) VACANCY Position, Issue of Satisfactory Service Certificate vii) General transfer & postings, viii) service register entries of sanctioned leaves, Bio-data Particulars, Leave applied particulars, service particulars, pay particulars, ix) clarification to field offices , Monthly change return x) All sanctioned entries to be entered in SAP xi) Full additional charge allowances to all zones, Administrative transfers, deputations

REGULATION SECTION

Sl.No.	Name of the Employee	Designation	Duties entrusted
1		P.O (Regulation)	<p>i) Adoption of Govt. Orders relevant to APTRANSCO i.e., on Pension, GPF, TA Rules, Discipline & Appeal Regulations, Conduct Regulations etc. & Delegation of powers.</p> <p>ii) Adoption of Govt. Orders on State Government Pay Scales, DA, HRA, CCA, Loans & Advances, Service matter and other general orders applicable to APTRANSCO. Revision of DA to APTRANSCO employees twice a year.</p> <p>iii) Issue of amendments to Service Regulations.</p> <p>iv) Amendments to Discipline & Appeal Regulations, Conduct Regulations.</p> <p>v) Clarification on Service matters, Pay anomaly and Pay Scales to field & Discoms.</p> <p>vi) Preparation of parawise remarks and counter affidavit for filing in Hon'ble High Court against Writ Petitions filed by employees on Service matters.</p> <p>vii) Processing of Union/Association Demands on issues related to Regulation Section.</p> <p>viii) Preparation of notes to Board Meetings (Internal Board Meeting, CMDs Conference & Full Board Meeting).</p> <p>ix) Processing of files on policy matters in respect of APTRANSCO & DISCOMS relating to Service Regulations.</p> <p>x) Implementation of spirit of presidential order.</p>

			xi) Other works related to Service Regulations xii) Implementation of spirit of presidential order.
2	Vacant	JPO	Looking after all the above works and Assisting the PO works
3	1 No. DEO working on Outsourcing basis through third party agency		All the typing work of Regulation Section

IR Section

Sl. No.	Name of the Employee	Designation	Duties entrusted
			Act.
			Code of discipline (Conducting of secret ballot election to the Trade Union).
			Declaration of Paid Holidays to the O&M/Construction staff of APTransco.
			Implementation of AP Revised Pension Rules, 1980 and GPF Regulations to the employees appointed and joined in the service of APTransco between 01.02.1999 to 31.08.2004.
			Union matters i.e. issue of Attendance certificate issuing of Trade Union Facilities to the Unions, Conducting of Periodical Meetings consolidating RODs and issuing Minutes.
			Implementation of ESI Act.
			Implementation of EPF Act.
			Implementation of Group Janatha Personnel Accident Policy to the APTransco Employees for the period of 3 years.

		<p>Constitution of Complaints Committee in APTransco on Women Grievances.</p>
		<p>Group Personal Accident Insurance Coverage to the trained Staff Working in Hot Lines.</p>
		<p>JLMs – Recruitment of JLMs in APTransco/ Discoms 2011-2012 & CJLMs 2006.</p>
		<p>Enhancement of wages i.e. Revising the SS Rates to the contract drivers working in Corporate Office, Vidyut Soudha, Hyderabad.</p>
		<p>Issued orders on certain welfare measures to the outsourced workers like Medical reimbursement of Rs.1,00,000/- to outsourced workers engaged in APTransco through private agency in case of accidents while on duty, Payment of ex-gratia amount of Rs.5,00,000/- to outsourced workers engaged in APTransco through private agency in case of fatal accidents while on duty.</p>
		<p>Group Personal Accident policy for Rs.10,00,000/- to the Outsourced workers through United Insurance Company, issuing policy Co-Ordinating with CE/Transmissions wing.</p>
		<p>RTIs pertaining to the Section.</p>
		<p>General Transfer Policy guidelines to Engineering, Accounts and P&G Services, related court cases. EPF belated cases.</p>
		<p><i>Outsourced workers Grievances i.e</i></p>
		<p>Implementation of Paid Holidays.</p>
		<p>Service Incentive.</p>
		<p>Break in Service.</p>
		<p>Counting of service in all Power Utilities.</p>
		<p>Absorption of the Outsourced personnel into the Department duly abolishing the third Party System/Agency system as per "State of Telangana".</p>
		<p>Regularization.</p>
		<p>Equal pay for equal work.</p>

			Ex-gratia increase for 20 Lakhs.
			Request for lumpsum amount at the time of attaining 60 years of age.
			15 Days Earned Leaves.
			Compassionate appointments.
			Maternity Leave Outsourced personnel and contract employees.
			Conducting SC & ST Commission Meeting issuing of Minutes.
2	Vacant	JPO	Looking after all the above works and Assisting the PO works.
3	1 No. DEO working on Outsourcing basis through third party agency		All the typing work of IR Section

O/o CHIEF ENGINEER/VIJAYAWADA ZONE

Sl.No.	Designation of the Officer	Duties entrusted
1	Chief Engineer/Vijayawada Zone	Overall in-charge for sanction of pension, recommending audit replies
2	Senior Accounts Officer	1) Scrutiny of pay fixations/anomalies of all the staff working in CE/Zone/Vijayawada 2) Scrutiny of all capital/O&M estimates, LPOs etc. before submission of CE's approval

		<ol style="list-style-type: none"> 3) Consolidation of internal audit/A.G Audit para replies of all the units in the zone. 4) Passing of TA bills and contract staff bills and Auditor remuneration bills of zonal office. 5) Inspection of circles/divisions/stores 6) Review and scrutiny of survey proposals 7) Participation in tender opening, stores purchase committee, DPC meetings. 8) Issue of pension payment orders, gratuity payment orders, commutation authorization. 9) Co-ordinating all circles accounts matters and SAP etc.
3	Assistant Accounts Officer(FAC)	<ol style="list-style-type: none"> 1) Processing of all pending internal and A.G .Audit paras of entire zone and replies to the internal audit/a.G Audit para to Head Quarters. 2) Consolidation of monthly returns received from different circles in respect of accounting matters. 3) Scrutiny and pre-checking of all work bills, pay fixations, before submission to SAO/CE 4) Verification and passing of all imprest vouchers, temporary advances vouchers, TA bills and as per delegation of powers. 5) Verification and checking of arithmetical accuracy and correctness of all statements/returns/notes processed by JAO before submission to SAO/Ce. 6) Maintenance of T&P register of zonal office, correspondence with head quarters/sub-ordinate office on any important issues etc., 7) Works related to pension, pre-checking audit, estimates etc.,
4	Junior Accounts Officer	<ol style="list-style-type: none"> 1) Processing of pension cases of retired employees 2) Processing of all contract work bills, car hire charges bills, house rent bills and maintenance of stationery register.

		<p>3) Scrutiny and verification of all LPOs/Estimates/Pos/sanctions before submission to AAO/SAO.</p> <p>4) All the correspondence of the Account matters.</p>
5	Lower Division Clerk (Contract basis)	One person on contract basis is being utilized to the receipt and dispatch work and typing on computer assistance in Accounts Section of zonal office/Vijayawada

1	Sri B. Syam Prasad	SE/OMC CIRCLE/VJA	Superintending Engineer/OMC Circle/APTransco/Vijayawada is incharge of Operation, Maintenance and Constructions of 132KV and 220KV substations and associated EHT Lines and pay unit functions in Krishna (District) along with Public Information Officer duties for Vijayawada Zone consisting of 4 Districts.
TECHNICAL SECTION			
2	Sri. N. Samuel Raju	EE/Trans/OMC/VJA	Scrutiny of procurement proposals,Preparation of O&M estimates, budget proposals of Krishna District, Construction of new substations and line, PTR augmentation works in Krishna Dist, Processing of Hired Vehicles,Contract work agreements, Processing of Manning Bills,monthly change return of the employees, File pendency information, Monthly returns, Quality Assurance, KPI etc., Assisting to SE/OMC/Vijayawada in technical matters etc, and assisting in the Superintending Engineer/OMC/Vijayawada functinos
3	Smt. K. Sudha Rani	DEE/Tech O/o SE/OMC/ VJA	Processing of Hired Vehicles,Contract work agreements, Processing of Manning Bills,monthly change return of the employees, File pendency information, Monthly returns, Quality Assurance, KPI etc and assisting in the day to day functions of Divisional Engineer/Transmission/Vijayawada.

4	Smt. M. Venu Madhavi	AEE/TECH-I	<p>Processing of Estimates for the works to be carried out in the Circle level, Entering of agreements for the works to be carried out, Approvals and sanctions, Tendering of works etc and assisting in the day to day functions of DEE/Tech.</p> <p>Office Manning Bills, 33KV Bay Extension Works, KPI Targets, KPI Proformas, RTI, Boundary Meter Reading Correspondence, Project Works, Statutory Inspection Remarks, Private Power Developers,Capacitor Banks Correspondence,Quality Assurance Correspondence,Court Cases,Fish Pond Correspondence, Placing of Purchase Orders, Processing of SR proposals, Processing of Auctioned material like issuing of lifting orders, Removed Transformer oil return, SPC Meeting Correspondence, Allotment of materials, Processing of Tenders,Department Vehicle Correspondence,Hired Vehicle Correspondence and assisting in the day to day functions of DEE/Tech</p>
5	Smt P. Bhavani	AEE/TECH-II	<p>Line Losses, News Letter, Outages, Industrial /Railway Traction Feeder Interruptions, 21) PTR Maximum / Minimum Demand, MIS , Failure Equipment correspondence, Bus Bar Protection Correspondence, 29) Advanced Planning of L.Cs etc and assisting in the day to day functions of DEE/Tech</p> <p>Entering of agreements for the works to be carried out in the office, Office Manning Tenders, Processing of Estimates for the works of new sustations and lines, Approvals and sanctions.EHT power line Crossing Works and assisting in the day to day functions of DEE/Tech</p>
ACCOUNTS SECTION			

6	Sri S. Gangadhara Rao (FAC)	SAO	Supervision of all Accounting Works of OMC Circle, Vijayawada Viz., Processing of Manning Bill, Supply Bills, Work Bills, Employee Pay Bill, Pension Bills and T.A Bills. Attending Internal And A.G Aduit Para Replies. Verification of Centerlised Purchase Orders Bills and submission of LOAs to Head Quarters. Verification of Employees Form-16s and Contractors Form-501A and Form-16. Opening and Closing of Temporary Advance and Work Orders relating to R&M Works and RMI Works. Recoupment of Permenent Imprests. Preparation and Submission of Monthly Trail Balalnce, Bank Reciliation of Drawing and Receipt Accounts. Approval and Updatation of all ERP Manual Vouchers, Mixed Payment Voucher and Invocies Entries, making all Inventory and Purchase Transfer Enteries relating to Supply Materils and also transfer of expenditure from Work Orders to Fixed Assets relating to RMI Work in ERP from time to time. Finally preparation and submission of Annual Accounts at end of every Finanacial Year.
7	Sri Ch. Venkateswarlu	AAO	Scrutiny & Verification of Manning, Work Bill, Supply Bills, Employee Pay Bill, Tele Phone Bills and T.A Bills. Processing of Employee Pay Bills in EPR Pay Roll System and Finally submitting Pay Bills to Accounts. Processing of Centerlised Purchase Orders Bills and submission of LOAs to Head Quarters. Processing of GPF Part Final Applications, Motor Cycle, Motor Car and Computer Loan applications. Verification of Employees Form-16s and Contractors Form-501A and Form-16. Verification of Monthly Tax Vouchers Viz., Income Tax, Work Contract Tax, Labour Cess, Seigniorages and Service Tax.
8	Smt. R. Saraswathi	JAO-I	Verification of Manning, Work Bill, Supply Bills, Employee Pay Bill, Tele Phone Bills and T.A Bills. Processing of Employee Pay Bills in EPR Pay Roll System and Finally submitting Pay Bills to Accounts. Processing of Centerlised Purchase Orders Bills and submission of LOAs to Head Quarters. Processing of GPF Part Final Applications, Motor Cycle, Motor Car and Computer Loan applications. Verification of

			Employees Form-16s and Contractors Form-501A and Form-16. Verification of Monthly Tax Vouchers Viz., Income Tax, Work Contract Tax, Labour Cess, Seigniorages and Service Tax. Preparation of Pensioners Income Tax Statements and arranging of Form-16 at end of every Financial Year. Preparation of Life Certificates of Pensioners during the month of November of every year.
9	Smt. P.Dakshayani	JAO-II	Dealing with all cash related transactions. Viz., Maintaining Cash Book, applying LOCs for passed Bills and disposing cheques from time to time. Preparation and processing of Pension Bills and submission of Pension Return every month. Opening and Closing of Temporary Advance and Work Orders relating to R&M Works and RMI Works. Recoupment and closing of Permanent Imprests. Preparation and Submission of Monthly Trial Balance, Bank Reconciliation of Drawing and Receipt Accounts.
10	Smt. G. Vasantha Kumari	Office Subordinate - II	Carrying and despatching of Remittance Cheques to Various Authorities and Agencies.
ADMINISTRATIVE SECTION			
11	Vacant	PO O/o SE/OMC/VJA	Assisting Superintending Engineer in performing the administrative functions, pay fixations of O&M staff, release of increments, conducting of DPC to O&M staff up to the cadre of Line Inspector, preparation of seniority list of O&M staff up to the cadre of Line Inspector, regularisation of services of O&M staff, sanction of GIS and FBF of O&M staff, and up to the cadre of JAO in provincial services, furnishing of consolidated KPI, ADM MIS, forwarding of property returns, preparation of proposals for post sanctions, maintaining of RTI files of PIO, furnishing of informations requested by higher offices, etc.,
O/o. EXECUTIVE ENGINEER/O&M/Gunadala			

12	Sri M. Bhagya Raju	EE/O&M/Gunadala	Execution and management of all technical and field works, Augmentation of PTR works.Operation and Maintenance of all EHT lines and Sub-Stations of voltage level 220 KV and 132KV. Preventive maintenance, premonsoon inspections, routine patrolling of EHT lines, inspection of EHTsub-stations, major rectifications as per norms. Procurement proposals of T&P,vehicles,material required for operation and maintainance of lines and sub-stations, preparation and sanctioning of estimates (as per Monetary powers),calling tenders,entering agreements, and budget proposals.Monitoring and execution of construction works including system improvement schemes of concerned to the division.
13	Smt. K. Prathibha	AEE/Tech -II	Works carried out are: 1)Processing of Estimates for the works to be carried out in the Division level 2) Monthly returns like MIS, KPI, Availability, Vehicles, Line losses, Accident reports, Healthyness of DC systems, Capacitor bank return, failure reports of 220 KV and above, Outages more than 12 Hrs, etc..3) Boundary Meters & Private Power developers readings and correspondence 4) Processing of manning bills of the Division, 5) SAP Correspondence regarding processing of bills, Material requisitions for material allotment, Material Indents, SR proposals, 6) Entering of agreements for the works to be carried out. 7) Quality Assurance Correspondence
DEE/Maintenance & Shifts to attend duties in 220KV sub-stations			
14	Sri T. Srinivas Rao	DEE/M/220KV SS/ GUNADALA	Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc..,

15	Sri D.Venkateswarlu	AEE/M/220KV SS/ Gunadala	Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
16	Sri K.Vijaya Krishna	AEE/M/132KV SS/ Ganguru	
17	Vacant	AEE/M/132KV SS/Vijayawada	
18	Kum. V.Harika	AEE/M/132KV SS/Autonagar	
19	Sri A. Kishore Babu	DEE/S/220KV SS/ GUNADALA	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondance with LD/ shift regarding load flow of connected sub-stations etc.,Informing or assisting the maintenance works (i.e; Red hot recification works & LC works)
20	Sri A. Murali Krishna		
21	Sri CH. Udaya Kumar		
22	Sri Siddineni Yugandhar	DEE/M/220KV SS/ CHILLAKALLU	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
23	Sri A.Mahesh Babu	AEE/M/220KV SS/ Chillakallu	Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
24	Smt. M.Supraja	AEE/M/132 KV SS/ Nandigama	
25	Sri K. Janardhan	S/220KV SS/ CHILLAKALLU	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondance with LD/ shift regarding load flow of connected sub-stations etc.,Informing or assisting the maintenance works (i.e; Red hot recification works & LC works)
26	Sri G. Ravi Kumar		
27	sri U.Subba Rao		
28	Sri M. Prathyusha Priyadarsini		

29	Sri P. Soloman Chittibabu	DEE/M/220KV SS/ KONDAPALLI	Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
30	Sri M.Thomas Raj	AEE/M/220KV SS/ Kondapalli	Sub-Stations: Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
31	Sri M.Nageswara Rao	AEE/M/132 KV SS/ Kambhampadu	
32	Smt. K.Rachana	AEE/M/132 KV SS/ Bhavanipuram	
33	Sri V. Ganesh	DEE/S/220KV SS/ KONDAPALLI	
34	Sri T.Durga Prasad		
35	Sri B. Srinivasa Rao		
36	Sri G.Omkar Babu		
37	Sri M.N.A.V.Durga Prasad Babu	EHT lines/Kondapalli	Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Reducing the interruption time so that reliabilty of power supply will be maintained to the consumers thus fulfills our APTRANSCO Service Motto to AP Electricity consumers
38	Sri P.Srikanth	AEE/EHT Lines/Kondapalli	
39	Vacant	AEE/EHT Lines/Chillakallu	
O/o. EXECUTIVE ENGINEER/O&M/Nunna			
40	Sri G Jaikar Rai	EE/O&M/Nunna	Execution and management of all technical and field works, Augmentation of PTR works.Operation and Maintenance of all EHT lines and Sub-Stations of voltage level 220 KV and 132KV. Preventive maintenance, premonsoon inspections, routine patrolling of EHT lines, inspection of EHTsub-stations, major rectifications as per norms. Procurement proposals of T&P,vehicles,material required for operation and

			maintanance of lines and sub-stations, preparation and sanctioning of estimates (as per Monetary powers),calling tenders,entering agreements, and budget proposals.Monitoring and execution of construction works including system improvement schemes of concerned to the division
41	Sri U.Ramakrishna	AEE/T O/o.EE/O&M/Nunna	Works carried out are: 1)Processing of Estimates for the works to be carried out in the Division level 2) Monthly returns like MIS, KPI, Availability, Vehicles, Line losses, Accident reports, Healthyness of DC systems, Capacitor bank return, failure reports of 220 KV and above, Outages more than 12 Hrs, etc..3) Boundary Meters & Private Power developers readings and correspondence 4) Processing of manning bills of the Division, 5) SAP Correspondence regarding processing of bills, Material requisitions for material allotment, Material Indents, SR proposals, 6) Entering of agreements for the works to be carried out. 7) Quality Assurance Correspondence
42	Sri K. Siva Rama Krishna	DEE/M/220KV SS/Nunna	Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc.,
43	Vacant	AEE/M/220KVSS/Nunna	
44	Vacant	AEE/M/1321KVSS/ Rangannagudem	
45	Sri B. Srinivasa Rao	DEE/S/220KV SS/Nunna	
46	Sri V.V. Naveen Kumar		
47	Sri G. Adinarayana Rao		
48	Sri K.Krishna Reddy		
49	Sri Bavirisetty Srinivasa Rao	DEE/M/220KV SS/ Gudivada	Sub-Stations: Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power
50	Vacant	AEE/M/220KVSS/ Gudiwada	

51	Sri Y.Raviteja	AEE/M/132KVSS/ Chigurukota	Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc..,
52	Smt. A. Hema Switha	AEE/M/132KVSS/ Pamarru	
53	Smt. N. Hymavathi	132KVSS/ Machilipatnam	
54	Sri T.Raviteja	AEE/M/132KVSS/ Avanigadda	
55	Sri B. Lakshmi Naik	DEE/S/220KV SS/ Gudivada	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondance with LD/ shift regarding load flow of connected sub-stations etc..,Informing or assisting the maintenance works (i.e; Red hot recification works & LC works)
56	Sri K. Sunil Kumar		
57	Sri T.Naga Prasad Rao		
58	Sri M. Venkata Reddy		
59	Sri K. Syam Sundar	DEE/M/220KVSS/ Nuzividu	Sub-Stations: Maintenance of Sub-Station Swichgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works , also attending breakdown on the equipment, Estimates preparation for attending the works to be executed in Maintenance wing, ERP updation of maintenance works attended etc..,
60	Sri K.Ashok Kumar	AEE/M/220KVSS / Nuzividu	
61		FAC of AEE/M/132KVSS/ Narasapuram	
62	Sri P.Venkat Kumar (FAC)	AEE/M/132KVSS/ Kanumolu	
63	Sri M.Venkateswarulu	DEE/EHT Lines/Gunadala	Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Reducing the interruption time so that reliabilty of power supply will be maintained to the consumers thus fulfills our APTRANSCO Service Motto to AP Electricity consumers
64	Sri N. Siva Rama Durga Rao	AEE/EHT Lines-1/ Gunadala	
EE/MRT & TRANSFORMERS/VIJAYAWADA			

65	Sri T.Sreemannarayanamurthy	EE/MRT & Transformers / VJA	<p>Inspection of Testing and Commissioning of New equipments Viz Power Transformers, Breakers, Current Transformers, Potential Transformers, Capacitive Voltage Transformers, Different Relays, Energy Meters, Batteries, Battery Chargers and SCADA equipments of EHT Sub-Stations in Krishna District. Inspection of TRE and above O&M works in Krishna District. Trouble shooting of switchgear equipment, inspection of SCADA Works, Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on Current Transformers and Power Transformers, and attending emergencies for restoring the supply in various sub stations allocated to Krishna District. Sanction of Estimates as per the delegation of Powers. Coordination with Private Power Developers for Witness to Testing of Energy meters, Current Transformers and Potential Transformers along with M&P/APSPDCL wing. And making correspondence with higher officials, different equipment manufacturers and contractors for supply of equipment, spares and repairs.</p>
66	Smt. R. Sireesha	AEE/T O/o MRT & Trans./ VJA	<p>Scrutiny of MRT Sub-Divisions/ Vijayawada and TRE O&M works Estimates, processing the work bills, Temporary Advances, Permanent Imprest, TA Bills, Vehicle Bills, Maintenance of Stationary, Registers and processing the O&M and Technical Correspondence of MRT Vijayawada, TRE Sub-Divisions.</p>
67	Sri P. Anil Kumar	DEE/MRT-1 / OMC/ VJA	<p>Supervision of Testing and Commissioning of New equipments Viz Circuit Breakers, CTs, PTs, CVTs, Relays and PTRs at Voltage levels up to 220KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre- commissioning tests, trouble shooting of Switchgear & Protection equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated to MRT Sub-division/Vijayawada in Krishna District. MRT Sub-Division-1 /Vijayawada 1.220KV SS Gunadala 2. 220KV SS Kondapalli 3. 220KV SS Chillakallu 4.132KV SS Vijayawada 5. 132KV SS Khambhampadu 6.132KV SS Nuzividu 7. 132KV SS Nandigama 8.132KV SS Bhavanipuram 9.132KV GIS Mogalrajpuram 10.220KV Tiruvuru</p>

68	Sri Ch. Leela Satya Srinivas	AEE/MRT-I/OMC/VJA	Testing and Commissioning of New equipments Viz Breakers, CTS, PTs, CVTs, Relays and PTR at Voltage levels up to 220KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre-commissioning tests, trouble shooting of switchgear equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated to this sub-division in Krishna District.
69	Sri K.Subrahmanyam	AEE/MRT-II/OMC/VJA	Testing and Commissioning of New equipments Viz Breakers, CTS, PTs, CVTs, Relays and PTR at Voltage levels up to 220KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre-commissioning tests, trouble shooting of switchgear equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated to this sub-division in Krishna District.
70	Sri S.Laxmi Narayana	DEE/MRT-II/OMC/VJA	Testing and Commissioning of New equipments Viz Breakers, CTS, PTs, CVTs, Relays and PTR at Voltage levels up to 220KV and 400 KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre-commissioning tests, trouble shooting of switchgear equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated to this sub-division in Krishna District. 1.220KV SS Nunna 2. 220KV SS Gudiwada 3. 132KV SS Kanumolu 4.132KV SS Pamarru 5. 132KV SS Machilipatnam 6.132KV SS Avanigadda 7. 132KV SS Gangoor 8. 132KV SS Auto Nagar 9.132KV SS Rangannagudem 10.132KV SS Chigurukota 11.132KV SS Narasapuram
71	Sri V.Hareesh Kumar	AEE/MRT/SD-1/VJA utilising at AEE/TRE/VJA	Supervision of Testing & Commissioning of New/Old Power Transformers up to 220KV Voltage Level , Periodical Testing's on Power Transformers, Changing of OLTC Oil , Pre – Commissioning Tests, Oil Leakage Arresting works , Trouble Shooting on Equipments connected to Transformer like FCC, DM Box etc: and attending emergencies for restoring the supply in Various 220/132 KV Sub-Stations in Krishna Dist.

72	Sri T.Sambasiva rao	AEE/TRE & Protection/VJA	Supervision of Testing & Commissioning of New/Old Power Transformers up to 220KV Voltage Level , Periodical Testing's on Power Transformers, Changing of OLTC Oil , Pre –Commissioning Tests, Oil Leakage Arresting works , Trouble Shooting on Equipments connected to Transformer like FCC, DM Box etc: and attending emergencies for restoring the supply in Various 220/132 KV Sub-Station in Krishna Dist.
73	Sri M.Kiran	DEE/SLDC/Nunna	Inspection of works regarding Integration of RTUs to ALDC and maintenance of RTUs which include configuration of points and coordination with MRT & Telecom wings for correctness of data, downloading and validating of CMRI data and send to EBC.
74	Sri B. Teja Swaroopa	AE/ALDC/NUNNA	Integration of RTUs to ALDC and maintenance of RTUs which include configuration of points and coordination with MRT & Telecom wings for correctness of data, downloading and validating of CMRI data and send to EBC.
75	Sri P. Vara Prasad	DEE/OLT/VJA	Periodical Testing of existing 247 Power Transformers oil to diagnosis the healthiness of PTRs and prevent from failures , to communicate the test reports to concerned and store the data for record , Quality management of Oil testing Laboratory , under taking periodical calibration of Testing instruments , procurement of NABL accreditation in future for venturing in to lucrative commercial operations .
76	Smt. R.Rajeswarai	Jr.Engineer /Mech deputed from APGENCO	performing assistance in conducting periodical Testing of existing 247 Power Transformers in overall VJA Zone to diagnosis the Oil healthiness of PTRs and prevent from failures , to communicate the test reports to concerned and store the data for record .
EE/HOT LINES/VIJAYAWADA			

77	Sri V. Butchaiah Chowdary	EE/HL/VJA	<p>Coordination of various types of Hot Line works (list given below) employing Hotstick method and Bare Hand technique pertaining to 2 Nos. hotline sub divisions (Vijayawada & Nellore) in Vijayawada zone as per system exigencies. To monitor the Thermo-vision scanning and faults rectification works of various EHT substations & lines in 2 Nos. hotline sub divisions towards predictive maintenance. Exploration of various possibilities of earning revenue to APTRANSCO by taking up Hotline maintenance in private power utilities on chargeable basis. Exploration of new Hotline techniques in consultation with other Power utilities in the country. Strengthening of various Hot Line sub-divisions with required trained manpower in Engineering and O & M cadre by coordinating proposals from field officers in various Hot Line training programmes held at Hot Line Training Centre, Bangalore Scrutinizing of various proposals on Hot Line T & P, Hotline vehicles, Office buildings and Office furniture for the Hotline sub-divisions. Consolidation of Monthly performance report of all Hotline sub-divisions covering the various operations carried out by them and the resultant energy saving to APTRANSCO, whenever it is necessary. Providing of Group PA cover (insurance) to all Hotline trained and working staff. Conducting Co-ordination meetings with the Hotline teams periodically to discuss various issues pertaining to Hotlines which require attention of higher authorities. List of Hotline Maintenance works: Changing of flashed over, broken, chipped, air cracked insulators in tension, suspension, pilot strings on EHT towers and sub-stations of all EHT voltage levels i.e. from 132 KV to 400 KV. Providing of bypass jumpers to the faulty clamp droppers in sub-stations. Tightening of red hot/loose clamp bolts and nuts of various contacts in sub-stations. Providing of Bay to Bay bus droppers, to charge the new bays in the sub-stations. Providing of new bus isolator to bus droppers for commissioning of new lines, equipment viz. Power Transformers, Potential Transformers and also maintenance of bus isolators. Measurement of ground and phase to phase clearances in EHT lines and Substations. Measurement of bus isolator to bus droppers for the new Bus isolators. To monitor the Live Line Wet washing works, wherever and whenever the works taken up.</p>
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78	Sri K.V.J.Krishna Murthy	DEE/HL/VJA	Live line maintenance of EHT lines and Substations by using both Hot Stick Method, Bare Hand Technique Method and Live Line Wet washing, duly ensuring safety aspects. Scanning of EHT Sub-stations and EHT Lines. Programming for carrying-out Hot-line works in Vijayawada and Guntur OMC Circles.
79	Sri J. Mahesh Babu	AEE/HL/VJA	Live line maintenance of EHT lines and Substations by using both Hot Stick Method and Bare Hand Technique Method. Scanning of EHT Sub-stations and EHT Lines in Vijayawada and Guntur OMC Circles. Preparation of monthly progress reports, O&M staff & Manning correspondence and preparation of estimates and other office correspondence.
80	Sri M. Nagamalleswara Rao	AEE/HL/VJA	Live line maintenance of EHT lines and Substations by using both Hot Stick Method and Bare Hand Technique Method. Scanning of EHT Sub-stations and EHT Lines in Vijayawada and Guntur OMC Circles. Preparation of work Bills, Estimates and other correspondence of departmental and hire vehicles.
81	Sri V.V.Siva Prasad	AE/HL/VJA	Live line maintenance of EHT lines and Substations by using both Hot Stick Method and Bare Hand Technique Method. Scanning of EHT Sub-stations and EHT Lines in Vijayawada and Guntur OMC Circles. Preparation of work Bills, estimates and other correspondence EE's hire vehicle. Periodical maintenance and other T&P related matters.
EE/CONSTRUCTIONS/VIJAYAWADA			
82	Sri N.Sreenivasa Prabhu	EE/Construction/Vijayawada	Execution and management of all technical and field Construction works up to 220KV level and project incharge of all construction works in this Division and Sanctioning of Estimates vide T.O.O.No.CE (Transmission)/ Ms.No.933,dt.04-10-2018, calling tenders, entering agreements, prepare the budget proposals etc.,
83	Sri G.Sateesh Babu	AEE/TECH	1) Processing of estimates for the works to be sanctioned/routed through EE/Construction/Vijayawada. 2) Scrutiny of layout 3) Scrutiny of profile 4) Monthly returns. 5) Processing of Bills 6) SAP Correspondance 7) Technical assistance to EE/Construction/Vijayawada in all Technical, Accounts & Administration matters 8) Entering of agreements.
84	Sri K. Hari Prasad	DEE/Const./SD-I/VJA	Executing the construction works in the Construction, Sub-Division-I, Vijayawada
85	Sri N.Naga Nikhil Babu	AEE/Const./SD-I/VJA	Preparation of new EHT Sub-Station/ Line estimates, supervising of allotted construction works in the section
86	Sri P.V.S.R.Prasad	AEE/Const./SD-I/VJA	

87	Sri B.Kapurya	DEE/Const./SD-II/VJA	Executing the construction works in the Construction, Sub-Division-II, Vijayawada
88	Sri B.Moses Babu	AEE/Const./SD-II/VJA	Preparation of new EHT Sub-Station/ Line estimates, supervising of all construction works in the section
89	Sri I.Mohan Krishna	AEE/Const./SD-II/VJA	Preparation of new EHT Sub-Station/ Line estimates, supervising of all construction works in the section
90	Sri.CH.Amareswara Naga Raju	DEE/Const./SD-III/VJA	Executing the construction works in the Construction, Sub-Division-III, Vijayawada
91	Sri.K.Jagdeesh Babu	AEE/Const./SD-III	Preparation of new EHT Sub-Station/ Line estimates, supervising of all construction works in the section
92	Sri.M.Deva Sahayam	AEE/Const./SD-III	Preparation of new EHT Sub-Station/ Line estimates, supervising of all construction works in the section
93	Sri D.S. Bharathi Ramaswami	DEE/Constn./Stores/VJA	Over all incharge of TLC Stores, Vijayawada.
94	Sri V.Vijayendra	AEE/ID/Const./VJA	Incharge of issue and receipt of Indoor material.
95	Sri P. Satyanarayana Reddy	AEE/OD/Const./VJA	Incharge of issue and receipt of Outdoor material.
O&M STAFF			
96	Sri T. Srinivas	FM Gr-II	Assisting AEE/Hotlines/VJA in carrying out the Hotlines works
97	Sri V.Raja Babu	FM Gr-II	
98	Sri P. Bharat Kumar	LI	
99	Sri T. Venkata Ramana	CFM	Assisting stores AEE and AE in material issues, loading and unloading of materials
100	Sri D.Raju	ALM	Attends shift operator duties at 220KVSS/Nunna and attends Maintenance work of SS as per the instructions of DEE/M/220KVSS/Nunna.
101	Smt. A. Koteswari	SWG	Sweeping and cleaning of Substations premises 220KVSS/Gunadala
102	Smt. Shaik Mahabooni	SWG/SOR	Sweeping and cleaning of Substations premises in TRE Subdivision/Vijayawada
103	Sri P. Somaiah	Watchman	To Watch & ward and other duties.

II. Powers and Duties of officers and Staff

1	Superintending Engineer 400KV OMC Circle/Vijayawada	Overall supervision of 400kV Lines & Sub-Station in Vijayawada Circle for the jurisdiction of 08 No.s 400kV Construction & O&M Divisions (Payments, Budget Control, Exercising Administrative, technical and
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		Treasury functions of the entire Circle.
2	Deputy Executive Engineer/Tech 400KV OMC Circle,Vijayawada	Correspondences on all technical matters Estimates, Agreements, Tenders, Purchase Orders, Progress of works, Vehicle Estimates, O&M & MRT etc.,
3	Assistant Executive Engineer/Tech.-1 400KV OMC Circle,Vijayawada	To Assist the Deputy Executive Engineer/Technical in correspondence on all Technical matters, work progress of Construction works of 400kV OMC Circle, Vijayawada etc.
4	Assistant Executive Engineer/Tech.-2 400KV OMC Circle,Vijayawada	To Assist the Deputy Executive Engineer/Tech in correspondence of Krishnapatnam Division Construction works, O&M & MRT works of 400kV OMC Circle, Vijayawada.
5	Accounts Officer 400KV OMC/Circle/Vijayawada	Control of Accounts in Circle office i.e., Centralized payments, Drawing Account, Pre-Check of Work Bills, officer Purchase Bills, Submission of LOAs, Establishment Bills, Adminstration Correspondance, Pay Bills and other allied correspondence etc.,
6	JAO-1/400KV OMC/Circle/Vijayawada (On Deputation from Vizag Zone)	Preparation of Balance Sheet, Preparation of LOAs, Preparation of PPR, Annual Accounts, Budget and Allied correspondence on all Estt. Matters,
7	JAO-2/400KV OMC/ Circle/Vijayawada	Preparation of Trail Balance, Monthly Returns, AGs Audit, Internal Audit, Crop Compensation and other correspondence
8	JAO/400KV/Const./Vijayawada	Passing of Pay Bills and all correspondence of ADM Section, GPF sanctions, TA Bills, AARs, Property Returns, Medical Correspondance and other miscellaneous bills.

9	Sr. Assistant/Cash. /400KV OMC/Circle/Vijayawada	Maintenance of SAP Cash Book, Cheques, Work Bills, LOCs, Bank Reconciliation for both Receipts & Drawing Accounts and reconciliation work and other correspondence etc.
10	Office Sub-Ordinate- 1No.	To attend works in Accounts section.
O/o EE/400KV/VIJAYAWADA		
11	Executive Engineer 400KV Division/Vijayawada	To look after the works of 400KV Vemagiri - Kamavarapukota TMDC Line works, Land Acquisition of 400kV Gudiwada SS, Construction of proposed 400kV Gudiwada Substation & Duvva Substations and Connected Transmission lines .
12	Asst.Executive Engineer/Tech/ 400KV Division/ Vijayawada	All Technical Correspondence relating to 400KV Lines &Substation work of Vijayawada Division. Preparation of Estimates, Railway Crossing proposals, River Crossing, P&T Crossing, Sanction of Vehicle estimates and other miscellaneous works of Technical Section.
13	SWG	House keeping work of Division.
14	Deputy Executive Engineer 400KV SD-I/ Vijayawada	To look after the land acquisition of 400kV Gudiwada SS and its erection works, Erection of 400kV LILO 400kV Vemagiri - Sattenapalli & Vemagiri - Nunna DC lines to 400kV Gudiwada SS on Multi Circuit towers.
15	Assistant Executive Engineer 400KV SD-I/ Vijayawada	To assist the Deputy Executive Engineer-1 in executin of 400kV works i.e., the land acquisition of 400kV Gudiwada SS and LILO of 400kV Vemagiri - Sattenapalli & Vemagiri - Nunna DC lines to 400kV Gudiwada SS.
16	Deputy Executive Engineer 400KV SD-II/ Vijayawada	The Vehicle is essential for attending erection works of 400KV TMDC Line from Vemagiri to Kamavarapukota works & Erection of proposed 400kV Duvva SS.

17	Assistant Executive Engineer 400KV SD-II/ Vijayawada	To assist the Deputy Executive Engineer-II in erection works of 400kV TMDC line from Vemagiri to Kamavarapukota & Proposed 400kV Duvva Substation.
18	Deputy Executive Engineer 400KV SD-III/ Vijayawada	To look after the Erection works of 33kV Bay at 132kV Kamavarapukota SS for extending Station supply to 400kV Kamavarapukota SS and proposed 400kV QMDC line from Duvva to Guddigudem.
O/o EE/400KV/GUNTUR		
19	Executive Engineer 400KV Construction/ Guntur.	Supervision of Lines & Substation works of 400kV Construction Division, Guntur i.e., the erection works of 400/220kV GIS Tallayapalem in APCRDA Region and its connected Transmission Network, 125MVAR Reactor work at 400kV Sattenapalli SS, Re-routing of 400kV lines in APCRDA Region, erection of proposed 400/220kV CS Puram SS and 400kV QMDC line from CS Puram to Podili.
20	Assistant Executive Engineer/Tech 400KV Construction/Guntur	All Technical correspondences relating to 400KV Guntur Division. Preparation of estimates, railway crossings proposals, river crossing, P&T crossing, sanction of vehicle estimates and other miscellaneous works of Technical Section.
21	Deputy Executive Engineer 400KV Construction SD-I/Guntur.	To look after the erection of 125MVAR Reactor work at 400kV Sattenapalli SS, Proposed 400kV QMDC line from CS Puram to Podili & Balance works of 400KV DC Line from Podili to Sattenapalli.
22	Assistant Executive Engineer 400KV Construction SD-1/Guntur	To assist the Deputy Executive Engineer-1 in erection works of 125MVAR Reactor work at 400kV Sattenapalli SS, Proposed 400kV QMDC line from CS Puram to Podili.

23	Deputy Executive Engineer 400KV Construction SD-II/Guntur.	To look after the Erection works of 400KV Podili Sub-Station and 80MVAR Reactor work at Podili SS, Erection of 400KV GIS Tallayapalem, Re-routing of 400kV lines existing of 400kV DC line from VTPS to Sattenapalli & 400kV PGCIL line from Nunna to Nellore Cicuit -1 &2, 3&4, Erection of Proposed 400kV CS Puram and Connected line to 400kV Podili SS & 2No.s 400kV Bays at Podili.
24	Assistant Executive Engineer-1 400KV Construction SD-II/Guntur	To assist the Deputy Executive Engineer look after the Erection works of 400KV Podili Sub-Station and 80MVAR Reactor work at Podili SS, Erection of 400KV GIS Tallayapalem
25	Assistant Executive Engineer-2 400KV Construction SD-II/Guntur	To look after the Re-routing of 400kV lines work existing of 400kV DC line from VTPS to Sattenapalli & Existing of 400kV DC line from Nunna to Nellore in APCRDA Region, Erection of Proposed 400kV CS Puram and 2No.s 400kV Bays at Podilis SS.
O/o EE/400KV Civil/VIJAYAWADA		
26	Executive Engineer 400KV Civil / Vijayawada	To look after Civil works i.e., Erection of 400kV GIS Tallayapalem, 125MVAR Bus Reactor work at 400kV Sattenapalli SS & 4th ICT work at 400kV Manubolu SS, Diversion of lines in APCRDA Region & Proposed 400kV Gudiwada SS, 400KV Duvva SS and Connected Transmission Network.
27	Deputy Executive Engineer 400KV/Civil/VJA	The Civil Sub-division is looking after the Civil works of (1) 4th ICT works at Manubolu (2) Diversion of lines in APCRDA Region (3) Proposed 400kV Gudiwada SS, 400kV Duvva SS and connected Transmission lines.
28	Assistant Executive Engineer-1/ 400kV Civil/Vijayawada	To Look after the erection works of Proposed 400kV Duvva SS and 400kV QMDC line from Duvva to Gudigudem lines

29	Assistant Executive Engineer-2/ 400kV Civil SD/Vijayawada	To Assist the Deputy Executive Engineer/ Civil in Erection of 4th ICT work at Manubolu and Proposed LILO of 400kV Vemagiri to Sattenapalli & Vemagiri to Nunna to 400kV Gudiwada SS.
30	Assistant Engineer/ 400kV Civil SD/Vijayawada	To Assist the Deputy Executive Engineer/ Civil in Diversion of 400kV DC line from VTPS to Sattenapalli & 400kV PGCIL line from Nunna to Nellore Circuit -1&2, 3&4 and Proposed 400kV Gudiwada SS.
31	Deputy Executive Engineer /Civil/Survey SD/GNT	To look after the Erection Civil works of 400kV GIS Tallayapalem, 400kV Chialakaluripeta SS, Bay Extension at 765 kV PGCIL SS at Narasaraopeta, 125MVAR Reactor bay at Sattenapalli and Balance works of 400kV DC line from Podili to Sattenapalli.
32	Assistant Executive Engineer 400KV Civil Survey SD/GNT	To look after the Erection Civil works of 400kV GIS Tallayapalem, 125MVAR Reactor bay works at 400kV Sattenapalli SS, 400kV O&M Works in Guntur District, Proposed 400kV CS Puram and connected lines and Balance works of 400kV DC line from Podili to Sattenapalli.
33	Asst. Executive Engineer 400kV Civil/SD/Guntur	To assist the Deputy Executive Engineer in erection works of 400kV GIS Tallayapalem, 125MVAR Reactor bay works at 400kV Sattenapalli SS, 400kV O&M Works in Guntur District, Proposed 400kV CS Puram and connected lines and Balance works of 400kV DC line from Podili to Sattenapalli.
O/o EE/400KV/KRISHNAPATNAM, NELLORE		
34	Executive Engineer 400kV Construction/ Krishnapatnam	To look after the 400kV works i.e., 80 MVAR Bus Reactor at 400kV Podili SS, ICT works at 400kV Podili SS & 4th ICT works at 400KV SS, Manubolu.
35	Deputy Executive Engineer 400kV Construction/ Krishnapatnam	To look after the 400kV works i.e., 80 MVAR Bus Reactor at 400kV Podili SS, ICT works at 400kV Podili SS & 4th ICT works at 400KV

		SS, Manubolu.
36	Asst. Executive Engineer 400kV Construction/ Krishnapatnam	To assist the Deputy Executive Engineer in erection of 80MVAR Reactor work at 400kV Podili SS, ICT works at 400kV Podili SS & 4th ICT works at Manubolu SS.
EE/400KV O&M/Sattenapalli		
37	Executive Engineer 400KV O&M/ Sattenapalli SS	Execution of all technical, operation and maintenance of 400KV Sattenapalli SS. Inspection of EHT Substation and procurement proposals.
38	Assistant Executive Engineer/Tech O&M/400KV Sattenapalli SS	Processing of estimates for the works to be carried out in the division level, Monthly return like KPI,T/F availability details, Processing of manning bills, material requisitions & etc.,
39	Deputy Executive Engineer Maintenance 400KV Sattenapalli SS	Maintenance of Substation switchgear equipment as per maintenance schedule. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills.
40	Assistant Executive Engineer Maintenance 400KV Sattenapalli SS	Assistance to ADE/Maintenance/Sattenapalli for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills.
41	Deputy Executive Engineer 400kV Lines/ Sattenapalli	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sattenapalli Sub division.
42	Assistant Executive Engineer 400kV Lines/ Sattenapalli	To assist the Deputy Executive Engineer/Lines in regular inspection of 400kV Lines and their maintenance under their control.
43	Deputy Executive Engineer 400kV Lines/ Nunna	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sub division, Nunna.
44	Assistant Executive Engineer 400kV Lines/ Nunna	To assist the Deputy Executive Engineer/Lines in regular inspection of 400kV Lines and their maintenance under their control.

45	Deputy Executive Engineer Shift 400KV Sattenapalli SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
EE/400KV O&M/Podili		
46	Executive Engineer O&M 400KV Podili SS	Execution of all technical, operation and maintenance of 400KV Podili SS. Inspection of EHT Substation and procurement proposals.
47	Deputy Executive Engineer Maintenance 400KV Podili SS	Maintenance of Substation switchgear equipment as per maintenance schedule. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills.
48	Assistant Executive Engineer Maintenance 400KV Podili SS	Assistance to Deputy Executive Engineer/Maintenance for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills.
49	Deputy Executive Engineer Shift 400KV Podili SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
EE/400KV O&M/Manubolu		
50	Executive Engineer 400KV O&M/ Manubolu SS	Execution of all technical, operation and maintenance of 400KV Manubolu SS. Inspection of EHT Substation and procurement proposals.
51	Assistant Executive Engineer/Tech O&M/400KV Manubolu SS	Processing of estimates for the works to be carried out in the division level, Monthly return like KPI,T/F availability details, Processing of manning bills, material requisitions & etc.,
52	Deputy Executive Engineer Maintenance 400KV Manubolu SS	Maintenance of Substation switchgear equipment as per maintenance schedule. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills.

53	Assistant Executive Engineer Maintenance 400KV Manubolu SS	Assistance to Deputy Executive Engineer/Maintenance for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills.
54	Deputy Executive Engineer Shift 400KV Manubolu SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
55	Deputy Executive Engineer 400KV Lines Manubolu SS	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sub division, Manubolu.
56	Assistant Executive Engineer Shift/400KV Manubolu SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
DE/400KV/MRT/Vijayawada		
57	Divisional Engineer 400KV /MRT/Vijayawada	Inspection of MRT works of 400KV Sattenapallii Substation, proposal for procurement of tools necessary required, inspection of equipment protection and etc.
58	Assistant Executive Engineer/Tech 400KV/ MRT/Vijayawada	Processing of estimates for the works to be carried out in the division level, Processing of manning bills, ERP Correspondence like bills, requisitions & etc.,
59	Deputy Executive Engineer 400KV/MRT/Sattenapalli	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear Equipment in the 400kV Sattenapalli SS.
60	Assistant Executive Engineer/ MRT/ 400KV/Sattenapalli	Assistance to the Deputy Executive Engineer/MRT/ Sattenapalli in testing and Commissioning of Equipment, Peridical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,
61	Deputy Executive Engineer 400KV/MRT/Manubolu	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear

		Equipment in the 400kV Manubolu SS.
62	Assistant Executive Engineer/ MRT/ 400KV/Manubolu	Assistance to the Deputy Executive Engineer/MRT/Manubolu in testing and Commissioning of Equipment, Periodical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,
63	Deputy Executive Engineer 400KV/MRT/Podili	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear Equipment in the 400kV Podili SS.
64	Assistant Executive Engineer/ MRT/ 400KV/Podili	Assistance to the Deputy Executive Engineer/MRT/ Podili in testing and Commissioning of Equipment, Periodical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,

O/o Superintending Engineer/400kV OMC Circle, Vijayawada

1	Superintending Engineer 400KV OMC Circle/Vijayawada	Overall supervision of Construction/Operation & Maintenance of 400kV Lines & Sub-Station in Vijayawada Circle for the jurisdiction of 08 No.s 400kV Construction, Civil & O&M Divisions (Payments, Budget Control, Exercising Administrative, technical and Treasury functions of the entire Circle.
2	Deputy Executive Engineer/Tech 400KV OMC Circle, Vijayawada	Correspondences on all technical matters Estimates, Agreements, Tenders, Purchase Orders, Progress of works, Vehicle Estimates, O&M & MRT etc.,
3	Assistant Executive Engineer/Tech.-1 400KV OMC Circle, Vijayawada	To Assist the Deputy Executive Engineer/Tech in correspondence of O&M and MRT related works of 400kV OMC Circle, Vijayawada.
4	Assistant Executive Engineer/Tech.-2 400KV OMC Circle, Vijayawada	To Assist the Deputy Executive Engineer/ Technical in correspondence on all Technical matters, work progress of Construction works of 400kV OMC Circle, Vijayawada etc.

5	Accounts Officer 400KV OMC/Circle/Vijayawada	Control of Accounts in Circle office i.e., Centralized payments, Drawing Account, Pre-Check of Work Bills, officer Purchase Bills, Submission of LOAs, Establishment Bills, Adminstration Correspondance, Pay Bills and other allied correspondence etc.,
6	JAO-1/400KV OMC/ Circle/Vijayawada	Preparation of LOAs, Monthly Returns, AGs Audit, Internal Audit, Crop Compensation,TA Bills, AARs, Property Returns, Medical Corrspondence and other correspondence
7	JAO-2/400KV OMC/Circle/Vijayawada	Preparation of of Trail Balance, Balance Sheet, Preparation of PPR, Annual Accounts, Budget Maintenance of SAP Cash Book, Cheques, Work Bills, LOCs, Bank Reconciliation for both Receipts & Drawing Accounts and reconciliation work and other correspondence etc.
8	Office Sub-Ordinate- 1No.	To assists the Accounts Staff.
O/o EE/400KV/VIJAYAWADA		
9	Executive Engineer 400KV Division/Vijayawada	Supervision of 400kV lines & Substation in the 400kV Division,Vijayawada i.e,erection of 400KV Vemagiri - Kamavarapukota TMDC Line, erection of 400kV Gudiwada Ssand LILO of 400kV Vemagiri-Nunna & Nunna-Sattenapalli to 400kV Gudiwada SS.
10	Deputy Executive Engineer 400KV SD-I/ Vijayawada	To look after the Construction works of 400kV Gudiwada SS.
11	Assistant Executive Engineer 400KV SD-I/ Vijayawada	To assist the Deputy Executive Engineer-1 in executin of 400kV Gudiwada SS Works.
12	Deputy Executive Engineer 400KV SD-II/ Vijayawada	To look after the erection works of 400kV TMDC line from Vemagiri to Kamavarapukota.
13	Assistant Executive Engineer 400KV SD-II/ Vijayawada	To assist the Deputy Executive Engineer-2 in erection works of 400kV TMDC line from Vemagiri to Kamavarapukota.
14	Deputy Executive Engineer 400KV SD-III/ Vijayawada	To look after the Erection works of LILO of 400kV Vemagiri - Sattenapalli/Vemagiri - Nunna to 400kV Gudivada Substation.

15	SWG	House keeping work of Division.
O/o EE/400KV/GUNTUR		
16	Executive Engineer 400KV Construction/ Guntur.	Supervision of Lines & Substation works of 400kV Construction Division, Guntur i.e., the erection works of 400/220kV GIS Tallayapalem in APCRDA Region & Re-routing of existing (i) 400kV VTPS-Sattenapalli (ii) 400kV PGCIL Nunna/VTPS to Nellore Circuit-1&2,3&4 in APCRDA Region & Kurnool Road National Highway work.
17	Assistant Executive Engineer/Tech 400KV Construction/Guntur	All Technical correspondences relating to 400KV Guntur Division. Preparation of estimates, railway crossings proposals, River crossing, P&T crossing, sanction of vehicle estimates and other miscellaneous works of 400kV Division.
18	Deputy Executive Engineer 400KV Construction SD-I/Guntur.	To look after the balance works of 125MVAR Bus Reactor work at 400kV Sattenapalli SS and Kurnool National Highway Road widening. Erection of 2Nos. Towers.
19	Assistant Executive Engineer 400KV Construction SD-1/Guntur	To look after the re-routing of existing (i) 400kV VTPS-Sattenapalli (ii) 400kV PGCIL Nunna to Nellore Circuit-1&2, 3&4 & Kurnool Road National Highway, DC work.
20	Deputy Executive Engineer 400KV Construction SD-II/Guntur.	To look after the Erection works Erection of 400KV GIS Tallayapalem, Re-routing of 400kV lines existing of 400kV DC line from VTPS to Sattenapalli & 400kV PGCIL line from Nunna to Nellore Circuit - 1 &2, 3&4,
21	Assistant Executive Engineer 400KV Construction SD-II/Guntur	To assist the Deputy Executive Engineer look after the Erection works.
O/o EE/400KV Civil/VIJAYAWADA		
22	Executive Engineer 400KV Civil / Vijayawada	To look after Civil works i.e., Erection of 400kV Gudivada Substation and LILO of 400kV Vemagiri-Sattenapalli & Vemagiri-Nunna DC lines to 400kV Gudivada SS.

23	Deputy Executive Engineer 400KV/Civil/VJA	The Civil Sub-division is looking after the Civil works of 400kV Gudivada Substation and LILO of 400kV Vemagiri-Sattenapalli & Vemagiri-Nunna DC lines to 400kV Gudivada SS.
24	Assistant Executive Engineer/ 400kV Civil/Vijayawada	To look after the erection works of 400kV Gudivada Substation and LILO of 400kV Vemagiri-Sattenapalli & Vemagiri-Nunna DC lines to 400kV Gudivada SS.
25	Deputy Executive Engineer 400KV Civil Survey SD/GNT	To look after the Erection Civil works under the control of Executive Engineer/Civil C&M/Guntur i.e.,400kV GIS Tallayapalem, Re-routing of existing (i) 400kV VTPS-Sattenapalli (ii) 400kV PGCIL Nunna/VTPS to Nellore Circuit-1&2,3&4 in APCRDA Region and 400kV O&M Works in Guntur District.
26	Assistant Executive Engineer 400kV Civil/SD/Guntur	To assist the Deputy Executive Engineer/Civil in erection works of 400kV GIS Tallayapalem, Re-routing of existing (i) 400kV VTPS-Sattenapalli (ii) 400kV PGCIL Nunna/VTPS to Nellore Circuit-1&2,3&4 in APCRDA Region and 400kV O&M Works in Guntur District.
O/o EE/400KV/KRISHNAPATNAM, NELLORE		
27	Executive Engineer 400kV Construction/ Krishnapatnam	To look after the 400kV works 4th ICT works at 400KV SS, Manubolu and proposed 400kV QMDC Interlinking line of 400kV Krishnapatnam - Manubolu to M/s.Sembcorp plant.
28	Assistant Executive Engineer/Tech 400KV Construction/Krishnapatnam	All Technical correspondences relating to 400KV Krishnapatnam Division. Preparation of estimates, sanction of vehicle estimates and other miscellaneous works of the Division.
29	Deputy Executive Engineer 400kV Construction/ Krishnapatnam	To look after the 400kV works 4th ICT works at 400KV SS, Manubolu and proposed 400kV QMDC Interlinking line of 400kV Krishnapatnam - Manubolu to M/s.Sembcorp plant.
30	Asst. Executive Engineer 400kV Construction/ Krishnapatnam	To assist the Deputy Executive Engineer in erection of 4th ICT works at 400KV SS, Manubolu and proposed 400kV QMDC Interlinking line of 400kV Krishnapatnam -Manubolu to M/s.Sembcorp plant.

EE/400KV O&M/Sattenapalli		
31	Executive Engineer 400KV O&M/ Sattenapalli SS	Execution of all technical, operation and maintenance of 400KV Sattenapalli SS & 400KV Lines. Inspection of EHT Substation and procurement proposals.
32	Assistant Executive Engineer/Tech O&M/400KV Sattenapalli SS	Processing of estimates for the works to be carried out in the division level, Monthly return like KPI,T/F availability details, Processing of manning bills, material requisitions & etc.,
33	Deputy Executive Engineer Maintenance 400KV Sattenapalli SS	Maintenance of Substation switchgear equipment as per maintenance schedule and attending emergencies if any. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills etc.
34	Assistant Executive Engineer Maintenance 400KV Sattenapalli SS	Assistance to DEE/Maintenance/Sattenapalli for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills, work bills etc.
35	Deputy Executive Engineer 400kV Lines/ Sattenapalli	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sattenapalli Sub division.
36	Assistant Executive Engineer 400kV Lines/ Sattenapalli	To assist the Deputy Executive Engineer/Lines in regular inspection of 400kV Lines and their maintenance under their control.
37	Deputy Executive Engineer 400kV Lines/ Nunna	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sub division, Nunna.
38	Assistant Executive Engineer 400kV Lines/ Nunna	To assist the Deputy Executive Engineer/Lines in regular inspection of 400kV Lines and their maintenance under their control.
39	Deputy Executive Engineer Shift 400KV Sattenapalli SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
EE/400KV O&M/Podili		
40	Executive Engineer O&M 400KV Podili SS	Execution of all technical, operation and maintenance of 400KV Podili SS. Inspection of EHT Substation and procurement proposals.

41	Deputy Executive Engineer Maintenance 400KV Podili SS	Maintenance of Substation switchgear equipment as per maintenance schedule, also attending emergencies if any. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills.
42	Assistant Executive Engineer Maintenance 400KV Podili SS	Assistance to Deputy Executive Engineer/ Maintenance for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills.
43	Deputy Executive Engineer Shift 400KV Podili SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
EE/400KV O&M/Manubolu		
44	Executive Engineer 400KV O&M/ Manubolu SS	Execution of all technical, operation and maintenance of 400KV Manubolu SS & 400KV Lines. Inspection of EHT Substation and procurement proposals.
45	Assistant Executive Engineer/Tech O&M/400KV Manubolu SS	Processing of estimates for the works to be carried out in the division level, Monthly return like KPI,T/F availability details, Processing of manning & work bills, material requisitions & etc.,
46	Deputy Executive Engineer Maintenance 400KV Manubolu SS	Maintenance of Substation switchgear equipment as per maintenance schedule and attending emergencies if any. Estimate preparation for material required for maintenance wing, Monthly returns & Manning bills etc.
47	Assistant Executive Engineer Maintenance 400KV Manubolu SS	Assistance to Deputy Executive Engineer/ Maintenance for doing above said functions. Attending periodical maintenance of works in substation, monthly returns & manning bills.
48	Deputy Executive Engineer Shift 400KV Manubolu SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
49	Deputy Executive Engineer 400KV Lines Manubolu SS	To Look after the Operation and Maintenance of 400kV lines under the control of 400kV Lines Sub division, Manubolu.

50	Assistant Executive Engineer Shift/400KV Manubolu SS	Attending all shift duties such as maintenance of daily log sheets, log books, issuing of Line clears whenever required, monitoring of loads and correspondence with load dispatch etc.
DE/400KV/MRT/Vijayawada		
51	Divisional Engineer 400KV /MRT/Vijayawada	Look after the MRT works (Construction & O&M) of 400KV OMC Circle, Vijayawada, proposal for procurement of tools necessary required, inspection of equipment protection and etc.
52	Assistant Executive Engineer/Tech 400KV/ MRT/Vijayawada	Processing of estimates for the works to be carried out in the division level, Processing of manning bills, ERP Correspondence like bills, requisitions & etc.,
53	Deputy Executive Engineer 400KV/MRT/Sattenapalli	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear Equipment in the 400kV Sattenapalli SS.
54	Assistant Executive Engineer/ MRT/ 400KV/Sattenapalli	Assistance to the Deputy Executive Engineer/MRT/Sattenapalli in testing and Commissioning of Equipment, Peridical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,
55	Deputy Executive Engineer 400KV/MRT/Manubolu	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear Equipment in the 400kV Manubolu SS.
56	Assistant Executive Engineer/ MRT/ 400KV/Manubolu	Assistance to the Deputy Executive Engineer/MRT/Manubolu in testing and Commissioning of Equipment, Peridical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,
57	Deputy Executive Engineer 400KV/MRT/Podili	Supervision of testing and commissioning of equipments and periodical testing of Energy Meters, Trouble shooting of Switchgear Equipment in the 400kV Podili SS.
58	Assistant Executive Engineer/ MRT/ 400KV/Podili	Assistance to the Deputy Executive Engineer/MRT/Podili in testing and Commissioning of Equipment, Periodical Testing of Energy Meters and Trouble Shooting of Switch gear equipment and etc.,

O/o The Superintending Engineer/OMC Circle/Ongole:-

Sl.No	Designation of the Officer	Duties entrusted
1	Superintending Engineer / OMC / Ongole	In charge of operation, Maintenance and Construction of all EHT Lines and Sub-Stations of 220kv and 132kv in Ongole-Dist, recommending pension proposals, audit replies
2	Executive Engineer /Transmission	Over all in-charge for o/o SE/OMC/Ongole to look after all the correspondence related to all technical matters.
3	Deputy Executive Engineer/Tech.,	Over all in-charge for o/o SE/OMC/Ongole to look after all the correspondence related to all technical matters.
4	Assistant Executive Engineer/ Tech – 1	Overall in charge of technical correspondence being processed in OMC Circle like processing and sanctioning of estimates, tender processing, awarding of works, procurement of material under the monitory powers of SE/OMC/Ongole. Overall in charge of technical correspondence being processed in OMC Circle like processing and sanctioning of estimates, tender processing, awarding of works, procurement of material under the monitory powers of SE/OMC/Ongole. Scrutiny of all kinds of estimates, preparation of tenders and agreements for works, internal and ag audit para replies in respect of technical wing etc.,
5	Assistant Executive Engineer/ Tech – 2,	Consolidation of all kinds of material indents for procurement process, tendering, seeing of procurement of material process etc. Preparation of information in respect of Quality Assurance and Quality control remarks, proper maintaining of land holding details, correspondence of power transformers and transformer oil and any other miscellaneous correspondence.

2. Executive Engineer/O&M/Ongole & Podili:-

1	Executive Engineer/O&M/Ongole & Podili	Over all in-charge for operation and maintenance of EHT Lines and Sub-Stations in O&M Division and technical sanctions, scrutiny of all O&M estimates under the monitory powers of Executive Engineer/Elecl, passing of telephone bills, TA Bills, Manning Bills, and other bills, Tender processing, awarding of works .inspection of Sub-Station, Lines, scrutiny of SR proposals replies to audit paras etc.,
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2	Deputy Executive Engineers/220KV SS/Maintenance (5-Nos Sub-Station)	Monitoring maintenance of 220 KV SS, 132 KV SS equipments, Attending Emergency work, preparing of Estimates and Indents drawing of materials from Stores, replacement of failed equipments.
3	Deputy Executive Engineers/Shifts	Shift duties
4	Deputy Executive Engineer/Lines Lines/Ongole & Markapur (2-Nos. Lines)	Attending emergency work, preparing of estimates and indents drawing of materials from stores, patrolling of EHT Lines attending breakdown works of lines Ongole & Markapur.
5	Assistant Executive Engineers /Maint/132KVSSs (18-Nos, Sub-Station)	Maintenance of 132KV Substation equipments, attending emergency work, preparing of estimates and indents drawing of materials from stores, replacement of failed equipments
6	Assistant Executive Engineer/EHT Lines Lines/Ongole, Podili, Markapur (3-Nos. Lines)	Attending emergency work, preparing of estimates and indents drawing of materials from stores, patrolling of EHT Lines attending breakdown works of lines Ongole, Podili & Markapur.

3. MRT & Transformers/Ongole:-

1	Executive Engineer/MRT & Trans/Ongole	Inspection, Testing and Commissioning of New equipments Viz Circuit Breakers, CTs, PTs, CVTs, Relays and PTRs at Voltage levels up to 220KV and 400KV at EHT Substations of TL&SS Circle and attending periodical testing of Private power developers (PPDs) and EHT Industrial Feeders in Ongole district
2	Assistant Executive Engineer/Technical	All Correspondence and day to day works
3	Deputy Executive Engineer/MRT/Ongole	Supervision of Testing and Commissioning of New equipments Viz Circuit Breakers, CTs, PTs, CVTs, Relays and PTRs at Voltage levels up to 220KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre-commissioning tests, trouble shooting of Switchgear & Protection equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated in Ongole, Prakasam District
4	Assistant Executive Engineer /MRT/Ongole	Testing and Commissioning of New equipments Viz Breakers, CTS, PTs, CVTs, Relays and PTR at Voltage levels up to 220KV at EHT Substations. Periodical Testing of Energy Meters, Relays, and Tan-Delta testing on CTs and PTRs. Pre-commissioning tests, trouble shooting of switchgear equipment, attending SCADA Works and attending emergencies for restoring the supply in various sub stations allocated to this sub-division in

		Ongole, Prakasam District.
5	Deputy Executive Engineer / MRT/Podili	Deputy Executive Engineer/MRT/Podili (C/a Dy.EE / TRE&Prot / Ongole) is responsible for supervision of both the construction and O&M works related to power transformers in SPSR Ongole and Prakasam Districts. Undertakes loading, unloading, erection and testing and commissioning of power transformers. Attends day to day complaints on power transformers. The following Sub-Stations are allotted to TRE Sub-Division/TL&SS Ongole in Ongole Circle.
6	Assistant Executive Engineer/MRT / Podili	Assistant Executive Engineers / MRT / Podili is responsible for both the construction and O&M works related to power transformers in SPSR Ongole and Prakasam Districts. Undertakes loading, unloading, erection and testing and commissioning of power transformers. Attends day to day complaints on power transformers
7	Assistant Executive Engineer/TRE / Podili	

4. Executive Engineer / Construction / Ongole:-

1	Executive Engineer	Construction of new EHT sub-stations, lines etc as per the administrative approvals of APTRANSCO.
2	Assistant Executive Engineer/Technical	All Correspondence and day to day works
3	Deputy Executive Engineers /TLC / SS / SD/Ongole.	Construction of new EHT sub-stations (220KV, 132 KV Level) as per the administrative approvals
4	Assistant Executive Engineer/TLC SS/SD/ Ongole	
5	Assistant Executive Engineer/TLC SS/SD/ Ongole	
6	Assistant Executive Engineer/Stores/SD/ Ongole	All Stores works at Ongole
7	Deputy Executive Engineer /TLC Lines / SD/Ongole	Construction of new EHT Lines (220KV and 132KV level) as per the administrative approvals of APTRANSCO.
8	Assistant Executive Engineer/TLC SS/SD/ Ongole	
9	Assistant Executive Engineer/TLC SS/SD/ Podili.	
10	Deputy Executive Engineers /400KV/Const/Ongole.	Construction of new 400KV Lines (220KV and 132KV level) as per the administrative approvals of

11	Assistant Executive Engineers /400KV/Const/Ongole (C/A the post of AEE/Lines/Ongole).	APTRANSCO.
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**I. Engineering, Accounts, P&G and O&M Services
(Proposals which are onward submission to Head Quarters/Zonal Office for further sanction
pertaining to all services).**

1. General Provident fund (Part Final & Temporary Advance).
2. Medical Reimbursement Bills.
3. Proposal for Credit Card.
4. Pension Proposals
5. Proposal for Advance for purchase of Motor Car.
6. Post-Graduation Increments.
7. Additional Charge proposals.
8. Request Transfers.
9. Pay Anomalies.
10. Leave Travel Concession.
11. NOC to Obtain Indian Passport / Study Higher Studies.
12. Proposals for sanction of House Building Advance.
13. Approval of Tour Diaries.

Reports:

1. Annual Appraisal Reports (**AARs**).
2. Key Performance Indicators (**KPI**).
3. Property Returns.
4. File Disposal
5. Monthly Information System(**MIS**).

O/o Chief Engineer/Power Systems, Planning & Designs/APTRANSCO

SL. No.	Designation	Functions & Duties
1	Superintending Engineer/Planning & Design	<ul style="list-style-type: none"> • Supervision of works being done by Planning Division. • Supervision of works done by Commercial Division. • Supervision of works done by Designs/ Electrical Division. • Supervision of works done by Designs/ Civil Division. • Supervision of works done by RAC / Division.

PLANNING DIVISION

Sl. No.	Designation	Functions & Duties
1	Executive Engineer/Transmission Planning	This division is working on Arc GIS software as per the CMD Sir Instructions and developing Data models for different functions in APTRANSCO and integration with SLDC & SAP. Developing various map themes for Transmission, Construction, Power Systems, SLDC wings so as to enable these wings to utilize the services and better function of organization. Mapping of all APTRANSCO assets, Developing APTRANSCO Grid Map and updating as per the instruction of higher authorities.
2	Sub Divisions: Dy. Executive Engineer- I	The Sub-Divisions-I, II, III & IV are working under Executive Engineer/ Transmission Planning. Working on Arc GIS Software for developing Data models for different functions in

	<p>Dy. Executive Engineer- II</p> <p>Dy. Executive Engineer- III</p> <p>Dy. Executive Engineer- IV</p>	<p>APTRANSCO and integration with SLDC & SAP. Developing various map themes for Transmission, Construction, Power Systems and SLDC wings so as to enable these wings to utilize the services and better function of organization. Mapping of all APTRANSCO assets, Developing APTRANSCO Grid Map and updating as per the instruction of higher authorities.</p> <p>DEE-I & DEE-II are working on 400KV & 220KV Lines & Sub Stations. DEE-III & DEE-IV are working on 132KV Lines & Sub Stations. Appraising the daily program to CMD Sir.</p>
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COMMERCIAL DIVISION

Sl. No.	Designation	Functions & Duties
1	Executive Engineer - Commercial(Open Access, Bulk Loads & Connectivity)	<ul style="list-style-type: none"> a. Over all monitoring of Commercial activities dealing with Open access transactions and Transmission and SLDC Charges. b. Co-ordination and supervision in respect of release of New/Additional Loads at 132kV and above voltages c. Connectivity approval of new generators.
2	Deputy Executive Engineer(Bulk Loads) & Assistant Executive Engineer(Bulk Loads)	<ul style="list-style-type: none"> a. Nodal Agency for processing, finalization & Release of New/Additional Loads to the Bulk Load consumers at 132 KV potential and above. b. Receives the application from the APDISCOMS/ Industries Department & obtains the necessary field feasibility proposals from Zonal Chief Engineers for conducting the system studies and obtain the final feasibility from the power system wing. c. Communicates the final feasibility to the consumer to obtain their consent. The

		<p>consent obtained from the consumer along with Power System final feasibility will be forwarded to the Construction wing to obtain the Scheme cost.</p> <p>d. Communicates the scheme cost to the consumer for payment. As a Nodal agency receives the payment from the consumer and intimate the same to the Construction wing and the Construction wing directly deals with the consumer until completion of the works.</p> <p>e. After completion of works, Construction wing gives the works completion report and as a nodal agency issues the Release Order to the concerned Discoms.</p>
3	Deputy Executive Engineer(Open Access) & Assistant Executive Engineer (Open Access)	<p>a. Processing and Issuing of LTOA approvals in the capacity of Nodal Agency.</p> <p>b. Conclusion of all Open Access agreements (Long Term & Short Term) for all intra state approvals where APTRANSCO network intervenes and Long Term Transmission Service Agreements between APTRANSCO and Discoms.</p> <p>c. Monitoring &Confirmation of approved capacitiesmonthly in SAP for raisingdemands towardsTransmission & SLDC Charges of intrastate Open access transactions i.e., Discoms, Wheeling Generators & Long term Open Access users (Captive / Third party).</p> <p>d. Reviewing all interstate (IEX/PXI, SRLDC, WRLDC, NRLDC, NERLDC, ERLDC) transactions for the received amount towards transmission & SLDC charges for every month against MWHs and communicating respective IEX or RLDC's for any discrepancies.</p> <p>e. Reviewing of the received amount towards PoC (YTC)charges as per the orders issued by APERC & CERC.</p> <p>f. Filing of counters in respect of W.P. filed by applicants in Hon'ble APERC & CERC,</p>

		Hon'ble Courts & Appellate Tribunal for Electricity regarding Open Access charges. g. Issuing of NOCs in respect of Inter-State LTOA transactions.
4	Deputy Executive Engineer (Connectivity) & Assistant Executive Engineer (Connectivity)	a. Processing of application of new Generators seeking Grid Connectivity at EHT level as per T.O.O.1727 dt:03.07.2020 duly obtaining the field feasibility & Power Systems feasibility. b. Issuing Grid Connectivity Permit Form duly ensuring all the requisites as per the T.O.O.1727 dt:03.07.2020. c. Concluding grid connectivity agreements complying AP Grid Code (yet to be finalized by APERC). d. Maintaining status of the generators for which connectivity was accorded until the Projects are made commercially operational..

DESIGNS/CIVIL DIVISION

Sl. No.	Designation	Functions & Duties
1.	Executive Engineer/Civil/Designs	1. Designs of all civil works such as control house building, fire protection walls, compound walls, Drainage system, Cable trenches, retaining walls, Roads, foundations of equipment in switch yard in all 132KVSS & 220KVSS.
2	Dy.EE-I/civil/Designs	2. Designs of all Civil works such as control house building, fire protection walls, compound walls, Drainage system, Cable trenches ,Retaining walls, Roads, fire fighting water tanks ,Pump house, Culverts, Diesel Generator Shed in 400KVSS. 3. Designs of 132KV, 220KV and 400KV River

		Crossing tower foundations.
3	Dy.EE-II/civil/Designs	4. Designs of Vidyut Soudha, Zonal offices, Circle offices, oil testing lab buildings.
		5. Designs of GIS Substation- steel structure of pre-Engineered Buildings (PEBs), Crane & Gantry girders
4	AEE-I/civil/Designs	6. Designs of foundations of special structures such as Mono Poles, JC towers.
		7. Up gradation of existing designs as per the recommendations of BIS reviews.
5	AEE-II/civil/Designs	8. Scrutiny of civil Estimates, Supplemental Deviation and price variations of 400KV Substation and Transmission lines.

DESIGNS / ELECTRICAL DIVISION

Sl. No.	Designation	Functions & Duties
1	EE/Designs	<p style="text-align: center;">THE DESIGNS DIVISION WORKS RELATED TO SUBSTATIONS:</p> <p>1) Scrutiny of existing substation structures and towers and BOM, strengthening of existing SS structures from 33KV to 400KV level.</p> <p>2) Scrutiny of Earth Mat design of all new & existing substations from 132KV to 400KV level.</p> <p>3) Scrutiny and Finalizing of Substation Layouts.</p>

		<p>4) Scrutiny and Finalizing of DSLP design calculations, Fire fighting system related to 400KV Substation works.</p> <p>5) Scrutiny of GTP's of all accessories related to substations level.</p> <p>6) Scrutiny of drawings & BOMs of all old and existing structures and towers in substations from 33KV to 400KV level.</p> <p>7) Proto Inspection of all auxiliary structures and towers related to substations.</p> <p>THE DESIGNS DIVISION WORKS RELATED TO TRANSMISSION LINES:</p> <p>1) Scrutiny of existing tower designs and BOM, strengthening of existing Line designs from 33KV to 400KV level.</p> <p>2) Revision of existing tower and foundation designs of all 132KV, 220KV lines.</p> <p>3) Scrutiny of Profiles, Tower Schedules & BOMs of all new ongoing projects and existing lines in specific cases from 132KV to 400KV level.</p> <p>4) Analyzing Sag-Tension calculations and preparing and scrutinizing the Stringing charts required for transmission line stringing works.</p> <p>5) Scrutiny of GTP's of all accessories related to transmission lines.</p> <p>6) Scrutiny of drawings & BOMs of all old and existing towers in transmission lines from 33KV to 400KV level.</p> <p>7) Proto Inspection of Towers related to Transmission lines at concerned Fabricators.</p> <p>8) Vetting/Developing new designs based on site specific requirements.</p>
2	Dy.EE-1/Designs	THE DESIGNS DIVISION WORKS RELATED TO

		<p style="text-align: center;">SUBSTATIONS:</p> <p>1) Scrutiny of existing substation structures and towers and BOM, strengthening of existing SS structures depending on the site specific problems from 33KV to 400KV level suitable to Twin Moose and Quad Moose designs.</p> <p>2) Scrutiny of Earth Mat design of all new substations and existing substations in specific cases from 132KV to 400KV level.</p> <p>3) Scrutiny and Finalizing of Substation Layouts and Accommodating the equipment suitable for economic space utilization from 132KV to 400KV level.</p> <p>4) Scrutiny and Finalizing of DSLP design calculations, Fire fighting system related to 400KV Substation works.</p> <p>5) Scrutiny of GTP's of all accessories related to substations level.</p> <p>6) Scrutiny of drawings & BOMs of all old and existing structures and towers in substations from 33KV to 400KV level.</p> <p>7) Proto Inspection of all auxiliary structures and towers related to substations at concerned Fabricators.</p>
3	Dy.EE-2/Designs	<p style="text-align: center;">THE DESIGNS DIVISION WORKS RELATED TO TRANSMISSION LINES:</p> <p>1) Scrutiny of existing tower designs and BOM, strengthening of existing Line designs depending on the site specific problems from 33KV to 400KV level with different conductors in Wind Zone-3 & Wind Zone-5.</p> <p>2) Revision of existing tower and foundation designs of all 132KV, 220KV lines with MS & HT Steel duly demarcating Wind Zones-3 & 5 and related modifications for real time usage in coming up new projects.</p> <p>3) Scrutiny of Profiles, Tower Schedules & BOMs of all new ongoing projects and existing lines in specific cases</p>

		<p>from 132KV to 400KV level.</p> <p>4) Analyzing Sag-Tension calculations and preparing and scrutinizing the Stringing charts required for transmission line stringing works.</p> <p>5) Scrutiny of GTP's of all accessories related to transmission lines.</p> <p>6) Scrutiny of drawings & BOMs of all old and existing towers in transmission lines from 33KV to 400KV level.</p> <p>7) Proto Inspection of Towers related to Transmission lines at concerned Fabricators.</p> <p>8) Vetting/Developing new designs based on site specific requirements.</p>
4	AEE/Designs	<p>DESIGNS DIVISION WORKS RELATED TO SUBSTATIONS:</p> <p>1) Scrutiny of existing substation structures and towers and BOM.</p> <p>2) Scrutiny and Finalizing of Substation Layouts and Accommodating the equipment suitable for economic space utilization from 132KV to 400KV level.</p> <p>3) Scrutiny of Fire fighting system layouts related to 400KV Substation works.</p> <p>4) Scrutiny of GTP's of all accessories related to substations level.</p> <p>5) Scrutiny of drawings & BOMs of all old and existing structures and towers in substations from 33KV to 400KV level.</p> <p>DESIGNS DIVISION WORKS RELATED TO TRANSMISSION LINES:</p> <p>1) Revision of existing tower designs of all 132KV, 220KV lines with MS & HT Steel duly demarcating Wind Zones-3 & 5 and related modifications for real time usage in coming up new projects.</p>

		<p>2) Analysis on suitability of various conductors for new lines as well as reconductoring of existing lines based on ohmic loss calculations</p> <p>3) Scrutiny of Profiles, Tower Schedules & BOMs of all new ongoing projects and existing lines in specific cases from 132KV to 400KV level.</p> <p>4) Scrutiny of GTP's of all accessories related to transmission lines.</p> <p>5) Scrutiny of drawings & BOMs of all old and existing towers in transmission lines from 33KV to 400KV level.</p>
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RAC & REFORMS DIVISION

Sl. No.	Designation	Functions & Duties
1	Executive Engineer/ Regulatory Affairs	<ul style="list-style-type: none"> • In charge of overall supervision of Regulatory Affairs.
2	Deputy Executive Engineer (RAC & Reforms)	<ul style="list-style-type: none"> • Collection of data from all the wings in APTRANSCO and prepare the data & submit ARR and FPT filings for APTRANSCO and SLDC to APERC • Follow up action on Additional information called for after filings of ARR and Tariff. • Replies to objections on ARR & Tariff filings and attending public hearings. • Filing of True up Petition before APERC as and when required. • Filing of Tariff Petitions in CERC and APERC for determination Tariff for Assets belongs to APTRANSCO being utilized for flow of interstate power. • Filing of Tariff Petitions in CERC for determination Tariff for Inter State lines belongs to APTRANSCO. • Filing of Tariff Petitions in APERC for determination Tariff for Assets belongs to APTRANSCO being utilized for flow of interstate power.

3	Assistant Executive Engineer (RAC & Reforms)	<ul style="list-style-type: none"> • Review petition on Tariff order, if necessary. • Submitting returns to APERC in prescribed format. • Directives implementations and follow up with all HODs and preparation of notes etc. • Preparation and submission of APTRANSCO comments on various draft regulations notified by CERC, MOP, CEA and APERC. • Co-ordination works with DISCOMs regarding Retail Supply Tariffs and filing of petition to be filed before APERC and appellate tribunal. • State Co-ordination forum follow up. • Furnishing replies to the remarks of AG Audit. • General and other miscellaneous correspondence. • General works as directed by Management.
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CHIEF ENGINEER/TRANSMISSION

S.No.	DESIGNATION	WORKS ENTRUSTED
1	Chief Engineer/ Transmission	In Charge of Transmission Wing 1. O&M works of all lines and Substations 2. Procurement and Material management for O&M works.
2	AEE/Technical	Peshi works of CE/Transmission
TRANSMISSION		
3	SE/Transmission	Supervising the Works related to O&M & RMI of all lines & Substations.
TRANSFORMERS DIVISION		
4	EE/Transformers	Augmentation of PTRs, O&M, RMI Budget, PSDF related works etc., Auction.
5	DEE-1	1. Augmentation of PTRs & related issues T.O.Os, note file, circulation, Indents related to Augmentation works. 2. O&M/RMI Budget related works. 3. Administrative approvals for RMI works, budget allocation etc., 4. PTR allotments for O&M and RMI Augmentation
6	DEE-2	1. Rate Contract works for PTR erection works. 2. PTR repair works and allotments and related works. 3. Service rate contract works. 4. Transformer oil indents and allotments. 5. Testing equipments/Instruments indents, technical specification preparations etc., 6. PGCIL Bays O&M Charges etc.,
7	DEE-3	1. PSDF related works including Budget. 2. Maintenance charges by OA developers. 3. Bulk load related issues.
8	DEE-4	1. Survey report proposals for sick equipments, PTRs etc., 2. Joint inspection of survey report of PTR's etc, 3. Disposal of scrap through MSTC, correspondence with Zones etc.,
SUBSTATION DIVISION		

9	EE/Substations	Substation related O&M and RMI works.
10	DEE-1	1. Manning works & related issues. 2. RTI's related to manning etc., 3. Court cases correspondence related to manning.
11	DEE-3	1. Allotments & indents (O&M, RMI, Augmentation) Materials. 2. ABT meters. 3. Approval for works (work approvals, estimates sanction etc.,) 4. Purchase Manual correspondence. 5. SEMs, CT's, PT's, pertaining to interstate lines, stores related correspondence, and stock verification.

12	DEE-4	1. Transmission losses and related issues. 2. Capacitor Banks. 3. QA&QC correspondence. 4. SRPC issues (DC healthiness) etc., 5. Energy Audit. 6. Transmission system availability. 7. Energy Exchange certification. 8. Report to CEA regarding equipment failure. 9. Disaster Management.
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LINES, CC & VEHICLE DIVISION

13	EE/Lines, CC & vehicle	Works related to Lines such as Estimate approvals, Patrosoft, Court cases related works, Vehicle Cell, SPC.
14	DEE-1/Lines	1. Indent for procurement of line material for O&M and RMI. 2. Allotment of materials under O&M, RMI and stock position. 3. Implementation of patrosoft. 4. Interruptions reports. 5. Transmission lines general correspondence and works approvals. 6. O&M, RMI works and further correspondence.
15		1. Work approvals regarding transmission line works, Calling of

	DEE-2/Lines	tenders, Awarding of works, issue of Time extension, Deferment of penalty, Deviations, issue of DI for materials. 2. Deposit Contribution works, M/s NHAI, Railways and others (Shifting and modification of lines)
16	AEE/Lines	1. Monitoring of patrosoft Application. 2. Tendering process of O&M and DC works. 3. Deposit Contribution works, M/s NHAI, Railways and others (Shifting and modification of lines)
17	DEE/Court Cases	Court cases related works.
18	AEE/Vehicle cell	1. Vehicle related works. 2. SPC
CIVIL DIVISION		
19	EE/Civil	Civil O&M, RMI works and Pure Civil works.
20	DEE/Civil	1. Scrutiny of Estimates, 2. Calling for Tenders, Scrutinizing deviation statements etc., of all O&M and RMI Civil works of 3 Zones costing more than 5Lakhs.
PROCUREMENT WING		
S.No.	DESIGNATION	WORKS ENTRUSTED
21	SE/procurement & Enquiries	Works related to P&MM and Enquiries.
PROCUREMENT DIVISIION-1		
22	EE-1/ PROCUREMENT	Procurement of Substation related Equipment

23	DEE-1	<p>Procurement of the following equipment/material and related correspondence:</p> <ol style="list-style-type: none"> 1. Solid Core Insulators. 2. Capacitor Banks. 3. Oil testing lab equipment. 4. Testing equipment. 5. DG sets of different KVA. 6. Kiosks. 7. 400KV, 220KV, 132KV CVTs. 8. Power & Control cable.
24	DEE-2	<p>Procurement of the following equipment/ material and related correspondence:</p> <ol style="list-style-type: none"> 1. 400 KV, 220 kV, 132 kV & 33 kV CTs. 2. 400 KV, 220 kV, 132 kV & 33 kV PTs. 3. 400 KV, 220 kV, 132 kV & 33 kV Circuit Breakers & LPG, UG Cable
PROCUREMENT DIVISIION-2		
25	EE-2/ PROCUREMENT	Procurement of Transformers,Reactors, Transformer oil, C&R Panels etc.
26	DEE-1	<p>Procurement of</p> <ol style="list-style-type: none"> 1. 220/132/132 KV, 100MVA, 160MVA Auto Transformers. 2. 400/220 KV, 315 MVA & 500 MVA Auto Transformers. 3. 80 MVAR & 125 MVAR Reactors.
27	DEE-1	<ol style="list-style-type: none"> 1. Procurement of SAS Control & Relay panels. 2. All Conventional control & Relay panels. 3. Stationary 4. Series Reactor 2.4KVAR, 4.8KVAR.
28	DEE-3	<p>Procurement of</p> <p>31.5, 50MVA , 80MVA, 132/33 KV Power Transformers</p> <p>LT AC Panels</p> <p>DC DB Panels</p>
29	AEE	Transformers Related works, SAP entries etc.

PROCUREMENT DIVISION-3		
30	EE-3/ PROCUREMENT	Procurement of lines related material, battery sets, LAs, Energy meters, Isolators etc
31	DEE-1	Procurement of <ol style="list-style-type: none"> 1. 400KV, 220KV, 132KV & 33KV Lightning Arresters. 2. 220V Battery Sets and Battery Chargers with DCDBs. 3. Line materials (Towers/Tower parts, Hardware for conductor and Earth wire). 4. Remote Terminal Units for various 220KV and 132KV SSs under PSDF. 5. ERS Towers.
32	DEE-2	Procurement of <ol style="list-style-type: none"> 1. Energy Meters. 2. Computers and computer consumables. 3. Software licenses. 4. FAX, Xerox Machines. 5. Franking Machine. 6. Digital Duplicators
33	DEE-3	Procurement of <ol style="list-style-type: none"> 1. ACSR Panther, ACSR Moose, ACSR Zebra, AAAC Panther, etc., Conductors. 2. GI Steel Earth Wire 7/3.66 MM HTGS and 7/3.15 MM HTGS Earth Wire. 3. 70KN, 120KN, 160KN Normal and Antifog Disc Insulators. 4. 132KV, 220KV and 400KV SRC Insulators. 5. Isolator
34	DEE/Vendor Registration	Vendor Registration works.

TELECOM (PROCUREMENT DIVISION-4)		
35	EE/TELECOM	Procurement of Telecom related equipment.
36	DEE	Procurement of Telecom related works (OPGW, OLTE, EPAX, MUX and Optical Instruments etc., 48V Battery Sets and Battery chargers.
ENQUIRIES		
37	DEE/ENQUIRIES	Enquiries related works under the control of SE/P&MM.
38	PO/ENQUIRIES	Enquiries related works under the control of SE/P&MM.

O/o Chief General Manager/Coordination

Sl. No.	Designation	Role & Responsibility
1	Deputy General Manager–(Coordination-2)	<ul style="list-style-type: none"> a. Incharge of Energy Audit, Load Monitoring Cell, Project Monitoring Cell & Other works under Coordination-2 wing. b. Coordination of GENCO, TRANSCO & DISCOMs in the following wings. <ul style="list-style-type: none"> i. Energy Audit ii. Load Monitoring Cell iii. Project Monitoring Cell c. Arranging Energy Audit review meetings with TRANSCO & 3 DISCOMs. d. Arranging PMC review meetings with the field engineers & contractors... etc. e. Nodal officer for AP State online JMRs, if

		<p>the generators covered under PPA & Open Access agreements with APPCC.</p> <p>f. Arranging JMR online review meetings and coordinator of JMR operations between APTRANSCO, 3 Discoms & Vendors.</p>
2	Deputy Executive Engineer (Energy Audit)	<p>a. Transmission & Distribution Losses Calculations.</p> <p>b. Energy Audit Review Meeting Power Point Presentation Booklets.</p> <p> i. Section wise distribution losses</p> <p> ii. Development charges.</p> <p> iii. Theft of energy cases.</p> <p> iv. Technical & Commercial action plans.</p> <p> v. Fatal & Non-fatal accidents.</p> <p> vi. Energy audit review meeting minutes & Compliance Reports.</p> <p>c. Field trips for energy audit of all the DISCOM sections.</p> <p>d. Presentation of Minutes & Compliance Reports of District Wise Technical Committee meetings of all DISCOMs.</p> <p>e. Furnishing of various information:</p> <p> i. DISCOM letters & Representations.</p> <p> ii. Special Task force committee on T& D losses.</p> <p> iii. AT& C losses.</p> <p> iv. Power Factor Improvement & Capacitor Banks and replacement of old conductors.</p> <p>f. Reliability Index (CEA) SAIFI (System Average Interruption Frequency Index), SAIDI (System Average Interruption Duration Index), CAIFI (Consumer Average Interruption Frequency Index), CAIDI (Consumer Average Interruption Duration Index), MAIFI (Monitory Average Interruption Frequency Index).</p>
3	Deputy Executive Engineer (LMC)	<p>h. Preparing and Submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/AP Transco and other higher officials duly Co-ordinating with APSLDC, APGENCO, AP SCADA, APPCC and LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating AP Power Sector reports data in CM CORE Dash board and submitting other time to time</p>

		information and reports asked by higher authorities.
4	Deputy Executive Engineer (PMC)	<p>e. Monitoring of running projects in construction through the updates from PMC app from TRANSCO website which is linked to the mobile phones of field engineers.</p> <p>f. Data collection on running projects in construction.</p> <p>g. Power point presentations of the status of running projects in construction.</p> <p>h. Communicating minutes & compliance reports of review meetings on PMC.</p>
5	Asst. Executive Engineer (LMC/Shift-1)	a. Preparing and Submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/AP Transco and other higher officials duly Co-ordinating with APSLDC, APGENCO, AP SCADA, APPCC and LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating AP Power Sector reports data in CM CORE Dash board and submitting other time to time information and reports asked by higher authorities.
6	Asst. Executive Engineer (LMC/Shift-2)	a. Preparing and Submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/AP Transco and other higher officials duly Co-ordinating with APSLDC, APGENCO, AP SCADA, APPCC and LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating AP Power Sector reports data in CM CORE Dash board and submitting other time to time information and reports asked by higher authorities.

S.No	DESIGNATION	WORKS ENTRUSTED
1	Chief General Manager/ Legal	In Charge of Integrated Legal Cell
2	AEE/Peshi	<p>1.Peshi works of CGM/Legal</p> <p>2. Legal notices orders of court forwarded to concerned HOD.</p>
3	PO / Legal	<p>1. Processing of all Advocate bills</p> <p>2. Adoption of GOs regarding appointments of Legal counsels</p>

		3. Processing of Fee enhancement Proposals 4. Monitoring of cases pertains to CGM/HR wing
4	EE / Legal	Monitoring of ALL Court Cases pertains to APTRANSCO /APPCC
5	DEE / Legal / Vizag Zone	1. Monitoring of Court cases pertains to Visakhapatnam Zone 2. Monitoring of Court cases pertains to FA CCA wing
6	DEE / Legal / Vijayawada Zone	1. Monitoring of Court cases pertains to PS, PLg, Comml wing 2. Monitoring of Court cases pertains to Transmission wing
7	DEE / Legal / Kadapa Zone	1. Monitoring of Court cases pertains to Kadapa Zone 2. Monitoring of Court cases pertains to Regulation section of Additional Secretary wing
8	DEE-1/Legal/ APPCC	1. Monitoring of Court cases pertains to Vijayawada Zone 2. Monitoring of Court cases pertains to Industrial Relations section of Additional Secretary wing
9	DEE-2/Legal/ APPCC	1. Monitoring of Court cases pertains to GAS(IPC) 2. Monitoring of Court cases pertains to Solar 3. Monitoring of Court cases pertains to NCE
10	DEE-3 / Legal / APPCC	1. Monitoring of Court cases pertains to Thermal-1 (IPC) 2. Monitoring of Court cases pertains to Wind 3. Monitoring of Court cases pertains to Wind-BGI
11	DEE-4/Legal/ APPCC	1. Monitoring of Court cases pertains to Gas(Comml) 2. Monitoring of Court cases pertains to Thermal (Trading) 3. Monitoring of Court cases pertains to APGENCO
12	AEE/Legal/ APPCC	1. Monitoring of Court cases pertains to Thermal-2(IPC) 2. Monitoring of Court cases pertains to Short term (Trading) 3. Monitoring of Court cases pertains to GAS(Trading)
13	Asst. Corporate Lawyer	Contract basis to deal with legal issues concerned to APTRANSCO/APPCC
14	Junior Corporate Lawyer	Contract basis to deal with legal issues concerned to APTRANSCO/APSLDC

O/o The Chief General Manager Coordination

1. DGM/Coord.1	In-charge of Overall supervision of Coordination 1 wing.
2. DEE/Planning	1. Attending CMD Sir assigned day to day work 2. Submitting weekly 3 PPTs on 9 hrs, 24x7, EAP works to Director (Grid) Sir (Every Monday)

	<p>3. State Govt/Central Government correspondence.</p> <p>4. Consolidating the data for WB works and Coordinating WB meetings and other Meetings.</p> <p>5. Replies to LAQs, LCQs, LSQs, RSQS</p> <p>6. Preparation of Budget Estimates for Plan and Non Plan Schemes and submit online.</p> <p>7. Preparation of Draft material for Governor's Address for every year.</p> <p>8. Preparation of Finance Minister's & Agl. Minister Budget speech annually.</p> <p>9. Preparation of Notes for Regional level meeting with Power Ministers / Power Secretaries of State/UTs every year.</p> <p>10. Preparation of Draft speech of Chief Minister for Independence day & Republic day.</p> <p>11. Preparation of notes for 13th / 14th Finance Commissions.</p> <p>12. Governor's report.</p> <p>13. Government Schemes.</p> <p>14. NIP Project</p> <p>15. Navaratnalu</p>
<p>3. DEE/Statistics</p>	<p>1. Preparation of Monthly report on AP Power Sector (white paper)</p> <p>2. Preparation and Publication of power development in AP (Statistics) Books annually.(PDS Books)</p> <p>3. Furnishing of statistical data on AP Transco to Directorate of Economics and statistics.</p> <p>4. Furnishing of information to CEA for publication of general Review annual book.</p> <p>6. Preparation of Note on Power sector for Assembly sessions.</p> <p>7. Furnishing of Socio Economic Survey report to Planning Dept. GoAP.</p>

	<p>8. Annual Reports of SRPC to SLDC.</p> <p>9. Furnishing of information/ Data on 20th Electric Power Supply Survey (EPS) to CEA.</p> <p>10. Furnishing the annual information on Composite Water Management Index(CWMI) – NITI Aayog – KPIs.</p> <p>11. Furnishing of information for publication of a book titled “Compendium of Environment Statistics of AP to Directorate of Economics, GoAP.</p> <p>12. Sustainability Development Goals (SDG) Report to Planning Department, GoAP.</p>
<p>4. AEE/Planning</p>	<p>1. Attending CMD Sir assigned day to day work</p> <p>2. Submitting weekly 3 PPTs on 9 hrs, 24x7, EAP works to Director (Grid) Sir (Every Monday)</p> <p>3. State Govt/Central Government correspondence.</p> <p>4. Consolidating the data for WB works and Coordinating WB meetings and other Meetings.</p> <p>5. Replies to LAQs, LCQs, LSQs, RSQS</p> <p>6. Preparation of Budget Estimates for Plan and Non Plan Schemes and submit online.</p> <p>7. Preparation of Draft material for Governor’s Address for every year.</p> <p>8. Preparation of Finance Minister’s & Agl. Minister Budget speech annually.</p> <p>9. Preparation of Notes for Regional level meeting with Power Ministers / Power Secretaries of State/UTs every year.</p> <p>10. Preparation of Draft speech of Chief Minister for Independence day & Republic day.</p> <p>11. Preparation of notes for 13th / 14th Finance Commissions.</p> <p>12. Updating Energy Data Tables</p> <p>13. Governor’s report.</p>

	14. Schemes. 15. NIP Project 16. Navaratnalu
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O/o Chief General Manager/Commercial

Sl.No.	Designation	Role & Responsibility
COMMERCIAL DIVISION		
1	Deputy General Manager– Commercial(Open Access, Bulk Loads & Connectivity)	d. Overall monitoring of Commercial activities dealing with Open access transactions and Transmission and SLDC Charges. e. Co-ordination and supervision in respect of release of New/Additional Loads at 132kV and above voltages f. Connectivity approval of new generators.
2	Deputy Executive Engineer(Bulk Loads)& Assistant Executive Engineer(Bulk Loads)	f. Nodal Agency for processing, finalization & Release of New/Additional Loads to the Bulk Load consumers at 132 KV potential and above. g. Receives the application from the APDISCOMS/ Industries Department & obtains the necessary field feasibility proposals from Zonal Chief Engineers for conducting the system studies and obtain the final feasibility from the power system wing. h. Communicates the final feasibility to the consumer to obtain their consent. The consent obtained from the consumer along with Power System final feasibility will be forwarded to the Construction wing to obtain the Scheme cost. i. Communicates the scheme cost to the consumer for payment. As a Nodal agency receives the payment from the consumer and intimate the same to the Construction wing and the Construction wing directly deals with the consumer until completion of the works. j. After completion of works, Construction wing gives the works completion report and as a nodal agency issues the Release Order to the concerned Discoms.

4	<p style="text-align: center;">Deputy Executive Engineer(Open Access)& Assistant Executive Engineer (Open Access)</p>	<ul style="list-style-type: none"> i. Processing and Issuing of LTOA approvals in the capacity of Nodal Agency. j. Conclusion of all Open Access agreements (Long Term & Short Term) for all intra state approvals where APTRANSCO network intervenes and Long Term Transmission Service Agreements between APTRANSCO and Discoms. k. Monitoring &Confirmation of approved capacitiesmonthly in SAP for raisingdemands towardsTransmission & SLDC Charges of intrastate Open access transactions i.e., Discoms,Wheeling Generators&Long term Open Access users (Captive / Third party). l. Reviewing all interstate (IEX/PXI, SRLDC, WRLDC, NRLDC, NERLDC, ERLDC) transactions for the received amount towards transmission & SLDC charges for every month against MWHs and communicating respective IEX or RLDC's for any discrepancies. m. Reviewing of the received amount towards PoC (YTC)charges as per the orders issued by APERC & CERC. n. Filing of counters in respect of W.P. filed by applicants in Hon'ble APERC & CERC, Hon'ble Courts & Appellate Tribunal for Electricity regarding Open Access charges. o. Issuing of NOCs in respect of Inter-State LTOA transactions.
6	<p style="text-align: center;">Deputy Executive Engineer(Connectivity)& Assistant Executive Engineer (Connectivity)</p>	<ul style="list-style-type: none"> i. Processing of applicationof new Generatorsseeking Grid Connectivity at EHT level as per T.O.O.1727dt:03.07.2020 duly obtaining the field feasibility &Power Systems feasibility. j. Issuing Grid Connectivity Permit Form duly ensuring all the requisites as per theT.O.O.1727dt:03.07.2020. k. Concluding grid connectivity agreements complying AP Grid Code (yet to be finalized by APERC). l. Maintaining status of the generators for which connectivity was accorded until the Projects are made commercially operational..

Sl.No.	Designation	Role & Responsibility
REGULATORY AFFAIRS DIVISION		
7	Deputy General Manager/Regulatory Affairs	b. In charge of overall supervision of Regulatory Affairs.
8	Deputy Executive Engineer (RAC & Reforms)	<ul style="list-style-type: none"> b. Collection of data from all the wings in APTRANSCO and prepare the data & submit ARR and FPT filings for APTRANSCO and SLDC to APERC. c. Follow up action on Additional information called for after filings of ARR and Tariff. d. Replies to objections on ARR & Tariff filings and attending public hearings. e. Filing of True up Petition before APERC as and when required. f. Filing of Tariff Petitions in CERC for determination Tariff for Inter State lines belongs to APTRANSCO. g. Filing of Tariff Petitions in APERC for determination Tariff for intrastate assets belongs to APTRANSCO being utilized for flow of interstate power. h. Review petition on Tariff order, if necessary. i. Filing of Appeals before APTEL as per the requirement. j. Submitting returns to APERC in prescribed formats relating to various regulations/directions. k. APERC Directives implementations and follow up with all HODs and preparation of notes, Submission etc. l. Preparation and submission of APTRANSCO comments on various draft regulations notified by CERC, MOP, CEA and APERC. m. Co-ordination with DISCOMs regarding Regulatory matters and issues. n. State Co-ordination forum and State Advisory Committee meeting follow up. o. General and other miscellaneous correspondence. p. General works as directed by Management.

9	Assistant Executive Engineer (RAC)	--do--
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Chief IT & Data Officer		
Sl. No.	Designation	works entrusted
1	Chief IT & Data Officer	Overall in charge of IT, ERP & Co-ordination works
2	AEE/IT (Vacant) JPO/IT (Vacant)	Peshi works
Deputy Chief IT & Data Officer		
3	Deputy Chief IT & Data Officer	<ul style="list-style-type: none"> ❖ Overall in charge of IT and SAP ERP wings. ❖ As Project Manager of SAP implementation overall responsibilities of the following SAP functional and technical modules implemented in APTRANSCO. <p style="text-align: center;"><u>Functional Modules:</u></p> <ul style="list-style-type: none"> ➤ Project Systems (PS) ➤ Plant Maintenance (PM) ➤ Materials Management (MM) ➤ Finance and Control (FICO) ➤ Human Capital Management (HCM) ➤ Sales and Distribution (SD) ➤ Quarterly Management (QM) ➤ Pay Rolls (PR) ➤ File Life Cycle Management (FLM) \ <p style="text-align: center;"><u>Technical Modules:</u></p> <ul style="list-style-type: none"> ➤ BASIS (SAP Administration and

		<p>GRC Defining Roles and Authorization.</p> <ul style="list-style-type: none"> ➤ BI&BW (Business Intelligence and Business Warehousing). ❖ Arranging Co-ordination meetings with SAP AMC contract.
4	JAO/FICO	<ul style="list-style-type: none"> ➤ Active participation in assisting the above Officers in the above mentioned activities. ➤ Act as supporting Member to the end users in their day to day FI activities over phone or in person or through any-desk/team viewer. ➤ Create New GL Accounts and its setting as and when required in the system in different clients i.e. 300/400/ 500/600/800/900. ➤ Authorization changes in LOC & LOA as and when the employees transfer from one place or another place. ➤ Creation of Cost centers as and when newly formed sub-stations /Divisions/Sub-Divisions. ➤ Testing the reports generated in development client, fine-tuning the reports and appraising the availability intimation to the end user for generation of Reports. ➤ Ensuring support to End Users in Asset creation. ➤ Assisting in Monthly Capitalization i.e. settlement from 71 to 14 and 14 to 10 Accounts heads. ➤ Assist End Users in apportionate of R&M, Adm&Genl, and Employee Cost Expenditure on monthly basis. ➤ Assist in smooth functioning of LMS Module in Loans Section. ➤ Assist End Users in posting of IDC on monthly basis. ➤ Providing continuous support to the end Users. ➤ Assisting SAO/SAP in providing End user training & awareness classes to get acquainted with the existing transactions in SAP and recent developments & Reports. ➤ Resolving the day to day queries of end users. ➤ Assist SAO AO /SAP in mapping of new requirements and testing the Transport requests to quality client.
	JAO/Payroll	<ul style="list-style-type: none"> ➤ Payroll Module Customization and support. ➤ Supporting the end users of 21 Pay units for smooth functioning of payroll regarding employees and pensioners and to post the documents to the Finance Module. ➤ Supporting the end users to maintain employees and pensioners master data, earnings and deductions with standard deductions in proper manner. ➤ Attending the issues related to payroll module in daily activities. ➤ Supporting the end users for timely submission of statutory returns like Income tax Quarterly returns, EPF Returns etc., ➤ Submitting the reports related to employees and pensioners

5		<p>whenever required by the higher authorities.</p> <ul style="list-style-type: none"> ➤ Taking Responsibility in completion of the monthly pay bills and posting to Finance Module without errors. ➤ Arranging Reports according to end user's requirement. ➤ Testing new developments by ABAP team. ➤ Updating the statutory requirements in SAP with regard to payroll which is released by SAP Release notes i.e., Budget changes etc.,
6	PO/HR	<ul style="list-style-type: none"> ❖ Attending all kinds of HR related problems (21 nos Units, three Zones & Head Quarters) ❖ Testing of the HCM Module modifications, if any, with the Help of AMS Consultants <p>The following works of Counted against Posts (a) Leaves (b) Increments (c) Additional charges</p> <ul style="list-style-type: none"> ❖ Creation of Pensions (Superannuation Pensions & Family Pensions). ❖ Additional Charges. ❖ Death actions. ❖ Leave Sanctions. (All types of Leaves) ❖ Retirement action. ❖ Change in the positions (Transfers) ❖ Zone to Zone transfer activities. ❖ Holiday calendar. ❖ Maintaining the Employees Information in SAP ❖ Sanctioned, filled and vacant positions in SAP ❖ Unit to Unit Pension transfers. ❖ Hiring Employees data <ul style="list-style-type: none"> ➤ Modification of Employees data. (Ex: Education, Deputation. Etc.) ➤ Support to MPP Wing O/o CGM (HRD).

7	<p>Asst.CIDO/Grid Infrastructure Cyber Security Unit (GICU)</p> <p>DEE</p> <p>AEE</p>	<ul style="list-style-type: none"> ❖ Developing and implementing a security architecture for the organization. ❖ Firewall Log review, analysis and exception reporting. ❖ Vulnerability Assessment & Penetration Testing (VAPT) of all websites, portals and IT systems. ❖ Web Application Security Assessment (WASA) and white-listing of all web applications in use by the organization. ❖ Information Security Audit of IT Systems and controls. ❖ Periodic assessment / audits of third party service providers to assess risks to organization. ❖ Adopting AP Governance IT framework for implementing supporting processes.
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	AEE	<ul style="list-style-type: none"> ❖ Reporting of Information security incidents are reported to CERT-In. ❖ Arranging training on cyber security to employees. ❖ Periodically evaluate and review effectiveness of information security policies, procedures, standards, guideline and processes, ISMS etc., ❖ All the Extra High tension (EHT) Sub-stations in Andhra Pradesh operate on a single network which is further integrated to National Grid. The grid being a critical installation of the state requires constant monitoring and protection from external threats. A Grid Infrastructure Cyber Security Unit (GICU_ handles the scenario of increasing security threats to the electrical grid. ❖ Coordinate internally within organization to analyze security incident and implement Preventive & Corrective actions. ❖ Coordinate internally within the department for the integration of the IT Assets with AP-CSOC. ❖ Coordinate internally to blacklist suspicious domains, ip addresses in firewall. ❖ Implementing the Security recommendations and improvements by APTS/APCSOC and report the compliance. ❖ Coordinate with APTS to perform regular security audits. Updating IT assets in APTS website.
	AEE/Telecom	
	AEE/Telecom	
	AEE/Telecom	
	DEE (Vacant)	

8	Asst. CIDO/IT Applications	<ol style="list-style-type: none"> 1. Support on SAP ERP EMS, AMS Services. 2. Development of Management Required SAP ERP Reports i.e., BI & BW and DASHBOARD. 3. Design, Development and Maintenance of APTRANSCO custom software applications. 4. Look after IT Infrastructure & Cyber Security. 5. IT Software support for SLDC wing. 6. SAP ERP Trainings Management. 7. Coordinating with SAP ERP All Module Leads and Team Members for Design of New Reports for Management. 8. Coordinating with System & Network Administrators & Engineers for smooth functioning of all IT Applications. 9. Look after SAP EMS and AMS Service support and HEC Administrative activities. 10. Managing SAP Trainings. 11. Hiring of Java, .net, Python etc., software professionals and Network & System Administrators through APTS. 12. SMS services support from CDAC for APTRANSCO alerts through Applications. 13. APTRANSCO website Domain registration, design,
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		<p>development and administration.</p> <p>14. IFS ERP management.</p> <p>15. Cyber security: Installation of security certificate to IT applications and conducting security audit to website and applications.</p> <p>16. Support for SLDC IT applications.</p> <p>17. Requirements collection, Design, Development, Testing, Deployment and Maintenance of IT Applications and Post Go-Live support.</p>
9	DEE-2/IT Applications	<p>1. File life cycle management (FLM): Development of new requirements in FLM, End user support, Procurement of Digital keys etc.</p> <p>2. Requirements collection, Scope Document Preparation for development of new internal IT applications, coordinating in development of IT applications, testing of the apps, Files circulation for necessary approvals and preparing necessary orders for Go-Live declaration with regard to IT Applications.</p> <p>3. Maintenance of the following live IT applications and Providing end user support for the same:</p> <ol style="list-style-type: none"> i. Material Inspection& Management Systems (MIMS) ii. Pravah App (Project Monitoring System) iii. APTUNES Mobile Application iv. Substation Human Machine Interface App (SSHMI) v. ERP Dash Board <p>4. Applications under development and proposed applications</p> <ol style="list-style-type: none"> i. Arc GIS Software for Asset Management ii. SSHMI Android Application <p>5. SAP Hana Enterprise cloud Services: Processing and Placing of Purchase order duly taking necessary approvals, correspondence with M/s SAP India. Preparation and coordination of Quarterly Bills.</p> <p>6. SAP Hana Enhanced Management Services: Processing and Placing of Purchase order duly taking necessary approvals, correspondence with M/s SAP India. Preparation and coordination of Quarterly Bills.</p> <p>7. Coordination of SAP Trainings at Training Institute, VTPS: Coordination with Training institute for arranging trainings and processing of monthly bills.</p> <p>8. Bulk SMS from SMS Country, Coordination and Bills processing.</p> <p>9. E-Office: Procurement of servers and related correspondence for implementation of E-office.</p> <p>10. Visitor Pass application: Visitor Pass application is developed for issuing on line visitor pass for visitors (scheduled or un-scheduled) for security personnel at security gate.</p>

10	DEE-1/IT Applications	<ol style="list-style-type: none"> 1. Requirements collection, Scope Document Preparation for development of new internal IT applications, coordinating in development of IT applications, testing of the apps, Files circulation for necessary approvals and preparing necessary orders for Go-Live declaration with regard to IT Applications. 2. Enhancements, if any, based on end user feedback, for the following live IT applications: <ul style="list-style-type: none"> ❖ APTOO Application ❖ Vendor Registration Application ❖ Open access Application ❖ Tenders App ❖ Trainings App ❖ ERP Issue tracker ❖ SLDC reports ❖ SLDC Schedule app ❖ Pensioners Self Service ❖ Pensioners Biometric App ❖ Legal case monitoring system (LCMS) ❖ Bulk Load ❖ Deviation Settlement Management ❖ Open Access 3. Applications under development and proposed applications, currently working on: <ul style="list-style-type: none"> ❖ Medical application ❖ SLDC Schedule app ❖ Vigilance application ❖ APPCC Application ❖ Vendor Registration through (SAP) ❖ Connectivity ❖ Bulk Load (New version) 4. APTRANSCO website design, Maintenance and Administration, Updation of Website content from time to time. 5. Development and maintenance of BW Reports, Testing of the same. 6. Cyber Security policy: Website Security and Application security and coordinating for conducting application security for website and Live IT applications. 7. General correspondence on digital Transactions, Social media guidelines, e-Pragati team etc. 8. Guidelines, e-Pragati team etc.

	<p>11. DEE/SAP</p>	<p><u>SALES & DISTRIBUTION (SD) MODULE:</u></p> <ul style="list-style-type: none"> ❖ Core user for SD Module. ❖ Module related works such as Maintenance of Customer Master Data. ❖ Maintenance of Pricing/Conditions Master Data for SD Module ❖ Maintenance of Open Access Pricing conditions for SD Module ❖ Maintenance of Tax Master Pricing conditions. ❖ Imparting of training on SAP SD module to the end users. ❖ Resolving of the day to day issues on SAP ERP of the end users in the SD Module activities i.e., Order creation, Billing, Material delivery, regularization of Goods Issues. ❖ Coordination with Zonal office Used/Removed Transformer Oil Sales and coordination with DISCOMs. ❖ Coordination with CE/Transmission for Scrap Sales and Coordination with Concerned Circle Offices and stores. ❖ Open Access Monthly Reports verification. ❖ Monthly Report and status on Pending Orders, Pending Billing Documents, Pending deliveries, and Billing documents related to Finance issues. ❖ Attending the Queries of Technical and Accounts related to SD Module. ❖ Coordination with Finance Wing GL Configurations and Testing. ❖ Identification of new requirements of the End users pertaining to the SD module. ❖ Testing of new Forms/Reports developed in the SAP ERP as per the end users' requirement. ❖ Testing of new Customizations in SAP ERP after technical modifications as per end users requirements. ❖ ❖ Co-ordination with the Sales & Distribution Module consultant provided as a part of the Application Management Services (AMS) of SAP, for resolving of the day to day issues. ❖ Documentation of Configuration of SAP-SD Module. ❖ Preparation of Process documentation. <p>Other Works:</p> <ul style="list-style-type: none"> ❖ Works related to AMS (Application Managed Services) of SAP ERP such as Preparation of Technical Specification, Bills etc. ❖ Works related to ATS (Annual Technical Support) of SAP Product Licenses and bills. ❖ Correspondence on Procurement of additional Software licenses from M/s SAP India Private Limited and its implementation in SAP ERP. <p>Correspondence related to SAP Budget.</p> <p>1. FLM: Taking up new development activities in FLM, attending end user requirements, Correspondence for Procurement of</p>
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		<p>digital keys.</p> <ol style="list-style-type: none"> 2. SAP Hana Enterprise cloud Services: Processing and Placing of Purchase order duly taking necessary approvals, correspondence with M/s SAP India. Preparation and coordination of Quarterly Bills. 3. SAP Hana Enhanced Management Services: Processing and Placing of Purchase order duly taking necessary approvals, correspondence with M/s SAP India. Preparation and coordination of Quarterly Bills. 4. Coordination of SAP Trainings at Training Institute, VTPS: Coordination with Training institute for arranging trainings and processing of monthly bills. 5. IFS ERP Database: Administration of ERP DC Production, DR, TRNG, DEV and PREP environments. ERP Administration activities and correspondence. 6. Bulk SMS from SMS Country, Coordination and Bills processing. 7. <u>SAP-ABAP</u>: Understanding the needs and requirements of the SAP Core Team Members to provide the best possible solution per the requirement given by SAP Core team Members as an ABAP. <ol style="list-style-type: none"> i. Writing the Code using ABAP Programming Language for the Development of Reports, Enhancements, Webdynpro Applications, Smart forms,, Implementing Badi'sas per the requirement given by SAP Core team Members as an ABAP. ii. Modifications of Developed Reports, smart forms, web dynpro applications as per the requirement of SAP Module Leads. iii. Troubleshooting the issues faced by the Core Team Members (Users) in SAP Applications, and releasing the developed objects to quality server for rolling to production. 8. Understanding the needs and requirements of the SAP Core Team Members to provide the best possible solution. 9. Writing the Code using ABAP Programming Language for the new developments as per the requirement given by SAP Core Team Members: <ol style="list-style-type: none"> i. Reports, ii. Enhancements, iii. Webdynpro Applications, iv. Smart forms, v. Implementing Business Add Inn's 10.As an ABAP Programmer presently working for the following Modules
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	<p>12. AEE/IT Applications (SAP-ABAP)</p>	<ul style="list-style-type: none"> i. Material Management (MM), ii. Human Capital Management (HCM), iii. Plant Maintenance (PM), iv. Sales and Distribution (SD), v. Quality Management (QM), vi. Business Warehouse (BW). <p>11. As per the Requirement of Core Team Members to modify the Existing Reports, Smart forms, Webdynpro Applications for the above given Modules.</p> <p>12. In case of Standard Applications making the changes using Enhancements and BADI's as per the Requirement of Core Team Members.</p> <p>13. Development of APPCC Application.</p> <p>14. Development of LCMS (Legal Case Monitoring System) custom module in SAP and Maintenance of the same.</p> <p>15. Process Integration (To Integrate External Applications with SAP).</p> <p>16. Development of Medical Application and integration with external Java Application.</p> <p>17. Troubleshooting the issues faced by the Core Team Members (Users) in SAP Applications by Debugging the Application to find out the problem and give the suitable solution.</p> <p>8. Integrating the Web dynpro Applications Developed in ESS portal.</p>
13	AEE/IT Appln (Web developer)	Web development related works
14	AEE/IT (e-office)	e-office, e-mail related works
15	AEE/IT Appln. Infra	In house IT applications
16	AEE/IT Appln. (Arc GIS_	Development of ArcGIS application
17	AEE/IT (JrDBA)	Data base Administration related works

18	Asst.CIDO (Infra)	<ul style="list-style-type: none"> • Monitoring of Servers Administration & Maintenance activities of IT Application Servers and Mail Servers. • Reviewing of LAN Maintenance services& Internet leased lines renewals. • Reviewing of the Capital and R&M Budgets of IT wing for the financial year. • Reviewing of the allotment of computers & peripherals hardware. • Reviewing of Computer Maintenance Activities. • Reviewing the procurement of software like Anti virus, Server's support software, Subscriptions & Licenses, MS Office etc. • Monitoring of Procurements of Computer and Network Consumables. • Reviewing the Insurance Policy of Computers & Peripherals Equipment for the year.
19	DEE/Network & Server Admin.	<ul style="list-style-type: none"> ❖ Server Administration of Microsoft Exchange Servers (Mail Servers) and IT Applications Servers. ❖ Procurement and maintenance of Anti-Virus Software for Maintenance/Support of Computers. ❖ Providing of AMC for Local Area Network of Vidyut Soudha and APPCC Buildings in Vijayawada. ❖ Providing Annual Maintenance for various IT Applications Servers. ❖ Maintenance of dedicated Internet Leased Lines Connectivity to the offices of Vidyut Soudha, APTransco, Vijayawada ❖ Procurement and maintenance of Software Subscriptions/ Technical Support to Fortinet Firewalls, Anti Spam filter Fire wall Analyzer. ❖ Providing of Network Performance monitoring (NPM) tool license for monitoring of the LAN Networks. ❖ Shifting of Mail Servers with associated equipment from State Data Center, Gachibowli, Hyderabad to Vijayawada. ❖ Processing of the works of on-premise Data Center at Vijayawada and DR Center at Tirupathi. ❖ Finalization of Specification of Servers& other associated equipment based on the indents received.
20	DEE/Infra structure	<ul style="list-style-type: none"> ❖ Procurement of various Computer Hardware and software for Head Quarters and field. ❖ Procurement of Computer Consumables and spares in Vidyut Soudha. ❖ Maintenance of Computer Stores and IT Consumables stores. ❖ Allotment and issue of Computer Equipment and IT Consumables. ❖ Insurance works for servers, computers, printers & allied equipment at Vidyut Soudha. ❖ AMC works of computer Hardware and Software in Vidyut Soudha. ❖ AMC works of Refilling of Printer Cartridges in Vidyut Soudha. ❖ Preparation of IT Capital and R&M Budgets for corporate office.

21	AEE/Infra (Network Admin, system admin.)	<ul style="list-style-type: none"> ❖ Configuring & maintenance of firewall, switches and other networking equipment. ❖ Attending networking issues raised in Corporate office, Vidyut Soudha. ❖ Ensuring availability of internet to all users in main building and APPCC building. ❖ Installation of Antivirus Licenses to AP Transco users. ❖ Maintenance of dedicated Internet Leased Lines Connectivity to the offices of Vidyut Soudha, APTransco, Vijayawada ❖ Server Administration of Microsoft exchange servers (Mail servers) and IT Applications servers. ❖ Configuring of virtual machines in servers. ❖ Configuring servers, maintenance, backup and administration. ❖ Mail server maintenance and administration. ❖ Providing Annual Maintenance for various IT Applications servers. ❖ Procurement and maintenance of software subscriptions / technical supports to fortinet firewalls, anti spam filter & fire wall analyzer. ❖ Finalization of specification of servers & other associated equipment based on the indents received.
22	AEE-3/IT	<ul style="list-style-type: none"> ❖ Procurement of various computer hardware and software for head quarters and field. ❖ Procurement of computer consumables and spares in Vidyut Soudha. ❖ Maintenance of computer stores and IT consumables stores. ❖ Allotment and issue of computer equipment and IT consumables. ❖ Insurance works for servers, computers, printers & allied equipment at Vidyut Soudha. ❖ AMC works of computer hardware and software in Vidyut Soudha. ❖ AMC works of refilling of printer cartridges in Vidyut Soudha. ❖ IT Capital and R&M budgets for corporate office.

23	Asst.CIDO (ERP)	<p>1. <u>In-charge for the following SAP ERP functional modules in APTRANSCO.</u></p> <p style="text-align: center;"><u>Functional Modules:</u></p> <ul style="list-style-type: none"> ➤ Material Management (MM) ➤ Project Systems (PS) ➤ Plant Maintenance (PM) ➤ Quality Management (QM) <p><u>Detailed work allocations of SAP ERP MODULES:</u></p>
24	DEE/ERP (MM Module)	<ul style="list-style-type: none"> ❖ Maintenance of Material Master Data in SAP ERP. ❖ Configuration of new plant in SAP ERP.

		<ul style="list-style-type: none"> ❖ Configuration of new Storage Locations in SAP ERP. ❖ Configuration of new MRP areas in SAP ERP. ❖ Testing of new Customizations in SAP ERP. ❖ Imparting of training on SAP ERP to the end users. ❖ Testing of new Forms/Reports developed in the SAP ERP as per the end users' requirement. ❖ Testing of new Customizations in SAP ERP after technical modifications as per end users requirements. ❖ Maintenance of Towers/Tower BOMs ❖ Resolving of the day to day issues on SAP ERP of the end users in the inventory management domain i.e., Goods Receipts, Goods Issues, Devolutions of Projects and O&M material & other inventory issues. ❖ Identification of new requirements of the End users pertaining to the MM module and participation in the development activities. ❖ Co-ordination with the Material Management Module consultant provided as a part of the Application Management Services (AMS) of SAP, for resolving of the day to day issues.
25	DEE/ERP (MM Module)	<ul style="list-style-type: none"> ❖ Maintenance of Vendor Master Data in the SAP ERP. ❖ Maintenance of Pricing/Conditions Master Data in SAP ERP. ❖ Maintenance of Service Master Data in SAP ERP. ❖ Updating of the Standard Schedule of Rates approved by the APTRANSCO in the SAP ERP master data. ❖ Maintenance of Price Indices Master Data in the SAP ERP. ❖ Testing of new customizations in the SAP ERP. ❖ Imparting of training on SAP ERP to the End users. ❖ Testing of new Forms/Reports developed in the SAP ERP as per the end user's requirement. ❖ Resolving of the day to day issues in SAP ERP, for the end users in the procurement domain i.e., placing of purchase orders, issue of dispatch instructions to the suppliers, quality inspections in SAP ERP, price variations and other issues related to the procurement of martial and services through SAP ERP. ❖ Identification of new requirements of the End users pertaining to the MM Module and participation in the development activities. ❖ Co-ordination with the Material Management Module consultant provided as a part of the Application Management Services (AMS) of SAP ERP for resolving of the day to day issues. ❖ Providing of support to the end-users for SAP ERP for

		resolving their day to day problems pertaining to the procurement domain.
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26	DEE/ERP (PS Module)	<p>SAP Support for implementation of the projects related activities carried out the by the engineers at Head quarters and at Zonal level in SAP ERP System as detailed below</p> <ul style="list-style-type: none"> ❖ Creation of Scheme Id's and Project Ids for the capital works sanctioned by APTRANSCO. ❖ Co-ordination with the Accounts wing for maintenance of Scheme budget ❖ Co-ordination with Field and Headquarters accounts wing for maintenance of LOC/LOA Budgets for the sanctioned projects ❖ Creation/Change of purchase orders for the project related works for both materials and services (Headquarters and at zonal level) ❖ Dispatch instructions for the project material after quality inspection ❖ Project Material Receipts/ Check measurements /Form1 3 generation at field level ❖ Coordination with field Accounts wing for resolving the invoice (Projects) related issues <p>❖ E-Mbook & Service Entry Application:</p> <p><i>APTRANSCO has implemented E-Mbook in SAP ERP for recording of measurements and raising of bills for the works being executed by the engineers.</i></p> <ul style="list-style-type: none"> ❖ <i>APTRANSCO is the first Public sector Company implemented E Mbook Application in the State of Andhra Pradesh</i> ❖ Being a new customized application, day to day support is being extended to overcome the hurdles/issues/improvements pertaining to Mbook and Service entry Application ❖ So many reports were developed/and are being developed as per the requirement so as to simplify the efforts of the engineers in preparation of data as and when required. ❖ Automatic penalty calculation application (for both materials and services) based on material receipts / measurement recorded in E book. <ul style="list-style-type: none"> ❖ Price variation report with respective services and its table maintenance ❖ Seigniorage Charges report and its table maintenance ❖ Creation of project related Service codes as and when required
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		<ul style="list-style-type: none"> ❖ Creation of Templates for estimate ❖ Maintenance of various tables for various application such as estimates, price variation, Seigniorage charges, Work Flow for Service entry etc... ❖ Stores activity for construction filed engineers like material devolutions and drawls etc., ❖ Ascertaining the end user requirement and arranging solution by new/enhancement/ customization of application ❖ Testing of the Enhancements/ customizations /Reports carried out by AMS consultants and ABAP team of APTRANSCO in quality server. ❖ Preparation of necessary end user training material to enable end users to perform various transactions /activities in SAP. ❖ Carrying out training programmes for the end users from time to time. ❖ ISSUES: Standardization of PV Standardization of Estimate templates Electrical Estimates & Derivation Rules Civil Estimates Tables & Derivation rules ❖ Future Plans: Automated PV Estimates, further customization of Mbook and Service entry as per field requirement if any....
27	DEE/ERP (PS Module)	<p><i>SAP Support for implementation of the projects related activities carried out by the engineers at Head quarters and at Zonal level in SAP ERP System as detailed below</i></p> <ul style="list-style-type: none"> ❖ Creation of Scheme Id's and Project Ids for the capital works sanctioned by APTRANSCO. ❖ Co-ordination with the Accounts wing for maintenance of Scheme budget ❖ Co-ordination with Field and Headquarters accounts wing for maintenance of LOC/LOA Budgets for the sanctioned projects ❖ Creation/Change of purchase orders for the project related works for both materials and services (Headquarters and at zonal level) ❖ Dispatch instructions for the project material after quality inspection ❖ Project Material Receipts/ Check measurements /Form1 3 generation at field level ❖ Coordination with field Accounts wing for resolving the invoice

		<p>(Projects) related issues</p> <ul style="list-style-type: none"> ❖ E-Mbook & Service Entry Application: <p><i>APTRANSCO has implemented E-Mbook in SAP ERP for recording of measurements and raising of bills for the works being executed by the engineers.</i></p> <p><i>APTRANSCO is the first Public sector Company implemented E-Mbook Application in the State of Andhra Pradesh</i></p> <ul style="list-style-type: none"> ❖ Being a new customized application, day to day support is being extended to overcome the hurdles/issues/improvements pertaining to Mbook and Service entry Application ❖ So many reports were developed/and are being developed as per the requirement so as to simplify the efforts of the engineers in preparation of data as and when required. ❖ Automatic penalty calculation application (for both materials and services) based on material receipts / measurement recorded in E book. <ul style="list-style-type: none"> ❖ Price variation report with respective services and its table maintenance ❖ Seigniorage Charges report and its table maintenance ❖ Creation of project related Service codes as and when required ❖ Creation of Templates for estimate ❖ Maintenance of various tables for various application such as estimates, price variation, Seigniorage charges, Work Flow for Service entry etc... ❖ Stores activity for construction filed engineers like material devolutions and drawls etc., ❖ Ascertaining the end user requirement and arranging solution by new/enhancement/ customization of application ❖ Testing of the Enhancements/ customizations /Reports carried out by AMS consultants and ABAP team of APTRANSCO in quality server. ❖ Preparation of necessary end user training material to enable end users to perform various transactions /activities in SAP. ❖ Carrying out training programmes for the end users from time to time. ❖ ISSUES: <ul style="list-style-type: none"> Standardization of PV Standardization of Estimate templates Electrical Estimates & Derivation Rules Civil Estimates Tables & Derivation rules <ul style="list-style-type: none"> ❖ Future Plans: <ul style="list-style-type: none"> Automated PV Estimates
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		Further customization of Mbook and Service entry as per field requirement if any....
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28	AEE/ERP (PM Module)	<ul style="list-style-type: none"> ❖ End user support in respect of various SAP functionalities pertaining to Quality Management (QM) Module. ❖ Preparation of functional specifications for various enhancements in respect of SAP Quality Management (QM) Module. ❖ Identification of functional problems if any, in respect of the Quality Management (QM) Module and taking necessary action to resolve the same through SAP/Consultants against the AMS contract. ❖ Testing of the Enhancements/ customizations /Reports carried out by ABAP team of APTRANSCO in Development & Quality servers. ❖ Creation of master data in respect of new Materials Created from time to time and modification of the same whenever required. ❖ QM Module implementation for Oil testing laboratories. ❖ Preparation of necessary end user training material to enable end users to perform various transactions /activities in SAP. Carrying out training programs for the end users from time to time. ❖ Provision of end user support in respect of various SAP functionalities pertaining to O&M of Sub-Stations and Lines. ❖ Provision of end user support in respect of e-M-Book application pertaining to O&M wing. ❖ Preparation of functional specifications for various enhancements in respect of SAP Plant Maintenance Module. ❖ Identification of functional snags if any, in respect of the Plant Maintenance module and taking necessary action to resolve the same through SAP consultants against the AMS contract. ❖ Testing of the Enhancements / customizations/Reports carried out by AMS consultants and ABAP team of APTRANSCO in quality server. ❖ Creation of WBS IDs in order to enable the end users to carryout capital nature of works in O&M wings such as RMI and Augmentation works etc., ❖ Carrying out training programmes for the end users from time to time.
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		<ul style="list-style-type: none"> ❖ The Division deals with various functionalities pertaining to O&M in SAP application. ❖ Provision of end user support in respect of various SAP functionalities pertaining to O&M of Sub-Stations and Lines. ❖ Provision of end user support in respect of e-M-Book application pertaining to O&M wing. ❖ Preparation of functional specifications for various enhancements in respect of SAP Plant Maintenance Module. ❖ Identification of functional snags if any, in respect of the Plant Maintenance module and taking necessary action to resolve the same through SAP/consultants. ❖ Testing of the Enhancements/ customizations/Reports carried out by AMS consultants and ABAP team of APTRANSCO in quality server. ❖ Creation of master data in respect of new Sub-stations/EHT Lines from time to time and modification of the same whenever required. ❖ Preparation of necessary end user training material to enable end users to perform various transactions /activities in SAP. ❖ Carrying out training sessions for the end users from time to time. ❖ Creation of WBS IDs in order to enable the end users to carryout capital nature of works in O&M wings such as RMI and Augmentation works etc.,
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GENERAL MANAGER (Coordination)

30	General Manager (Coordination)	❖ In charge of coordination works related to Planning, Statistics, Energy Audit, Load Monitoring Cell, Project Monitoring Cell & Strategic Planning Unit (PMU).
	Deputy General Manager/Coordn.1	❖ In charge of the coordination works related to planning and Statistics.
	DEE/Planning	❖ Planning related works.
	DEE/Statistics	❖ Statistics related works.
	AEE/Planning	❖ Statistics related works.

		❖ Planning related works.
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DEPUTY GENERAL MANAGER (Coordination-2)

31	Deputy General Manager (Coordination-2)	<ul style="list-style-type: none"> ❖ In charge of Energy Audit, Load Monitoring Cell, Project Monitoring Cell & Other works under Coordination-2 wing. ❖ Coordination of GENCO,TRANSCO & DISCOMs in the following wings. <ul style="list-style-type: none"> ➤ Energy Audit ➤ Load Monitoring Cell ➤ Project Monitoring Cell ➤ Arranging Energy Audit review meetings with TRANSCO & 3 DISCOMs. ➤ Arranging PMC review meetings with the field engineers & contractors ...etc
32	Deputy Executive Engineer (Energy Audit)	<ul style="list-style-type: none"> ❖ Transmission & Distribution Losses Calculations. ❖ Energy Audit Review Meeting Power Point Presentation Booklets. <ul style="list-style-type: none"> ➤ Section wise distribution losses ➤ Development charges. ➤ Theft of energy cases. ➤ Technical & Commercial action plans. ➤ Fatal & Non-fatal accidents. ➤ Energy audit review meeting minutes & Compliance Reports. ❖ Field trips for energy audit of all the DISCOM sections. ❖ Presentation of Minutes and Compliance Reports of District wise Technical Committee meetings of all DISCOMs. ❖ Furnishing of various information: <ul style="list-style-type: none"> ➤ DISCOM letters & Representations. ➤ Special Task force committee on T&D losses ➤ AT&C losses. ➤ Poser Factor Improvement & Capacitor Banks and replacement of old conductors.
33	Deputy Executive	<ul style="list-style-type: none"> ❖ Preparing and submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/APTRANSCO

	Engineer (LMC)	and other higher officials duly coordinating with APSLDC, APGENCO, APSCADA, APPCC AND LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating of AP Power Sector reports data in CM CORE Dash board and submitting other time to time information and reports asked by higher authorities.
34	Deputy Executive Engineer (PMC)	<ul style="list-style-type: none"> ❖ Monitoring of running projects in construction through the updates from PMC app from TRANSCO website which is linked to the mobile phones of field engineers. ❖ Data collection on running projects in construction. ❖ Power point presentations of the status of running projects in construction. ❖ Communicating minutes & compliance reports of review meetings on PMC.
35	Asst Executive Engineer (LMC/ Shift-1)	❖ Preparing and submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/APTRANSCO and other higher officials duly coordinating with APSLDC, APGENCO, APSCADA, APPCC AND LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating of AP Power Sector reports data in CM CORE Dash board and submitting other time to time information and reports asked by higher authorities.
36	Asst. Executive Engineer)LMC/ Shift-2)	❖ Preparing and submitting of AP Power Sector Formats to Energy Secretary/Govt. of AP, CMD/APTRANSCO and other higher officials duly coordinating with APSLDC, APGENCO, APSCADA, APPCC AND LMC's of APEPDCL, APCPDCL, APSPDCL etc and updating of AP Power Sector reports data in CM CORE Dash board and submitting other time to time information and reports asked by higher authorities.

GENERAL MANAGER (SPU)

37	Deputy General Manager (SPU) DEE/SPU DEE/SPU AEE/SPU	Works related to the Strategic Planning Unit (SPU).
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O/o Chief Engineer/SLDC

S.NO	DESIGNATION	WORKS ENTRUSTED
1	CE/APSLDC	<p>SLDC operations and Day to day activities of Energy accounting:</p> <ul style="list-style-type: none">• Maintaining the Grid as per the Indian Electricity Grid code 20•• Forecast of daily Power requirements• Correspondence on Backing down of generation.• Implementing restriction & control measures during shortage of power & reviewing the power supply position in the State periodically.• Integrated operation of the Power System in the State.• Optimum scheduling & Despatch of electricity.• Statistics of electricity transmitted at grid level.• Operation on EHV systems, power stations and EHV network.• Co-ordinate the O&M programmes of Thermal, Hydro and Private Power stations.• Maintaining the intra state transmission system in coordination with RLDC.• Co-ordination of SRPC & TCC meetings & DISCOM scheduling.• APERC & CERC Correspondence.• Co-ordination of G-T, T-D Meetings and MNRE, CEA, Minister of Power meetings.• Reviewing SCADA approval.• Co ordination of REMC project.• Generation of reports on Intra state power transaction and REC Mechanism, RPPO, EIR's, issuing Permissions for Synchronization of wind & Solar and green energy plants etc.as per APERC regulation 4 of 20

		<ul style="list-style-type: none"> • DSM works such as collecting F&S from wind & solar generators, calculation of DSM charges, collection of DSM charges etc. • Issuing short term open access approval and also system studies. • Reviewing Transmission losses calculation. • MRI data collection of T-D boundary points and G-T boundary points. • Manual energy readings collection of T-D of G-T boundary points.
2	DEE/Tech	<ul style="list-style-type: none"> • Peshi works of Chief Engineer / SLDC, SE/SLDC & SE/EBC. • Preparation of Hire vehicle bills of Chief Engineer / SLDC & SLDC Vehicle. • Preparation of Paper bills. • MIS of SLDC wing. • Continuation proposals for the staff of SLDC wing. • Continuation proposals of Outsource staff. • Establishment correspondence with Chief General Manager / HRD & Planning & Additional Secretary. • Preparation of Change return of SLDC wing. • Preparation of change return of Outsourcing staff.
3	SE/ Grid Operations	<p>Monitoring of Grid operation:</p> <ul style="list-style-type: none"> • To maintain the Grid as per the Indian Electricity Grid code 20 • Co-ordination of G-T, T-D Meetings. • Attending MNRE, CEA, Minister of Power meetings regularly. • Forecast of Power requirements • Preparation of power supply position report. • Correspondence

		<p>on Backing down of generation. • To implement restriction & control measures during shortage of power. • To Review the power supply position in the State periodically. • Monitors integrated operation of the Power System in the State. • Responsible for optimum scheduling & Despatch of electricity. • Maintaining Statistics of electricity transmitted at grid level. • To approve the operation on EHV systems, power stations and EHV network. • To co-ordinate the O&M programmes of Thermal, Hydro and Private Power stations. • Supervision and Control over the intra state transmission system in coordination with RLDC. • Replies to LAQ, and Parliament questions on power supply position. • To maintain the Grid as per the Indian Electricity Grid code 20 • Co-ordination of G-T, T-D Meetings. • Attending MNRE, CEA, Minister of Power meetings regularly.</p>
4	DEE / Gen	<p>Monthly Technical Reports: Preparation of Monthly technical reports by collecting generation particulars from different generating stations (i.e Thermal, Hydel & Gas stations in Andhra Pradesh), power planning wing, EBC, Load despatch centre and RE wing/ Connectivity division of CGM/HRD & Plg and sent to SRLDC with the approval of SE/SLDC, by 25th.</p> <p>Trainings for the engineers of APLSDC: Processing of note for approval from APTRANSCO for Deputation of Engineers from SLDC.</p> <p>(i) For the specialized training programmes designed for SLDC Engineers by NPTI /PSTI under LDC fund of POSOCO.</p> <p>(ii) For the study programme / workshops</p>

		<p>organized by international organizations outside India with the co-ordination / sponsor of Ministry of Power of Government of India</p> <p>(iii) For the training programmes communicated by CGM/HRD & Planning, APTRANSCO.</p>
		<p>Verification of Back down Register in Load Despatch Centre, regarding ISGS, MTOA, STOA, & LTOA Net schedules, Entitlements, Requisition & surrender of APTRANSCO share as per availability of Generator (DC), URS, IEX (purchases & sales). Solar generation to Telangana. Issue of instructions to solar / wind generators in case non-compliance of SLDC Shift instructions by Solar / Wind generators in case of curtailment of generation.</p>
		<p>Security Measures of SLDC Control room; Capacity Building of Load Despatch Centre AG Audit Paras : Co-ordinating and communicating the AG Audit Paras within SLDC wing in reply to Audit wing of Accounts wing. Miscellaneous HR / Establishment works of SLDC Wing. Maintenance of Xerox machines in Load Despatch Control room. Miscellaneous works of SLDC Load Despatch Centre.</p>
	<p style="text-align: center;">EE-1/ Forecasting, Scheduling, LGBR,MOD,OA Applications, Reports, Others</p>	<p>Supervision, monitoring of all works of DEE/PP-1, DEE/PP-2,DEE/PP-3,DEE/MO and AEE/Scheduling in addition to the following works.</p> <ul style="list-style-type: none"> • Assessed of Day ahead availability and prepared forecast for 10.12.2019 and communicated commercial/APPCC for purchasing/sale of power as per the requirement • Collected and updated the maintenance of data relating to Energy and Demand met by the State, reservoir levels / Water

		<p>Inflows and releases from hydro reservoirs etc.</p> <ul style="list-style-type: none"> • Collected day ahead availability data from all units of APGENCO and Private Generators. • Collected day ahead availability data from all units of CGS Stations from SRLDC • Collected of day ahead forecasted demand from all DISCOMs. • Finalised the day ahead allocation of power for each DISCOM in the state daily and communicate the schedules to all DISCOMs.
		<ul style="list-style-type: none"> • Uploaded of data pertaining to day ahead requirement of power from CGS units and STOA transactions on daily basis in the SRLDC website • STOA, MTOA, LTOA Schedules for 08.12.2019 were verified • Preparation of reports for the monthly Operation Coordination Committee (OCC) meeting at SRLDC, Bangalore. • Follow day to day instructions of CE/SLDC and SE/SLDC. • Preparation of reports for the monthly SRPC meeting at SRLDC, Bangalore.
	<p>DEE-1/PP</p>	<ul style="list-style-type: none"> • Preparation of Power supply position for on going Assembly session. • Preparation of Statement of Hydel Generation for lost 10 years. • Preparation of Statement of Installed capacity vs Generation. • Preparation of details of allocation of Central generating Stations • Power supply position for Governor Report (Monthly) • Preparation of Monthly information on power for compiling “White Paper on Power” – Notes and information. (Monthly)

5		<ul style="list-style-type: none"> • . Preparation of Monthly Index of Industrial Production (IIP) with base year 2011-2012 sector wise Monthly Production Particulars of Electricity Preparation of Generation Particulars to the Director, Directorate of Economics and Statistics, Vijayawada (Monthly).Discoms,Generators and consumers etc. • Preparation and Furnishing of Monthly Trends and overhaul program. • Preparation and Submission of 4 months Forecast to SRPC and SRLDC (Monthly)
6	DEE-2/PP	<ul style="list-style-type: none"> • Backing down certification • Technical limits of backing down of APGENCO thermal units • Monthly preparation of Merit order sequence after getting variable charges from CE/comml • FGMO/RGMO correspondence with SRLDC and relevant documentation of certificates of various generators received on fortnightly basis. Apprising the higher ups as and when necessary on FGMO/RGMO. • Preparation of Merit Order compliance report on monthly basis for review in meeting. • Study of PPA's of various generators and apprising the relevant clauses when situation warrants. Correspondence with the generators regarding PPA clauses, their consequences etc.
7		<ul style="list-style-type: none"> • Study of CERC Grid code and APERC State Grid code and apprising the relevant clauses when situation warrants. Correspondence with CERC and APERC. • Time to time monitoring of CGS allocations from various stations preparation of comparative statement • Correspondence with APERC regarding Tariff order directives and their

		<p>compliance pertaining to Grid operation wing.</p> <ul style="list-style-type: none"> • Non compliance of backing down instructions, communicating to generators • One in CERC and four in APERC pending cases from this subdivision.. • Correspondence with CERC regarding cases filled on over drawl.
8	DEE-3/PP	<ul style="list-style-type: none"> • PREPARATION & VERIFICATION OF DAY AHEAD SCHEDULING & DEMAND FORECASTING to SRLDC • PREPARATION & VERIFICATION OF IMPLEMENTED SCHEDULES • PREPARATION OF EBC SCHEUDLES 5VERIFICATION OF SHARED PROJECTS b/w AP & TS (VIJESWARAM) and MONTHLY CONSOLIDATION w.r.t REA of SRPC & U.O to CE/COMML • MONTHLY LOAD SHEDDING PARTICULARS, HOURLY LR_s of DISCOMS to SRPC • Follow day to day instructions of CE/SLDC and SE/EBC. • OCC CORRESPONDANCE on actionable points of OCC meeting after completion etc.
9	DEE-4 / M O	<ul style="list-style-type: none"> • Preparation of daily forecast duly indicating the block wise shortfall/surplus for the day ahead market by considering the total power availability and forecasted demand and communicate the same to Commercial wing/APPCC. • Communicating the power requirement if any needed in week head, Day ahead contingency and intra day basis to Commercial wing/APPCC. • Verification of SRLDC initial and final schedules for the power purchased/sold in day ahead market/ day ahead contingency/week ahead/intra day.

10	AEE/MO	<ul style="list-style-type: none"> • Processing of STOA applications received for swapping/purchase/sale of power for APPCC/DISCOMS in co-ordination with Commercial wing/APPCC and maintaing related documents in hard form as well as soft form related to Advance/FCFS basis. • Preparation of weekly reports for the requirement given in day ahead market/ day ahead contingency/week ahead/intra day from Monday to Sunaday in every week and creating note file through FLM to get it ratified by the CMD/APTRANSCO. • Verification of the provisional schedule prepared by shift staff for inter state consumers (Bi-laterals) whether the STU losses were correctly deducted from the SRLDC net schedules in block wise to communicate the same to EBCs of DISCOMs.
12	AEE-1/PP	<ul style="list-style-type: none"> • PREPARATION & VERIFICATION OF DAY AHEAD SCHEDULING & DEMAND FORECASTING to SRLDC • PREPARATION & VERIFICATION OF IMPLEMENTED SCHEDULES • PREPARATION OF EBC SCHEUDLES • VERIFICATION OF SHARED PROJECTS b/w AP & TS (VIJESWARAM) and MONTHLY CONSOLIDATION w.r.t REA of SRPC & U.O to CE/COMML • MONTHLY LOAD SHEDDING PARTICULARS, HOURLY LRs of DISCOMS to SRPC • PREPARATION OF MONTHLY OCC DATA Co-ordinating & collecting the data from all the wings PSDF, CAPACITOR BANKS & REACORS STATUS, 400KV & 220KV LINES &SS PROGRESS, INSTALLED CAPACITY etc.

	<ul style="list-style-type: none"> • Follow day to day instructions of DEE/OA-1,EE/OA and SE/EBC. • PREPARATION OF MONTHLY OCC DATA Co-ordinating & collecting the data from all the wings PSDF, CAPACITOR BANKS & REACORS STATUS, 400KV & 220KV LINES &SS PROGRESS, INSTALLED CAPACITY etc.
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S.NO	DESIGNATION	WORKS ENTRUSTED
1	CE/APSLDC	<p>SLDC operations and Day to day activities of Energy accounting:</p> <ul style="list-style-type: none"> • Maintaining the Grid as per the Indian Electricity Grid code 20• • Forecast of daily Power requirements • Correspondence on Backing down of generation. • Implementing restriction & control measures during shortage of power &reviewing the power supply position in the State periodically. • Integrated operation of the Power System in the State. • Optimum scheduling & Despatch of electricity. • Statistics of electricity transmitted at grid level. • Operation on EHV systems, power stations and EHV network.

		<ul style="list-style-type: none"> • Co-ordinate the O&M programmes of Thermal, Hydro and Private Power stations. • Maintaining the intra state transmission system in coordination with RLDC. • Co-ordination of SRPC & TCC meetings & DISCOM scheduling. • APERC & CERC Correspondence. • Co-ordination of G-T, T-D Meetings and MNRE, CEA, Minister of Power meetings. • Reviewing SCADA approval. • Co ordination of REMC project. • Generation of reports on Intra state power transaction and REC Mechanism, RPPO, EIR's, issuing Permissions for Synchronization of wind &Solar and green energy plants etc.as per APERC regulation 4 of 20 • DSM works such as collecting F&S from wind &solar generators, calculation of DSM charges, collection of DSM charges etc. • Issueing short term open access approval and also system studies. <ul style="list-style-type: none"> •Reviewing Transmission losses calculation. • MRI data collection of T-D boundary points and G-T boundary points. • Manual energy readings collection of T- D of G-T boundary points.
2	DEE/Tech	<ul style="list-style-type: none"> • Peshi works of Chief Engineer / SLDC, SE/SLDC & SE/EBC. • Preparation of Hire vehicle bills of Chief Engineer / SLDC & SLDC Vehicle. • Preparation of Paper bills. • MIS of SLDC wing. • Continuation proposals for the staff of SLDC wing. • Continuation proposals of Outsource staff. • Establishment correspondance with Chief General Manager / HRD & Planning & Additional Secretary. • Preparation of Change return of SLDC wing. • Preparation of change return of Outsourcing staff.

3	SE/ Grid Operations	<p>Monitoring of Grid operation: • To maintain the Grid as per the Indian Electricity Grid code 20• Co-ordination of G-T, T-D Meetings. • Attending MNRE, CEA, Minister of Power meetings regularly. • Forecast of Power requirements • Preparation of power supply position report. • Correspondence on Backing down of generation. • To implement restriction & control measures during shortage of power. • To Review the power supply position in the State periodically. • Monitors integrated operation of the Power System in the State. • Responsible for optimum scheduling & Despatch of electricity. • Maintaining Statistics of electricity transmitted at grid level. • To approve the operation on EHV systems, power stations and EHV network. • To co-ordinate the O&M programmes of Thermal, Hydro and Private Power stations. • Supervision and Control over the intra state transmission system in coordination with RLDC. • Replies to LAQ, and Parliament questions on power supply position. • To maintain the Grid as per the Indian Electricity Grid code 20• Co-ordination of G-T, T-D Meetings. • Attending MNRE, CEA, Minister of Power meetings regularly.</p>
4	DEE / Gen	<p>Monthly Technical Reports: Preparation of Monthly technical reports by collecting generation particulars from different generating stations (i.e Thermal, Hydel & Gas stations in Andhra Pradesh), power planning wing, EBC, Load despatch centre and RE wing/ Connectivity division of CGM/HRD & Plg and sent to SRLDC with the approval of SE/SLDC, by 25th.</p> <p>Trainings for the engineers of APLSDC: Processing of note for approval from APTRANSCO for Deputation of Engineers from SLDC.</p> <p>(i) For the specialized training programmes designed for SLDC Engineers by NPTI /PSTI under LDC fund of POSOCO.</p> <p>(ii) For the study programme / workshops organized by international organizations outside India with the co-ordination / sponsor of Ministry of Power of Government of India</p> <p>(iii) For the training programmes communicated by</p>

		<p>CGM/HRD & Planning, APTRANSCO.</p> <p>Verification of Back down Register in Load Despatch Centre, regarding ISGS, MTOA, STOA, & LTOA Net schedules, Entitlements, Requisition & surrender of APTRANSCO share as per availability of Generator (DC), URS, IEX (purchases & sales). Solar generation to Telangana. Issue of instructions to solar / wind generators in case non-compliance of SLDC Shift instructions by Solar / Wind generators in case of curtailment of generation.</p> <p>Security Measures of SLDC Control room; Capacity Building of Load Despatch Centre AG Audit Paras : Co-ordinating and communicating the AG Audit Paras within SLDC wing in reply to Audit wing of Accounts wing. Miscellaneous HR / Establishment works of SLDC Wing. Maintenance of Xerox machines in Load Despatch Control room. Miscellaneous works of SLDC Load Despatch Centre.</p>
5	<p>EE-2/ SCADA, Grid Element integration, Data Centre, Others</p>	<ul style="list-style-type: none"> • Coordination with Telecom, TL&SS, MRT, ALDCs etc, for smooth functioning of SCADA system and in integration of new RTUs, data equipment into SCADA • Monitoring of Healthiness of SCADA data of the existing Substations/Generators, RTUs/SAS, MFTs/Transducers and to interact with the field for the rectification, Replacement of faulty components. Making necessary correspondence with the field and generators for replacement. • Taking Approval of DAS schemes and communicating to the users for implementation. • Preparation of IO lists, Single Line Diagrams for Integration of New Substations, Generators or any new grid elements into SCADA on IEC 101 or 104 as per the prevailing field conditions. Allocation of IPs to the Substations and generators on 104 protocol. • Look after Power Supply issues for the UPS and to the SCADA system • AMC of Existing EMS/SCADA system

		<ul style="list-style-type: none"> • Maintenance of data availability to DISCOMS, SRLDC and attending to their complaints • Administration of SLDC building LAN (hardware & software) and SLDC links to SRLDC & DISCOMS. • Providing real time SCADA data to the Management • Creation of Backup SLDC. • Monitoring the functionality of URTDSM project and availability of the system. • Integration of RTUs under Reliable Communication Project.
6	DEE-3/ SCADA /SLDC	<ul style="list-style-type: none"> • Monitoring the EMS/SCADA system: • Preparation of IO lists, Single Line Diagrams for Integration of New Substations, Generators or any new grid elements into SCADA on IEC 101 or 104 as per the prevailing field conditions. Allocation of IPs to the Substations and generators on 104 protocol. • Monitoring of Healthiness of SCADA data of the existing Substations/Generators, RTUs/SAS, MFTs/Transducers and to interact with the ALDCs and field to pursue for the rectification, Replacement of faulty components. Making necessary correspondence with the field and generators for replacement. • Analysis, Troubleshooting of Major and Minor SCADA data issues, Day-to-day monitoring of healthiness of communication Network of APSCADA and preparation of the related diagrams • Coordinating with SRLDC / PGCIL regarding acquiring of data of other states and also providing APTRANSCO data to them • Sending the history data/SCADA data to the control centre, other organizations as per requirement and monitoring the existing programs. • Sending and receiving data through ICCP to SRLDC, REMC project and URTDSM project. • Preparation and submission of Quarterly AMC bills of EMS/SCADA system.

		<ul style="list-style-type: none"> • Presently doing shift duties of Assistant Executive Engineer-4
7	DEE -Tel/SCADA	<ul style="list-style-type: none"> • Configuring Switches and Routers and firewalls in SCADA network during network enhancements like integrating 33KV Generators data through leased line over MPLS. • Scrutiny of Data Acquisition Scheme proposals from upcoming power generators and processing the same for giving approvals to be compatible with APTransco Network and pursue until the data is online. • Attending the telecom related works of SCADA network, REMC and URTDSM networks. • Co-ordinating with ALDCs and Field Telecom wings for quick restoration after pre-analysis of network from SCADA system during failure of substation/generator data. • Designing IP scheme and integrating the upcoming RTUs into APTransco network. • Integrating the Synergy RTUs under Reliable communication scheme into existing SCADA Network. • Maintenance of Switches & routers distributed across field substations which are integrating various substations data into APTransco communication Network and configuring them during network enhancements. • Issuing TOOs, purchase orders and processing quarterly bills towards Internet leased lines from M/s Railtel and M/s Power grid. • Extending internet, SAP and Wi-Fi to SLDC network and also to the Aptransco Management in IV floor of SLDC building through firewall and Cisco catalyst switches and Wi-Fi Routers and attending the issues. • Attending problems of Video Projection System (VPS) in SLDC control room. • Maintaining video conference system of SLDC for conducting video conference with various SLDCs/RLDCs. • To look after Network related works in Backup SLDC, Tirupati as per requirement of SCADA • All the TELECOM works required for Board of directors of APTRANSCO in SLDC Building Vidyut Soudha.

8	DEE-3 /ULDC	<ul style="list-style-type: none"> • Looking after the URTDSM project • Monitoring the functionality of URTDSM project and availability of the system. • Installation, Erection and Monitoring of 2x40kVA UPS system and also to see that it is best utilized for future other requirements also with sufficient outlets. • Certifying the System availability from time to time. • Interaction with Powergrid and M/s GE for installation of all the Analytical Software applications for best utilization by the organization. • Making plans and interaction with Powergrid for the next phase of URTDSM project implementation. • Making all the related correspondence with the concerned organizations.’ • Transmission of URTDSM data to SCADA through ICCP. • Monitoring of 2x40kVA UPS system under EMS/SCADA project. • AMC of 2X40 KVA UPS Systems at 9 Nos DCPC systems at various locations. • Looking after Creation of Backup SLDC, Tirupati: <ul style="list-style-type: none"> i) Monitoring of Electrical, Air-conditioning, UPS, and other related works as per requirement of SCADA ii) Scrutinizing the Technical specifications received from Power grid as per requirement for tendering.
9	AEE1/SCADA/SLDC	<ul style="list-style-type: none"> • Shift Operations of SCADA in SLDC • Preparation of IO lists, Single Line Diagrams for Integration of New Substations, Generators or any new grid elements into SCADA on IEC 101 or 104 as per the prevailing field conditions. Allocation of IPs to the Substations and generators on 104 protocol. • Monitoring of Healthiness of SCADA data of the existing Substations/Generators, RTUs/SAS, MFTs/Transducers and to interact with the ALDCs and field to pursue for the rectification, Replacement of faulty components. Making necessary correspondence with the field and generators for replacement. • Analysis, Troubleshooting of Major and Minor SCADA data issues, Day-to-day monitoring of healthiness of communication Network of APSCADA and preparation of the related diagrams • Coordinating with SRLDC / PGCIL regarding acquiring

		<p>of data of other states and also providing APTRANSCO data to them</p> <ul style="list-style-type: none"> • Sending the history data/SCADA data to the control centre, other organizations as per requirement and monitoring the existing programs. • Sending and receiving data through ICCP to SRLDC, REMC project and URTDSM project.
10	AEE2/SCADA/SLDC	same as above shift duties
11	AEE-3/SCADA	
12	AEE4/SCADA/Telecom	<ul style="list-style-type: none"> • Scrutiny of Data Acquisition Scheme proposals from upcoming power generators and processing the same for giving approvals to be compatible with APTransco Network and pursue until the data is online. • Designing IP scheme and integrating the upcoming RTUs into APTransco network. • Integrating the Synergy RTUs under Reliable communication scheme into existing SCADA Network. • Configuring Switches and Routers and firewalls in SCADA network during network enhancements like integrating 33KV Generators data through leased line over MPLS. • Attending the telecom related works of SCADA network, REMC and URTDSM networks. • Maintenance of Switches & routers distributed across field substations which are integrating various substations data into APTransco communication Network and configuring them during network enhancements. • Issuing TOOs, purchase orders and processing quarterly bills towards Internet leased lines from M/s Railtel and M/s Power grid. • Extending internet, SAP and Wi-Fi to SLDC network and also to the Aptransco Management in IV floor of SLDC building through firewall and Cisco catalyst switches and Wi-Fi Routers and attending the issues.

13	EE-4/ REMC, Sy.Studies, PoC Charges data, LCs, Others	<ul style="list-style-type: none"> • Submission of Quarterly data to Implementing agency for computation of PoC charges. • Submission of monthly base case to SRLDC for carrying out system studies at all India level. • Carrying out Load flow studies using PSSE Software for outage co-ordination with SRLDC • Outage planning for O.C.C and O.C.C Mid-review by SRPC. • Processing of critical Line clears. • Certification of ISTS Lines and Non ISTS lines carrying more than 50% interstate power. • Transmission system availability calculation and submission the same to SRPC for obtaining certification. • Submission of data for new elements charging in POSOCO formats to M/s POSOCO and to M/s SRLDC through FTC software.
14	AEE/Sy.Studies	<ul style="list-style-type: none"> • Miscellaneous works related to system studies and PoC.
15	DEE-1/REMC	<ul style="list-style-type: none"> • Miscellaneous Court cases Viz Outages of 400 KV Uravakonda Substation ,Non compliance of Grid Code REMC
16	DEE-2/ REMC	<ul style="list-style-type: none"> • Receiving forecast from forecasters day ahead, intraday and weekly. • Updating the data with DISCOM and APSLDC schedules round the clock. • Wind and Solar Curtailment.
17	AEE-1/REMC	<ul style="list-style-type: none"> • Voltage management at the stations. • Generating reports. • Monitoring REMC SCADA servers round the clock. • Correlation with schedules. Sending data to SLDC and receiving feedback.
18	AEE-4/REMC	<ul style="list-style-type: none"> • Creation of data base, for upcoming RE generators. • Monitoring of ICCP link with SRLDC and SLDC. • Providing static data (from Generators) to forecasters. • Collecting data and providing it to Samast. • Maintenance of hardware and software, communication equipment. • Integration of RTU substation data from SLDC GE Scada to REMC.

19	<p style="text-align: center;">EE-1/ Forecasting, Scheduling, LGBR,MOD,OA Applications, Reports, Others</p>	<p>Supervision, monitoring of all works of DEE/PP-1, DEE/PP-2,DEE/PP-3,DEE/MO and AEE/Scheduling in addition to the following works.</p> <ul style="list-style-type: none"> • Assessed of Day ahead availability and prepared forecast for 10.12.2019 and communicated commercial/APPCC for purchasing/sale of power as per the requirement • Collected and updated the maintenance of data relating to Energy and Demand met by the State, reservoir levels / Water Inflows and releases from hydro reservoirs etc. • Collected day ahead availability data from all units of APGENCO and Private Generators. • Collected day ahead availability data from all units of CGS Stations from SRLDC • Collected of day ahead forecasted demand from all DISCOMs. • Finalised the day ahead allocation of power for each DISCOM in the state daily and communicate the schedules to all DISCOMs. <hr/> <ul style="list-style-type: none"> • Uploaded of data pertaining to day ahead requirement of power from CGS units and STOA transactions on daily basis in the SRLDC website • STOA, MTOA,LTOA Schedules for 08.12.2019 were verified • Preparation of reports for the monthly Operation Coordination Committee (OCC) meeting at SRLDC, Bangalore. • Follow day to day instructions of CE/SLDC and SE/SLDC. • Preparation of reports for the monthly SRPCmeeting at SRLDC, Bangalore.
20	<p style="text-align: center;">DEE-1/PP</p>	<ul style="list-style-type: none"> • Preparation of Power supply position for on going Assembly session. • Preparation of Statement of Hydel Generation for last 10 years. • Preparation of Statement of Installed capacity vs Generation. • Preparation of details of allocation of Central generating Stations • Power supply position for Governor Report (Monthly) • Preparation of Monthly information on power for compiling “White Paper on Power” – Notes and information. (Monthly)

		<ul style="list-style-type: none"> • . Preparation of Monthly Index of Industrial Production (IIP) with base year 2011-2012 sector wise Monthly Production Particulars of Electricity Preparation of Generation Particulars to the Director, Directorate of Economics and Statistics, Vijayawada (Monthly).Discoms,Generators and consumers etc. • Preparation and Furnishing of Monthly Trends and overhaul program. • Preparation and Submission of 4 months Forecast to SRPC and SRLDC (Monthly)
21	DEE-2/PP	<ul style="list-style-type: none"> • Backing down certification • Technical limits of backing down of APGENCO thermal units • Monthly preparation of Merit order sequence after getting variable charges from CE/comml • FGMO/RGMO correspondence with SRLDC and relevant documentation of certificates of various generators received on fortnightly basis. Apprising the higher ups as and when necessary on FGMO/RGMO. • Preparation of Merit Order compliance report on monthly basis for review in meeting. • Study of PPA's of various generators and apprising the relevant clauses when situation warrants. Correspondence with the generators regarding PPA clauses, their consequences etc.
		<ul style="list-style-type: none"> • Study of CERC Grid code and APERC State Grid code and apprising the relevant clauses when situation warrants. Correspondence with CERC and APERC. • Time to time monitoring of CGS allocations from various stations preparation of comparative statement • Correspondence with APERC regarding Tariff order directives and their compliance pertaining to Grid operation wing. • Non compliance of backing down instructions, communicating to generators • One in CERC and four in APERC pending cases from this subdivision.. • Correspondence with CERC regarding cases filled on over drawl.
22	DEE-3/PP	<ul style="list-style-type: none"> • PREPARATION & VERIFICATION OF DAY AHEAD SCHEDULING & DEMAND FORECASTING to

		<p>SRLDC</p> <ul style="list-style-type: none"> • PREPARATION & VERIFICATION OF IMPLEMENTED SCHEDULES • PREPARATION OF EBC SCHEUDLES 5VERIFICATION OF SHARED PROJECTS b/w AP & TS (VIJESWARAM) and MONTHLY CONSOLIDATION w.r.t REA of SRPC & U.O to CE/COMML • MONTHLY LOAD SHEDDING PARTICULARS, HOURLY LRs of DISCOMS to SRPC • Follow day to day instructions of CE/SLDC and SE/EBC. • OCC CORRESPONDANCE on actionable points of OCC meeting after completion etc.
23	DEE / M O	<ul style="list-style-type: none"> • Preparation of daily forecast duly indicating the block wise shortfall/surplus for the day ahead market by considering the total power availability and forecasted demand and communicate the same to Commercial wing/APPCC. • Communicating the power requirement if any needed in week head, Day ahead contingency and intra day basis to Commercial wing/APPCC. • Verification of SRLDC initial and final schedules for the power purchased/sold in day ahead market/ day ahead contingency/week ahead/intra day.
24	AEE/MO	<ul style="list-style-type: none"> • Processing of STOA applications received for swapping/purchase/sale of power for APPCC/DISCOMS in co-ordination with Commercial wing/APPCC and maintaing related documents in hard form as well as soft form related to Advance/FCFS basis. • Preparation of weekly reports for the requirement given in day ahead market/ day ahead contingency/week ahead/intra day from Monday to Sunaday in every week and creating note file through FLM to get it ratified by the CMD/APTRANSCO. • Verification of the provisional schedule prepared by shift staff for inter state consumers (Bi-laterals) whether the STU losses were correctly deducted from the SRLDC net schedules in block wise to communicate the same to EBCs of DISCOMs.

25	AEE-1/PP	<ul style="list-style-type: none"> • PREPARATION & VERIFICATION OF DAY AHEAD SCHEDULING & DEMAND FORECASTING to SRLDC • PREPARATION & VERIFICATION OF IMPLEMENTED SCHEDULES • PREPARATION OF EBC SCHEUDLES • VERIFICATION OF SHARED PROJECTS b/w AP & TS (VIJESWARAM) and MONTHLY CONSOLIDATION w.r.t REA of SRPC & U.O to CE/COMML • MONTHLY LOAD SHEDDING PARTICULARS, HOURLY LR's of DISCOMS to SRPC • PREPARATION OF MONTHLY OCC DATA Co-ordinating & collecting the data from all the wings PSDF, CAPACITOR BANKS & REACORS STATUS, 400KV & 220KV LINES &SS PROGRESS, INSTALLED CAPACITY etc. • Follow day to day instructions of DEE/OA-1,EE/OA and SE/EBC. • PREPARATION OF MONTHLY OCC DATA Co-ordinating & collecting the data from all the wings PSDF, CAPACITOR BANKS & REACORS STATUS, 400KV & 220KV LINES &SS PROGRESS, INSTALLED CAPACITY etc.
26	EE-4/Shift	APSLDC/Shift-Grid operations and Real time scheduleing
27	EE-3/Shift	
28	EE-2/Shift	
29	EE-5/Shift	
30		
31	EE-1/Shift	
32	DEE/Shift /SLDC	
33	DEE-1/ Division-1/ Shift /SLDC	
34	DEE-1/ Division-2/ Shift	
35	DEE-2/ Division-2/ Shift	

36	DEE-1/ Division-3/ Shift	
37	DEE-3/ Division-2/ Shift	
38	DEE/Shift	
39	DEE-3/ Division-1/ Shift	
40	DEE-2/ Division-1/ Shift	
41	AE/Shift	
42	AEE-1/ Division-3/ Shift	
43	AEE-2/ Division-1/ Shift	
44	AEE-2/ Division-2/ Shift	
45	AEE/Shift	
46	SE/ Energy Reconciliation & Settlement	<ul style="list-style-type: none"> • To implement energy transaction and energy accounting of IPPs and other Power suppliers. • Co-ordinating APPSC Discom to Discom energy settlement and open access related meetings. • Co-ordinating monthly manual energy certification meeting with Discoms. • Open Access(Both STOA&MTOA). • Open Access and Inter State generators, Intra state power transaction. • Issuance of NOCs for short term open access. • Generation of reports on Intra state power transaction. • Monitoring & Supervision of REC Mechanism, RPPO, EIR's, issuing Permissions for Synchronization of wind & Solar and green energy plants etc.as per APERC regulation 4 of 20 • Monitoring and supervising DSM works such as collecting F&S from wind & solar generators, calculation of DSM charges, collection of DSM charges etc. • Transmission losses calculation. • MRI data collection of T-D boundary points and G-T boundary points. • Manual energy readings collection of T- D of G-T boundary points.

47	<p>EE-8/ RE, Certificates, VRE Synchronization permits, Others</p>	<p>Execution, Supervision, monitoring of the works related to Renewable Energy distributed among two subdivisions as given below. RPPO:• Collection of energy consumption particulars of Obligated Entities (viz., Discoms, open access consumers and captive consumers) from concerned Discom for the purpose of assessing the RPPO compliance by each obligated entity. • Consolidation of energy consumption particulars on yearly basis. • Consolidation of RECs purchased and submitted by obligated entities. • Preparation of Annual Returns on RPPO compliance status by each obligated entity and submission to Hon'ble APERC. • Communication of RPPO returns to each obligated entity through concerned Discom directing them to fulfill RPPO. • Note files on court cases. Energy Injection Report (EIR)s: • Collection of Joint Meter Reading (JMR)s & MRI dumps pertaining to renewable energy generators registered under REC Mechanism. • Accounting of renewable energy generated and preparation of Energy Injection Report (EIR)s based on JMRs, MRI dumps and EBC settlement reports, for each Registered RE generator on monthly basis. • Maintains the record of meter readings and communicates the energy injection reports for each accredited RE project of the registered Eligible Entity within State to the Central Agency on monthly basis. Taking approval from the APTRANSCO for issuing SLDC technical clearance to APDISCOMS for synchronization of RE generators. • Collection of RE Generators F&S . • Collection of static data from the wind and Solar generators including LVRT, HVRT details. • Submission of reports to SRPC & SRLDC. • Correspondence with</p>
48	DEE-1/RE	

		<p>WTGs and Solar generators regarding implementation of CERC, APERC regulations and Grid code relating to the works allocated.</p> <ul style="list-style-type: none"> • Conducts preliminary scrutiny of Accreditation applications & ensures application form is complete in all respects along with necessary documents and applicable processing fees. • Pursues the generators for submission of any further information if necessary. • Verifies thoroughly the documents like Land details, Power Evacuation Arrangement Permission letter, Confirmation of metering arrangement with Single Line Diagram, Power Purchase Agreement, Energy meter details, Critical equipment details, Copies of clearances (Environmental clearance from Pollution Control Board etc) etc which are required for eligible entity to get accreditation. • Inspection teams are sent to the inspection of the generators. Based on 'The Inspection Report' again a Note is circulated to the Board for issuing 'Certificate of Accreditation' to the concerned applicant if Inspection Report found satisfactory, after receiving accreditation charges. • Intimating in writing the Accreditation particulars of RE Generator project to Central Agency (NLDC), Concerned Discom in which generator located and Applicant. • If accreditation is not granted, intimating in writing to the applicant, the reasons for rejecting the application for accreditation. • Filing the Counter Affidavit in Court, if applicant approaches to the court after rejection of application. • Intimating in writing to the applicant to pay 'Annual Accreditation fee and if any other fees etc. • Correspondence with CERC & APERC if any difficulty arises in the process of accreditation. • Initiating necessary penal actions or measures for Revocation of accreditation if RE generator is not abiding the directions given to it from time to time. • Submission of monthly energy generated reports to CEA and SRPC based on the energy settled by EBC.
49	DEE-2/RE	
50	EE-7/OA	<p>Supervision, monitoring of all works of DEE/OA-1, DEE/OA-2 and AEE/OA in addition to the following works.</p> <ul style="list-style-type: none"> • Regulations and related matters (Open Access). • Short Term Open Access for Intra state Generators/Consumers • Short term Inter state Generators power selling through

		<p>IEX.</p> <ul style="list-style-type: none"> • Short term Inter state Bilaterals, No objections and concurrences. • Long term Inter state Generators-M/s SEMCORP- Approvals and settlements • Medium term Inter state Generators-M/s KSK Mahanadi- Approvals and settlements • Preparation of monthly reports regarding IEX portfolio schedules, Implemented schedules for intra generators, Bilateral sheets etc. • Capacity confirmation for all inter & Intra transactions in SAP Every month • OA correspondence regarding court cases, RTI applications, APERC, Discoms, Generators and consumers etc. • Follow day to day instructions of CE/SLDC and SE/EBC.
51	DEE-1/OA	<p>Supervision, monitoring of all works of AEE/OA in addition to the following works.</p> <ul style="list-style-type: none"> • Regulations and related matters (Open Access). • Short Term Open Access for Intra state Generators/Consumers • Short term Inter state Generators power selling through IEX. • Short term Inter state Bilaterals, No objections and concurrences. • Preparation of monthly reports regarding IEX portfolio schedules, Implemented schedules for intra generators, Bilateral sheets etc. • Capacity confirmation for all inter & Intra transactions in SAP Every month • OA correspondence regarding court cases, RTI applications, APERC, Discoms, Generators and consumers etc. • Follow day to day instructions of EE/OA and SE/EBC.

52	DEE-2/OA	<ul style="list-style-type: none"> • Regulations and related matters (Open Access). • Processing of interstate MTOA applications received from Generators/Consumers for issuance of "No Objection Certificate" from SLDC. • Verification of SRLDC daily schedules regarding LTA and MTOA transactions, whether backing down was implemented by generators as per request of SLDC/technical limits for energy and availability certification and maintaining the related data in soft form. • verification of SRLDC daily schedules of third party sales/purchases against SRLDC approvals. • Verification of IEX daily reports uploaded to APTRANSCO website with IEX schedules sent to DISCOMs by shift staff by checking whether the state losses, DISCOM losses and area losses were correctly applied. • OA correspondence regarding court cases, RTI applications, APERC, Discoms, Generators and consumers etc. • Follow day to day instructions of CE/SLDC and SE/EBC.
53	AEE-1/EBC	<ul style="list-style-type: none"> • Regulations and related matters (Open Access). • Short Term Open Access for Intra state Generators/Consumers • Short term Inter state Generators power selling through IEX. • Preparation of monthly reports regarding IEX portfolio schedules, Implemented schedules for intra generators, Bilateral sheets etc. • Entering and Capacity confirmation for all Intra transactions in SAP Every month • OA correspondence regarding court cases, RTI applications, APERC, Discoms, Generators and consumers etc. • Follow day to day instructions of DEE/OA-1, EE/OA and SE/EBC.
54	EE-9/SLDC Establishment, SLDC HR Payments, SLDC Revenues, DSM deviation billing, Others	<ul style="list-style-type: none"> • Computations of DSM charges in order to collect the amounts from Qualified Coordination Agencies (QCAs) in every month being done. • Draft amendments to Forecasting, Scheduling, Deviation Settlements to the Regulation 4 of 2017 were prepared on certain provisions. The draft amendments were approved and will be submitted very soon to Hon'ble

		<p>APERC by RAC wing of APTRANSCO. After submission, Regulatory Process would be conducted by APERC i.e., public hearings, objections from various stakeholders, replies are to be in time frame as prescribed by Hon'ble APERC</p> <ul style="list-style-type: none"> • Collection of DSM charges as per Regulation 4 of 2017 is being monitored whether the amounts are being deposited by the respective QCA. • Comprehensive discussions are being held with QCAs to reconcile the amounts as well as vast data of schedules & MRI data has been done in every month i.e., day to day which is a very cumbersome process because it involves huge commercial implications
55	DEE/DSM	<ul style="list-style-type: none"> • As per DSM procedures, QCAs has to furnish the bank guarantees to APSLDC from Solar & Wind Developers and also regularly being monitored about the validity of BGs and also Claim period. <p>Further, correspondence with Banks is being done about the correctness of BGs.</p> <ul style="list-style-type: none"> • On DSM Regulations 4 of 2017 and also DSM charges collection from Solar & wind developers, Court cases of Solar and wind developers are being continuously pursued with the SLA in order to know about the status of hearing of these cases in Hon'ble High Court of Andhra Pradesh
56	AEE-5/EBC	<ul style="list-style-type: none"> • Regulations and related matters (DSM) • Collection of Energy meter dumps for all DSM point, processing of dumps in coordination with EBC division. • DSM(Error) Calculations after receiving F7S from online or from RE Division along with curtailments. • Intimation of deviation settlements and collection of deviation charges from generators and related DSM process as per APERC regulation. • DSM correspondence regarding court cases, RTI applications, APERC, QCAS and generators etc. • Follow day to day instructions of DE/DSM and SE/EBC
57	DEE/IT/SLDC	IT works of SLDC

58	EE-6/(EBC) OA Consumers Settlement, IBSS,Others	<p>Supervision and monitoring of following works of EBC wing and Co-ordinating monthly manual energy certification meeting with Discoms and other meetings:</p> <ul style="list-style-type: none"> • Preparation of monthly Transmission losses from MRI and Manual Boundary metering data from APGenco & APDiscoms. • Deviation Energy calculations of Generators in the State availing Inter State Open Access. • EBC server related works and taking data back-up periodically. • Issuing of ABT meters MRI data Compatibility Certifications for Open Access Generators. • Energy settlement of Intra state open access users • Co-ordinating APBSC Discom to Discom energy settlement and Inter-state open access related works. • SAMAST Implementation works. • Correspondence related to EBC works.
59	DEE1/EBC	<ul style="list-style-type: none"> • Preparation of montly Transmission losses. • Deviation Energy calculations of Generators in the State availing Inter State Open Access. • Deviation Energy calculations of Wind Generators (presently M/s.ITC Ltd.), availing Inter State Open Access. • EBC server related works and taking data back-up periodically. • Co-ordination and supervision of following works of AEEs-1&2/EBC : <ul style="list-style-type: none"> i) All APTRANSCO Boundary points MRI data uploading to EBC data base in server using EBC applications, every month ii) All APTRANSCO Boundary points Manual data uploading to EBC data base in server using EBC applications, every month iii) Issuing of Energy Meter EBC compatibility certificates for Open Access Generators. iv) Preparing of Energy Abstracts for DISCOMs consumption based on manual readings and carrying out manual energy certification meeting between two DISCOMs, every month v) APGENCO energy certification, every month vi) Correspondence related to MRI & Manual data received.

60	DEE-2/EBC	<ul style="list-style-type: none"> • Coordinating of AP Balancing Settlement Committee (APBSC) Discom to Discom energy settlement and interstate open access related works. • Preparation of inputs for FBSS, EX-Ante and Ex-post run of FBSS monthly variable cost. • SAMAST (Scheduling, Accounting, Metering and Settlement of Transactions) implementation works. • 0.2 class ABT Energy Meters (TVMs) for installation at EHT Substations of `APTRANSCO & RTSS. • Carrying out monthly imbalance settlements between DISCOM to DISCOM. • Preparing inputs to carryout DISCOM to DISCOM Settlement. • . Preparing inputs to the DISCOMS to DISCOMS settlement from SRPC Website. • Consolidation of DISCOM drawls, purchases and sales, variable cost and fixed cost. • Consolidation of Generator schedules and MRI data. • Maintaining Monthly dumps of DISCOM to DISCOM settlement.
61	DEE-OA1/EBC	<ul style="list-style-type: none"> • Energy & Demand settlements of Intra state Open access Users for the assigned Generators and Consumers.(19 Nos OA Generators & 63 Nos OA Consumers) • Following Open Access Regulations from time to time and related matters • Obtaining Intra state open access user's Manual readings, MRI dumps, Power Interruptions data , Bank letters from respective Discoms and validation of MRI data and up loading to data base etc., • Conducting Open access certification meetings from time to time and forwarding certified copies to stake holders. • Verification of Meters compatability and priorities of Consumers for the files circulated by CGM/HRD & Olg/APTRANSCO thru FLM for LTOA consumers availing open access • Correspondence related to OA Generators and Consumers

62	DEE-OA2/ EBC	<ul style="list-style-type: none"> • Energy & Demand settlements of Intra state Open access Users for the assigned Generators and Consumers.(34 Nos OA Generators & 38 Nos OA Consumers) • Following Open Access Regulations from time to time and related matters • Obtaining Intra state open access user’s Manual readings, MRI dumps, Power Interruptions data , Bank letters from respective Discoms and validation of MRI data and up loading to data base etc., • Conducting Open access certification meetings from time to time and forwarding certified copies to stake holders. • Verification of Meters compatability and priorities of Consumers for the files circulated by CGM/HRD & Olg/APTRANSCO thru FLM for LTOA consumers availing open access • Correspondence related to OA Generators and Consumers
63	DEE-OA3/ EBC	<ul style="list-style-type: none"> • Energy & Demand settlements of Intra state Open access Users for the assigned Generators and Consumers.(23 Nos OA Generators & 22 Nos OA Consumers) • Following Open Access Regulations from time to time and related matters • Obtaining Intra state open access user’s Manual readings, MRI dumps, Power Interruptions data , Bank letters from respective Discoms and validation of MRI data and up loading to data base etc., • Conducting Open access certification meetings from time to time and forwarding certified copies to stake holders. • Verification of Meters compatability and priorities of Consumers for the files circulated by CGM/HRD & Olg/APTRANSCO thru FLM for LTOA consumers availing open access • Correspondence related to OA Generators and Consumers
64	DEE-OA4/ EBC	<ul style="list-style-type: none"> • Energy & Demand settlements of Intra state Open access Users for the assigned Generators and

		<p>Consumers.(23 Nos OA Generators & 19 Nos OA Consumers)</p> <ul style="list-style-type: none"> • Following Open Access Regulations from time to time and related matters • Obtaining Intra state open access user’s Manual readings, MRI dumps, Power Interruptions data , Bank letters from respective Discoms and validation of MRI data and up loading to data base etc., • Conducting Open access certification meetings from time to time and forwarding certified copies to stake holders. • Verification of Meters compatability and priorities of Consumers for the files circulated by CGM/HRD & Olg/APTRANSCO thru FLM for LTOA consumers availing open access • Correspondence related to OA Generators and Consumers
65	AEE-OA5/EBC	<ul style="list-style-type: none"> • Energy & Demand settlements of Intra state Open access Users for the assigned Generators and Consumers.(23 Nos OA Generators & 19 Nos OA Consumers) • Following Open Access Regulations from time to time and related matters • Obtaining Intra state open access user’s Manual readings, MRI dumps, Power Interruptions data , Bank letters from respective Discoms and validation of MRI data and up loading to data base etc., • Conducting Open access certification meetings from time to time and forwarding certified copies to stake holders. • Verification of Meters compatability and priorities of Consumers for the files circulated by CGM/HRD & Olg/APTRANSCO thru FLM for LTOA consumers availing open access • Correspondence related to OA Generators and Consumers
66	AEE-4/EBC	<ul style="list-style-type: none"> • MRI data Collection from field & RDCCs through mails. • Master data Updating. • Conversion & Uploading of MRI data to Data Base with Proper Multiplication factor. • Comparision of Manual VS MRI Energies.

		<ul style="list-style-type: none"> • Analysis of MRI data for missing points. • Preparation of PDSM Point Report. • Issuing of ABT meters MRI data Compatibility Certifications for Open Access Generators. • Submission of data related to MRI dumps.
67	AEE-2/EBC	<ul style="list-style-type: none"> • Manual data collection from DEs/TL&SS & updating manual readings of all Boundary metering points into Oracle database. After entered to the database verification of manual energies with MRI data. • Verification of G-T Manual Energy data received from field with APGenco bills, feeding into Oracle database and comparison of manual energies with MRI for G-T Manual Energy certification. • Generation of T- D MRI reports district wise for two Discoms and generation of T-D MRI Abstract and communicating the same to Discoms for Energy Audit. • Preparation of Private Developers generation data (manual based) and communicating to SLDC • Convening of monthly manual energy certification meeting & communicating manual energy certification copies to particular Discoms • Preparation of Bi-directional data (Manual based) for calculation of transmission losses. • Correspondence with field for missing Manual and MRI data.
68	EE-3/Data Warhousing, data standards, data analytics, others	New Post

- 1.Receiving forecast from forecasters day ahead, intraday and weekly.
- 2.Updating the data with DISCOM and APSLDC schedules round the clock.
3. Wind and Solar Curtailment.
4. Voltage management at the stations.
5. Generating reports.
6. Monitoring REMC SCADA servers round the clock.
7. Correlation with schedules. Sending data to SLDC and receiving feedback.
8. Creation of data base, for upcoming RE generators.
9. Monitoring of ICCP link with SRLDC and SLDC.
10. Providing static data (from Generators) to forecasters.
11. Collecting data and providing it to Samast.
- 12.Maintenance of hardware and software, communication equipment.
- 13.Integration of RTU substation data from SLDC GE Scada to REMC.

O/o SE/O&M/Kadapa

Designation of the Officer	Duties entrusted
Executive Engineer / O&M / Yerraguntla	Execution and management of all technical and field works. Operation and Maintenance of all EHT lines and Sub-Stations of voltage level 220 KV and 132KV. Preventive maintenance, pre-monsoon inspections, routine patrolling of EHT lines, inspection of EHT sub-stations, major rectifications as per norms. Procurement proposals of T&P, vehicles, material required for operation and maintenance of lines and sub-stations, preparation and sanctioning of estimates (as per Monetary powers), calling tenders, entering agreements, and budget proposals. Monitoring and execution of construction works including system improvement schemes concerned to the division.
Assistant Executive Engineer/Technl., O/o EE/O&M/YERRAGUNTLA	Duties carried out are: 1)Processing of Estimates for the works to be carried out in the Division level 2) Monthly returns like MIS, KPI, Availability, Vehicles etc..3) Boundary Meters & Private Power developers readings and correspondence 4) Processing of work bills, manning bills of the Division, 5) SAP Correspondence regarding processing of bills, Purchase orders, Material indents for material allotment 6) Entering of agreements for the works to be carried out. 7) Quality Assurance Correspondence i.e; Remarks will be attended and reports will be submitted.

DEEs/Shift/220 KV SS Yerraguntla	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondence with LD/ shift regarding load flow of connected sub-stations, continuous monitoring of the load flows etc., Informing or assisting the maintenance works (i.e; Red hot rectification works & LC works).
DEEs/Shift/220 KV SS Pulivendula(deputed as Maintenance DEEs to Yerraguntla and Kondapuram)	
AEE/Shift/220KVSS timmapuram	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondence with LD/ shift regarding load flow of connected sub-stations, continuous monitoring of the load flows etc., Informing or assisting the maintenance works (i.e; Red hot rectification works & LC works).
DEE/MAIN/220 KV SS Yerraguntla	Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers
AEE/MAIN/220 KV SS Yerraguntla	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .
AEE/M/132KV SS/ Proddatur	
AEE/M/132KV SS/Jammalamadugu	
AEE/M/132KV SS/Bharathi Cements Ltd	
AEE/M/132KV RTSS Muddanur(vacant)	

<p>DEE/MAIN/220 KV SS Pulivendula</p>	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
<p>AEE/M/220KVSS Pulivendula</p>	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
<p>AEE/M/132KVSS Pulivendula</p>	
<p>AEE/M/132KVSS Balapanur</p>	
<p>AEE/M/132KVSS Vempalli</p>	
<p>AEE/M/132KVSS Lingala(vacant)</p>	
<p>AEE/M/220KVSS Chakrayapeta(vacant)</p>	
<p>DEE/MAIN/220 KV SS Kondapuram</p>	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be</p>

	maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers
AEE/M/220KVSS Kondapuram	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .
AEE/M/132/11KVSS 132/11KVSS GKLIS(not santonied)	
AEE/M/220KVSS tirumalayapalli(vacant)	
AEE/ Lines-I/Yerraguntla SD(vacant)	Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, processing of work bills and raising indents in SAP, updation of lines inspection and patrolling in PATROSOFT and Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers.
AEE/ Lines-II/Yerraguntla SD	
DEEE/LINES/Pulivendula SD	Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO

	Service Motto to AP Electricity consumers
AEE/ Lines/Pulivendula SD	<p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, processing of work bills and raising indents in SAP, updation of lines inspection and patrolling in PATROSOFT and Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers.</p>
DEEE/LINES/Yerraguntla SD	<p>Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
DEE/M/Timmapuram	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines.</p>

	Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers
AEE/M/220KVSS timmapuram	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .
Record assistant, O/o EE/O&M/Yerraguntla	Maintaining office files and Registers,All division office employees TA bills verification, Permanent imprest, Temporary advance in division office
Helper/SERVER,O/o EE/O&M/Yerraguntla	To assist in all matters of the division office
SWG,220KVSS Yerraguntla	sweeping and cleaning of substain premises of 220KVSS Yerraguntla,
Executive Engineer / Hot Lines/ Kadapa	To monitor the Thermo-vision scanning and faults rectification works of various EHT substations & lines in 2 Nos. hotline sub divisions towards preventive maintenance. Scrutinizing of various proposals on Hot Line T & P, Hotline vehicles, Office buildings and Office furniture for the Hotline sub-divisions. Consolidation of Monthly performance report of all Hotline sub-divisions covering the various operations carried out by them and the resultant energy saving to APTRANSCO, whenever it is necessary.Coordination of various types of Hot Line works (list given below) employing Hotstick method and Bare Hand technique pertaining to 2 Nos. hotline sub divisions (Kadapa & Kurnool) in Kadapa zone as per system exigencies.
Deputy Executive Engineer/HOT Lines/Kadapa	Live line maintenance of EHT lines and Substations by using both Hot Stick Method, Bare Hand Technique Method and duly ensuring safety aspects. Scanning of EHT Sub-stations and EHT Lines. Programming for carrying-out Hot-line works in Kadapa

	and Chittoor Districts.
Assistant Executive Engineer Hotlines/Kadapa	Live line maintenance of EHT lines and Substations by using both Hot Stick Method and Bare Hand Technique Method. Scanning of EHT Sub-stations and EHT Lines in Kadapa and Chittoor Districts. Preparation of monthly progress reports, O&M staff correspondence and preparation of estimates and other office correspondence. Periodical maintenance of T&P and other related matters.
Assistant Executive Engineer/Hot lines /Kadapa	Live line maintenance of EHT lines and Substations by using both Hot Stick Method and Bare Hand Technique Method. Scanning of EHT Sub-stations and EHT Lines in Kadapa and Chittoor Districts. Preparation of work Bills, estimates and other correspondence of departmental and hired vehicles.
Fore Man GR II/Hot lines/Kadapa	Assisting AEE/Hotlines/KDP in carrying out the Hotlines works
Line Inspector/Hot Lnes/kadapa	Assisting AEE/Hotlines/KDP in carrying out the Hotlines works
Line Inspector/Hot Lnes/kadapa	Assisting AEE/Hotlines/KDP in carrying out the Hotlines works
CFM/Hot Lines/Kadapa	Assisting AEE/Hotlines/KDP in carrying out the Hotlines works
Executive Engineer/MRT & Transformers/Kadapa	Inspection of Testing and Commissioning of New equipments Viz Circuit Breakers,CTs, PTS, CVTs, Relays and Power Transformers at Voltage levels up to 220 KV at EHT Substations of O&M Circle in Kadapa Distrcet and attending periodical testing of Private power developers(PPDs), EHT Industrial Feeders and attending major outages both at EHT substations and metering related issues at PPDs in Kadapa District.
Assistant Executive Engineer/Technical, O/o EE/MRT & Trfs/Kadaps	Scrutiny of MRT Sub-Divisions/Kadapa & Yerraguntla and TRE Sub-Division/Kadapa and TRE O&M works Estimates, processing the work bills,Temporary Advances, Permenent Imprest, TA Bills, Vehicle Bills,Maintenance of Stationary and Registers and processing the O&m and technical Correspondence of MRT Sub-Divisions/Kadapa & Yerraguntla and TRE & Protection Sub-Division/Kadapa .
Deputy Executive Engineer/MRT/Kadapa	Supervision of Testing and Commissioning of New equipments Viz Circuit Breakers,CTs, PTS, CVTs, Relays and Power Transformers at Voltage levels up to 220 KV at EHT Substations. Periodical Testing of Energy Meters, Relays and Tan -Delta testing on CTs and PTRs. Pre-Commissioning tests , trouble shooting of Switchgear & Protection equipment, attending

	<p>SCADA works and attending emergencies for restoring the supply in various sub stations allocated to MRT Sub-division/Kadapa in Kadapa District.</p> <p>The following Sub-stations are allotted to MRT Sub-Division /Kadapa in Kadapa District.</p> <ol style="list-style-type: none"> (1) 220 KV Sub station/Kadapa (2) 220 KV Sub station/Mydukur (3) 220 KV Sub station/C.K.Palli (4) 220 KV Sub station/Rajampeta (5) 220 KV Sub station/Kodur (6) 220 KV Sub station/Porumamilla (7) 132 KV Sub station/Moolavanka (8) 132 KV Sub station/Sambepalli (9) 132 KV Sub station/Rayachoti (10) 132 KV Sub station/Badvel (11) 132 KV Sub station/Porumamilla (12) 132 KV Sub station/Brahmamgarimatam (13) 132 KV Sub station/T.G.Palli (14) 132 KV Sub station/RTSS Chowtapalli (15) 132 KV Sub station/Vontimitta (16) 132 KV Sub station/Duvvur (17) 132 KV Sub station/Kalasapadu
Assistant Executive Engineer/MRT-I/Kadapa	<p>Testing and Commissioning of New equipments Viz Breakers, CTs, PTs, CVTs, Relays and PTR at voltage levels up to 220 KV at EHT Substations.Periodical Testing of Energy Meters, Relays and Tan -Delta testing on CTs and PTRs. Pre-Commissioning tests , trouble shooting of Switchgear & Protection equipment, attending SCADA works and attending emergencies for restoring the supply in various sub stations allocated to the respective Sub-division in Kadapa District.</p>
Assistant Executive Engineer/MRT-II/Kadapa	
Assistant Executive Engineer/MRT-I/Yerraguntla	
Assistant Executive Engineer/MRT-II/Yerraguntla	
Assistant Executive Engineer/TRE & Protection/Kadapa	
Deputy Executive Engineer/TRE & Protection/Kadapa	<p>Supervision of Testing and Commissioning of Power Transformers at Voltage levels up to 220 KV at EHT Substations. Periodical Testing of PTRs at all the Nos EHT sub stations in Kadapa District. Testing and Commissioning of new equipment i.e PTRs, PTs, CTs, CVTs, switch gear and C&R panels.</p>
SE/O&M CIRCLE/KADAPA	<p>Superintending Engineer/O&M Circle/APTransco/Kadapa is incharge of Operation, Maintenance of 132KV and 220KV</p>

	substations and associated EHT Lines and pay unit functions in KKADAPA (District) along with Public Information Officer duties for KADAPA Zone consisting of 4 Districts.
DEE/Tech O/o SE/O&M/KADAPA	Scrutiny of procurement proposals,Preparation of O&M estimates, budget proposals of KADAPA District, PTR augmentation works in KADAPA Dist, Processing of Hired Vehicles,Contract work agreements, Processing of Manning Bills,monthly change return of the employees, File pendency information, Monthly returns, Quality Assurance, KPI etc.,
AEE/TECH-I	Processing of Estimates for the works to be carried out in the Circle level, Entering of agreements for the works to be carried out, Approvals and sanctions, Tendering of works etc and assisting in the day to day functions of DEE/Tech. Office Manning Bills, 33KV Bay Extension Works, KPI Targets, KPI Proformas, RTI, Boundary Meter Reading Correspondence, Project Works, Statutory Inspection Remarks, Private Power Developers,Capacitor Banks Correspondence,Quality Assurance Correspondence,Court Cases,Fish Pond Correspondence, Placing of Purchase Orders, Processing of SR proposals, Processing of Auctioned material like issuing of lifting orders, Removed Transformer oil return, SPC Meeting Correspondence, Allotment of materials, Processing of Tenders,Department Vehicle Correspondence,Hired Vehicle Correspondence and assisting in the day to day functions of DEE/Tech
AEE/TECH-II	Line Losses, News Letter, Outages, Industrial /Railway Traction Feeder Interruptions, 21) PTR Maximum / Minimum Demand, MIS , Failure Equipment correspondence, Bus Bar Protection Correspondence, 29) Advanced Planning of L.Cs etc and assisting in the day to day functions of DEE/Tech Entering of agreements for the works to be carried out in the office, Office Manning Tenders, Processing of Estimates for the works of new sustations and lines, Approvals and sanctions.EHT power line Crossing Works and assisting in the day to day functions of DEE/Tech
Executive Engineer / O&M / Kadapa	Execution and management of all technical and field works. Operation and Maintenance of all EHT lines and Sub-Stations of voltage level 220 KV and 132KV. Preventive maintenance, pre-monsoon inspections, routine patrolling of EHT lines, inspection of EHT sub-stations, major rectifications as per norms. Procurement proposals of T&P, vehicles, material required for

	operation and maintenance of lines and sub-stations, preparation and sanctioning of estimates (as per Monetary powers), calling tenders, entering agreements, and budget proposals. Monitoring and execution of construction works including system improvement schemes concerned to the division.
Assistant Executive Engineer/Techl., O/o EE/O&M/Kadapa	Duties carried out are: 1) Processing of Estimates for the works to be carried out in the Division level 2) Monthly returns like MIS, KPI, Availability, Vehicles etc..3) Boundary Meters & Private Power developers readings and correspondence 4) Processing of work bills, manning bills of the Division, 5) SAP Correspondence regarding processing of bills, Purchase orders, Material indents for material allotment 6) Entering of agreements for the works to be carried out. 7) Quality Assurance Correspondence i.e; Remarks will be attended and reports will be submitted.
DEEs/Shift/220 KV SS Kadapa	Attending shift duties such as maintenance of daily log sheets, log books, issuing LCs when required, correspondence with LD/ shift regarding load flow of connected sub-stations, continuous monitoring of the load flows etc., Informing or assisting the maintenance works (i.e; Red hot rectification works & LC works).
DEEs/Shift/220 KV SS Rajampeta	
DEEs/Shift/220 KV SS C.K.Palli	
DEE/MAIN/220 KV SS Kadapa	Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers
AEE/MAIN/220 KV SS Kadapa	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and
AEE/M/132KV SS/ RTSS Choutupalli	

	<p>General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
DEE/MAIN/220 KV SS /C.K.Palli	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/MAIN/220 KV SS C.K.Palli	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
AEE/M/132KV SS/ Moolavanka	
AEE/M/132KV SS/Rayachoti	
AEE/M/132KV SS/Sambepalli	
DEE/MAIN/220 KV SS Rajampeta	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid</p>

	<p>further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/M/220KVSS Rajampeta	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
AEE/M/132KVSS T.G.Palli	
AEE/M/132KVSS Vontimitta	
DEE/MAIN/220 KV SS Kodur	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc., Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/M/220KVSS Kodur	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works</p>

	attended etc., .
DEE/MAIN/220 KV SS Mydukur	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/M/220KVSS Mydukur	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
AEE/M/132KVSS B.Mattam	
AEE/M/132KVSS Duvvur	
AEE/M/132/KVSS/Badvel	
DEE/MAIN/220 KV SS Porumamilla	<p>Sub-Stations: Maintenance of Sub-Station Switch gear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines.</p>

	<p>Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/M/220KVSS Porumamilla	<p>Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .</p>
AEE/M/132KVSS Porumamilla	
AEE/M/132KVSS Kalaspadu	
Lines Subdivision Kadapa	
DEEE/LINES/Kadapa SD	<p>Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/ Lines-I/Kadapa SD AEE/Lines-II /Kadapa SD	<p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, processing of work bills and raising indents in SAP, updation of lines inspection and patrolling in PATROSOFT and Reducing the interruption time so that reliability of power supply will be maintained to the</p>

	consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers.
Lines Subdivision Rajampeta	
DEEE/LINES/Rajampeta SD	<p>Sub-Stations: Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like (Measuring IR values, Tan-Delta value for check of Healthiness of equipment) Power Transformers, Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, updation of maintenance works attended and processing of bills in SAP etc.,</p> <p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, Updation of lines inspection and patrolling in PATROSOFT, Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers</p>
AEE/ Lines/Rajampeta SD	<p>Lines: Patrolling of Lines, PMI and noticing the defects. Attending Preventive maintenance for noticed defects to avoid further damage to the other equipment at Sub-Stations or Lines. Attending Breakdowns of lines. Indenting the Line material for attending General & Emergency breakdowns, processing of work bills and raising indents in SAP, updation of lines inspection and patrolling in PATROSOFT and Reducing the interruption time so that reliability of power supply will be maintained to the consumers thus fulfils our APTRANSCO Service Motto to AP Electricity consumers.</p>
DEE/ALDC/C.K.PALLI	Supervision of the Departmental RTU's, O&M of the RTU's installed by the Private developers, for providing uninterrupted data to SLDC
AEE1/ALDC/C.K.PALLI	Maintenance of Departmental RTU's, Supervision of the Subject data for providing uninterrupted data to SLDC, O&M of the RTU's installed by the Private developers, Supervision of the Subject data.
AEE2/ALDC/C.K.PALLI	
Sub-Engineer	Maintenance of Sub-Station Switchgear equipment as per maintenance schedules of APTransco like Power Transformers,

	Circuit Breakers, Current Transformers, PTs and General Maintenance works also attending breakdown on the equipment. Estimates preparation for attending the works to be executed in Maintenance wing, processing of work bills and raising indents in SAP and updation of maintenance works attended etc., .
CFM/ Lines/Kadapa	To assist in all matters of the Lines Subdivision Kadapa
SWG,220KVSS Mydukur	sweeping and cleaning of substain premises of 220KVSS Mydukur,
SWG,220KVSS Rajampeta	sweeping and cleaning of substain premises of 220KVSS Rajampeta,
SWG,132KVSS Badvel	sweeping and cleaning of substain premises of 132KVSS Badvel,
Line Men/220KVSS/kadapa	To assist in all matters of the Subsation Maintenance works Kadapa

O/o Chief General Manger (Power Purchase)

Sl.No.	Designation	Work Entrusted
1	Chief General Manger (Power Purchase)	Head of the Power Purchase Wing (FAC)
2	OSD to CGM/PP/APPCC	Assisting and helping in day to day activities of Chief General Manger/Power Purchase/APPCC.
3	DEE/Tech	Working in the Peshi of Chief General Manger/Power Purchase /APPCC, Coordination the works related to General Manger/Power Purchase-II Wing (GM-PP-II Post is Vacant), Collecting & Consolidation of Monthly reports and replies to RTI and preparation of CEA and other static reports reposted by coordination wing, Managing In-ward, Out-wards letter as, preparing monthly bills , works related to APPCC Meetings, Replies to APERC Directives and Attending meetings Open access Energy settlement on behalf CGM/Power purchase, managing urgent e-office files and any works entrusted by CGM/Power Purchase/APPCC.
4	AAO	Coordination of the works related to General Manger/Legal, Collecting & Consolidation of Monthly reports and replies to RTI and preparation of CEA and other static reports reposted by coordination wing, Managing In-ward, Out-wards letter as, preparing monthly bills, works related to APPCC Meetings, Replies to APERC Directives
5	GM/PP-I Vacant	In charge for works related to the GM/PP-1 WING
6	DGM/Trading Vacant	In charge for works related to the DGM/Trading Division
7	Dy. Executive Engineer/Trading,	<p>1. Duties & Responsibilities :</p> <p>Scrutiny of Energy Bills, Co-ordination of legal cases, Preparing of affidavits pertaining to</p> <p>i) M/s SEMBCORP Energy India Ltd.</p> <p>ii) M/s KSK Mahanadi</p> <p>2. Responsibilities:</p> <p>i) Verification of Monthly bills with regard to admissible energy charges & Capacity charges in respect of M/s SEIL</p>

		<p>& M/s KSK.</p> <p>ii) Verification & admission of Monthly Open access Bills in respect of M/s SEIL & M/s KSK.</p> <p>iii) Verification of Change in law bills with respect to M/s.SEIL.</p> <p>iv) Correspondence with Generators, Government, APERC & CERC.</p> <p>v) Correspondence & coordination with APDISCOMs with regard to above PPAs.</p> <p>vi) Processing of necessary APPCC Note approvals with regard to commercial decisions.</p> <p>vii) Submission of data for filing ARR every year and furnishing replies on remarks raised by objectors and APERC directives.</p> <p>viii) Based on the data available in the office records, Preparation of para wise remarks to the various petitions and counters filed by developer and APDISCOMs in Supreme Court, High Court, APTEL, and CERC& APERC with regard to disputes in PPAs.</p>
8	Asst. Executive Engineer (Vacant)	<ol style="list-style-type: none"> 1. Verification of Monthly bills with regard to admissible energy charges & Capacity charges in respect of M/s SEIL & M/s KSK. 2. Verification & admission of Monthly Open access Bills in respect of M/s SEIL & M/s KSK. 3. Verification & admission of Monthly change in law bills in respect of M/s SEIL & M/s KSK. 4. Correspondence with Generators, Government, APERC& CERC. 5. Correspondence & coordination with APDISCOMs with regard to above PPAs. 6. Processing of necessary APPCC Note approvals with regard to commercial decisions. 7. Submission of data for filing ARR every year and attending queries.

		8. Based on the data available in the office records, Preparation of para wise remarks to the various petitions and counters filed by developer and APDISCOMs in Supreme Court, High Court, APTEL, and CERC & APERC with regard to disputes in PPAs.
9	AEE-3/Short term – (Vacant)	<ol style="list-style-type: none"> 1. Short term power purchases from Inter/Intra State Generators under bilateral contracts through DEEP e-bidding portal. 2. Furnishing of replies to the LAQs/ RSQs/ Audit Paras (AG/Internal Audit), Filing of ARR in APERC and replies to the directives of APERC. 3. Short Term Power purchases, sales & swapping as per Grid requirements assessed by SLDC wing. 4. Verification & admission of weekly energy bills with regards short term power purchase, sale & swapping. 5. Furnishing of replies to the LAQs/ RSQs/ Audit Paras (AG/Internal Audit), Filing of ARR in APERC and replies to the directives of APERC. 6. Correspondence with Generators, Government, APERC & CERC. 7. Based on the data available in the office records, Preparation of para wise remarks to the various petitions and counters filed by developer and APDISCOMs in Supreme Court, High Court, APTEL, and CERC & APERC with regard to disputes in PPAs.
10	AEE-TRADING (Vacant)	(Vacant)
11	AEE- IPP (Vacant)	<p>1. Duties & Responsibilities :</p> <p>Scrutiny of Energy Bills, Co-ordination of legal cases, Preparing of affidavits pertaining SPGL.</p> <ol style="list-style-type: none"> i) M/s Spectrum Power Generation Limited. ii) M/s.Godavari Gas Power Plant. <p>2. Responsibilities:</p> <ol style="list-style-type: none"> 1) Verification of fortnight gas & monthly energy bills in

		<p>respect of M/s SPGL.</p> <ol style="list-style-type: none"> 2) Correspondence with Generators, Government, APERC & CERC. 3) Correspondence & coordination with APDISCOMs with regard to above PPAs. 4) Processing of necessary APPCC Note approvals with regard to commercial decisions. 5) Based on the data available in the office records, Preparation of para wise remarks to the various petitions and counters filed by developer and APDISCOMs in Supreme Court, High Court, APTEL, and CERC & APERC with regard to disputes in PPAs. 6) Finalization of buy-out process of Godavari Gas Power Plant from M/s.GVK 7) Dealing with APGENCO and GGPP plant employees regarding Godavari Gas Power Plant issues 8) Dealing with GAIL regarding Gas Supply Agreement to GGPP & SPGL
12	DEE/Exchange	<p>Exchange Shift duties (24X7):</p> <ol style="list-style-type: none"> 1) Power purchase and sale through two power exchanges i.e. IEX & PXIL throughout the year (365 days) - Shift duties 2) Acting as a dedicated cell to monitor the round the clock market trend/prices as per the directives of APERC.
13	DEE/Exchange	<ol style="list-style-type: none"> 3) Reconciliation of energy for every month. 4) Preparation of daily ratifications for every month power purchase / sale transactions. 5) Maintaining the daily power traded data through exchanges in the system for future analysis. 6) Submitting the daily exchange obligation reports to SLDC, APERC, and Accounts Wing etc.
14	DEE/Exchange	<ol style="list-style-type: none"> 7) Correspondence with Accounts wing for IEX/PXIL funds related activities. 8) Correspondence with Exchanges for any technical issues, bidding procedures, software updates etc. to keep the IEX/PXIL application software upto date. 9) Preparing and submitting the Exchange reports to SLDC/Commercial wing for market analysis as and when

15	AEE/Exchange	they required.
16	AEE/Exchange	<ol style="list-style-type: none"> 1) Leave reliever duties of AEE-Exchange Shift. 2) Reconciliation of energy for every month. 3) Preparation of daily UO notes on power purchase and sale. 4) Preparation of daily ratifications for every month power purchase / sale transactions. 5) Periodical Exchanges correspondence through e-office. 6) Furnishing of replies to LAQ's, RSQs/ Audit Paras (AG/Internal Audit) filing of ARR's in APERC and replies to directives of APERC. 7) Correspondence with APERC, Accounts wing and Exchanges. 8) Preparation and consolidation of power purchase/Sale reports through exchanges. 9) Correspondence with Exchanges for any trainings, webinars, meetings etc. for maintaining Exchange's platform in updated versions. Attending webinars regarding new trends in exchanges.
17	DGM/CGS (Vacant)	Incharge of DGM/CGS Division
18	DEE/CGS (Vacant)	<ol style="list-style-type: none"> 1) Attending SRPC Commercial Sub-Committee meeting held by SRPC on quarterly basis on commercial related issues pertaining to SR Region. 2) Attending SRPC meeting held by SRPC on half yearly basis. 3) Attending the Validation Committee meeting held by CERC on quarterly basis for finalization of POC rates for each quarter. 4) Filing of Petitions before CERC on commercial related issues. 5) Attending any other miscellaneous meetings held at CERC, SRPC, and SRLDC& NLDC etc. 6) Filling of ARRs on behalf DISCOMs

		<p>7) Finalization of Merit Order Dispatch of all Generators. (CGS, APGENCO, IPPs, etc.)</p> <p>8) Verification of monthly Energy charges of NTPC all stations, NPCIL Kaiga, MAPS & Kudankulam, NLC, NTECL, NTPL, NVVNL Bundled Power Ph-I & II (Thermal Portion only).</p> <p>9) Preparing agenda notes and attending SRPC meetings.</p> <p>10) Filings of Petitions, Counters, Rejoinders regarding matters pertaining to NTPC, NPCIL Kaiga, MAPS & Kudankulam, NLC & PGCIL in CERC.</p> <p>11) Power scheduling related issues w.r.t CGS.</p> <p>12) Time to time submission of comments on the tariff regulations and POC regulations as and when notified by CERC.</p> <p>13) Regular correspondences with CGS, SRPC, SRLDC & PGCIL pertaining to billing related and scheduling related issues.</p>
19	AEE/Comml. working under control of DGM/CGS	<p>1. NTPC Bill fora.</p> <p>a) Ramagundam STPS Stage I & II</p> <p>b) Ramagundam STPS Stage III</p> <p>c) Talcher TPS-II</p> <p>d) Simhadri Stage-I</p> <p>e) Simhadri Stage-II</p> <p>f) Kudgi Stage-I. The energy being utilized by AP and the % allocation to AP, Incentive energy, etc. from these 6 Nos. CGS stations are certified every month by SRPC in the monthly REA which is available in SRPC website. These bills are verified as per the SRPC's REA and also as per the CERC tariff regulations notified from time to time. Further, NTPC will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff orders for 5 year control period to the said CGS and also due to revisions in ECR, etc.</p> <p>2. NVVNL Bundled power Phase-I Bill This bill is raised for bundling of Solar power of 39.19 MW with equivalent Coal Power from NTPC SR Stations under JNNSM Phase-I Scheme. This bill is verified with the main NTPC bill raised</p>

on NVVNL for Ramagundam I & II, Ramagundam III, Talcher II, Simhadri Stage-II & Kudgi Stage-I. Further, NVVNL will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff orders for 5 year control period to the said CGS and also due to revisions in ECR, etc.

3. JNNSM Phase-II Bundled power Bill NTPC will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff orders for the control period 2014-19 and upto 18.11.2020 for the thermal energy of 625 MW utilized from 20 Nos. NTPC CGS in both SR & WR for the energy scheduled upto 18.11.2020 and also due to revisions in ECR, etc for the previous period.
4. NTECL Vallur (JV of NTPC & TANGEDCO) This bill is verified as per the SRPC's REA and also as per the CERC tariff regulations notified from time to time. Further, NTECL will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff order of this CGS and also due to revisions in ECR, etc.
5. NLC Bill for a. NLC TPS II Stage I b. NLC TPS II Stage II. This bill is verified as per the SRPC's REA and also as per the CERC tariff regulations notified from time to time. Further, NLC will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff orders of this CGS and also due to revisions in ECR, Lignite price, etc.
6. NTPL, Tuticoran (JV of NLC & TNEB). This bill is verified as per the SRPC's REA and also as per the CERC tariff regulations notified from time to time. Further, NTPL will pass on the debits/credits in the monthly bills as and when CERC finalizes the tariff order of this CGS and also due to revisions in ECR, etc.
7. NPCIL, Kaiga & MAPS Bills:
 - i) 1.
 - a) a. Kaiga 1&2
 - b) Kaiga 3&4.
 - ii) MAPS

These Bills are verified as per the SRPC's REA and also

as per the Department of Atomic Energy regulations notified from time to time. Further, Kaiga & Maps will pass on the debits/credits in the monthly bills due to revisions in Energy Charge rate, Heavy water adjustment Charges, Insurance component, etc.

8. RSD Compensations: The RSD Compensations certified by SRPC in the REA's will be cross verified to the extent possible to ensure the correctness of the certifications.

Important Meetings:

9. SRPC Commercial Sub Committee Meeting, this meeting is being held by SRPC on quarterly basis on commercial related issues pertaining to SR Region. One or two representatives from the Office of CGM/POWER PURCHASE/APPCC will attend this meeting with necessary data after obtaining prior approval from CMD/APTRANSCO.

10. SRPC Meeting This meeting is being held by SRPC on half yearly basis to approve the decisions taken in Commercial Sub Committee Meetings & OCC Meetings pertaining to SR Region. One or two representative from the Office of CGM/POWER PURCHASE/APPCC will attend this meeting with necessary data after obtaining prior approval from CMD/APTRANSCO.

11. Petitions filed in CERC Depending on the nature of the petition filed in CERC by APDISCOMs related to commercial issues, one representative from the Office of CGM/POWER PURCHASE/APPCC will attend this meeting with necessary data after obtaining prior approval from CMD/APTRANSCO.

12. Miscellaneous works:

- i) Regular correspondence is being done over phone/through mails/through letters with all the Central Generating Stations, PGCIL, SRPC, SRLDC, etc. if there is any disparity in billing, energy settlement, w.r.t any other special issues, etc.
- ii) In addition to the regular works, the cumulative PAF's of all central thermal stations, cumulative weighted average allocations of all CGS, energy scheduled from

		<p>all CGS as certified by SRPC in the monthly REA's will be verified with the data available in SRLDC & SRPC websites and in case of any discrepancies, the same will be communicated to SRPC for clarification and for action if necessary.</p> <p>iii) Filling of petitions/Counters in special cases like revision of bills, FGD, etc. before Hon'ble CERC for the issues dealt by this wing.</p> <p>13. Weekly works: RRAs Account - The Reserve Regulation Ancillary Services Account is a weekly account issued by SRPC which certifies the reimbursement of Fixed Charges by RRAS Provider to the Original Beneficiaries.</p> <p>14. Submission of Comments on the draft regulations like Tariff Regulations sharing of Transmission Charges regulations, General network Access regulations, RRAs, DSM Regulations etc,as and when notified by CERC from time to time.</p>
20	DEE/COMML-II working under control of DGM/CGS	<p>1. Verification of Weekly Energy deviation charges certified by SRPC.</p> <p>A. The Weekly Deviation charges are paid/received based on the deviation in actual quantum of energy drawn from the scheduled quantum in each time block of 15 mins.</p> <p>B. The bill is scrutinized by calculating the deviation rate that changes for every 0.01Hz variation in frequency for each 15 minute time-block. It is to be calculated and verify whether the DSM rate is levied according to the DSM regulations issued by CERC that are being amended from time to time.</p> <p>C. In addition to the normal deviation, other charges levied for postfacto, additional & sign change deviations will also be calculated from the data sheets of SRPC and the same will be verified with the final statement whether the conditions that are specified in the regulations are followed.</p> <p>D. If any difference arises in the amounts calculated will be</p>

noted and passed onto the accounts wing for due payment and the same will be also be followed-up with SRPC for further revisions.

2. Verification of PGCIL monthly POC Bill in line with RTA certified by SRPC.

A. The PGCIL (now CTU) raises monthly bill claiming the transmission charges for all its assets that are being utilized by the beneficiaries.

B. According to the latest regulations w.e.f., November-2020 the transmission charges are divided into various components namely: AC usage based component, AC balance component, National HVDC component, National renewable energy component, regional component and transformer component.

C. The charges levied in these various components for AP are verified whether they are apportioned in line with latest CERC sharing of ISTS charges regulation.

D. The total LTA/MTA capacities of all the other states/beneficiaries in the country will be taken into account for calculation of National component and also the contracted capacities of the states/beneficiaries in the southern region alone are taken into account for calculation of regional component charges.

3. Verification of Arrears, true-up, Offset, differential amount and other charges raised by PGCIL every quarter in POC Bill-2(Previously Bill-3).

A. The quarterly bill raised by CTU recovers the differential amounts that are left after the claim of monthly bill and the same would be apportioned based on the monthly billed amount.

B. The correctness in arrears raised from previous years (arrears from the FY 2011 were being raised by CTU in the recently claimed quarterly bills) are checked with the respective previously claimed amounts.

C. The true-up charges if any would be raised in quarterly bill and the same is verified whether they are in line with

the amended CERC tariff orders.

D. Other miscellaneous charges other than True-up and arrears are also raised in the quarterly bill. The amount raised by CTU are calculated and verified whether the apportioned amount is done correctly w.r.t the monthly bill that was raised earlier for that particular month of the year.

E. As the number of transmission assets are huge and the tariff is determined separately for each asset at different times and true-up of tariffs will be done after the end of every control period, the quarterly bill requires time for thorough verification of all the area's and true-ups.

4. Verification of POSOCO SRLDC Fees & Charges.

The SRLDC charges claimed by POSOCO every month based on the LTA/MTA contracted capacity of state are verified with the allocation of AP from different Plants including Bundled power.

5. Verification of Regional transmission Deviation charges.

A. Similar to the energy deviation charges, the CTU raises the bill for deviation in transmission every month and same is verified with the scheduled MW and also the actual MW drawn for each 15-min time block wise for the whole month.

B. The Transmission deviation rate is calculated according to the CERC regulations every month.

6. Attending SRPC meetings.

A. The SRPC conducts meetings at regular intervals regarding implementation of various new transmission schemes and also regarding various other interstate issues and our views and opinions are shared in those meetings to get maximum benefit from the implemented schemes.

7. Brief note regarding Petitions filed and parawise remarks wherever necessary are to be furnished.

8. The Reactive energy charges payable/Receivable every week are verified with the SRPC statements and the same is sent to accounts wing for the payments.

		9. Verification of Monthly CTUIL NON-POC, ULDC Charges.
21	AEE/Comml working under control of DGM/CGS	<p>1) Verification of Weekly Energy deviation charges certified by SRPC.</p> <p>A. The Weekly Deviation charges are paid/received based on the deviation in actual quantum of energy drawn from the scheduled quantum in each time block of 15 minutes.</p> <p>B. The bill is scrutinized by calculating the deviation rate that changes for every 0.01Hz variation in frequency for each 15 minute time-block. It is to be calculated and verify whether the DSM rate is levied according to the DSM regulations issued by CERC that are being amended from time to time.</p> <p>C. In addition to the normal deviation, other charges levied for post facto, additional & sign change deviations will also be calculated from the data sheets of srpc and the same will be verified with the final statement whether the conditions that are specified in the regulations are followed.</p> <p>D. If any difference arises in the amounts calculated will be noted and passed onto the accounts wing for due payment and the same will be also be followed-up with SRPC for further revisions.</p> <p>2) Verification of PGCIL monthly POC Bill in line with RTA certified by SRPC.</p> <p>A. The PGCIL (now CTU) raises monthly bill claiming the transmission charges for all its assets that are being utilized by the beneficiaries.</p> <p>B. According to the latest regulations w.e.f November-2020 the transmission charges are divided into various components namely: AC usage based component, AC balance component, National HVDC component, National renewable energy component, regional component and transformer component.</p> <p>C. The charges levied in these various components for AP are verified whether they are apportioned in line with latest CERC sharing of ISTS charges regulation.</p>

		<p>D. The total LTA/MTA capacities of all the other states/beneficiaries in the country will be taken into account for calculation of National component and also the contracted capacities of the states/beneficiaries in the southern region alone are taken into account for calculation of regional component charges.</p> <p>3) Verification of Arrears, true-up, Offset, differential amount and other charges raised by PGCIL every quarter in POC Bill-2(Previously Bill-3).</p> <p>A. A. The quarterly bill raised by CTU recovers the differential amounts that are left after the claim of monthly bill and the same would be apportioned based on the monthly billed amount.</p> <p>B. The correctness in arrears raised from previous years (arrears from the FY 2011 were being raised by CTU in the recently claimed quarterly bills) is checked with the respective previously claimed amounts.</p> <p>C. The true-up charges if any would be raised in quarterly bill and the same is verified whether they are in line with the amended CERC tariff orders.</p> <p>D. Other miscellaneous charges other than True-up and arrears are also raised in the quarterly bill. The amount raised by CTU are calculated and verified whether the apportioned amount is done correctly w.r.t the monthly bill that was raised earlier for that particular month of the year.</p> <p>E. As the number of transmission assets is huge and the tariff is determined separately for each asset at different times and true-up of tariffs will be done after the end of every control period, the quarterly bill requires time for thorough verification of all the arrears and true-ups.</p> <p>4) Verification of POSOCO SRLDC Fees & Charges.The SRLDC charges claimed by POSOCO every month based on the LTA/MTA contracted capacity of state are verified with the allocation of AP from different Plants including Bundled power.</p> <p>5) Verification of Regional transmission Deviation charges</p>
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		<p>A. Similar to the energy deviation charges, the CTU raises the bill for deviation in transmission every month and same is verified with the scheduled MW and also the actual MW drawn for each 15-min time block wise for the whole month.</p> <p>B. The Transmission deviation rate is calculated according to the CERC regulations every month.</p> <p>6) Counters for petitions where it is needed are also filed after thorough discussion with the officials in the division.</p> <p>7) Attending SRPC commercial Sub-Committee meetings on quarterly basis to discuss various commercial aspects and also do regular correspondence with SRPC regarding various issues on behalf of APDISCOMS.</p> <p>8) Verification of Monthly CTUIL NON-POC, ULDC Charges.</p>
22	DEE/ BPP & IPP1 working under control of DGM/CGS (Vacant)	<p>1. Processing of monthly bills of M/s.LANCO.</p> <p>2. Correspondence on Court Cases pending before various legal forums.</p> <p>3. Coordination with Legal Advisor and DISCOMs with respect to court cases and furnishing of brief notes and parawise remarks to legal wing for filing of counter affidavits.</p> <p>4. <u>The Following court cases are pending with M/s.LANCO:</u></p> <p><u>A). Cases pending in APERC:</u></p> <p>i) Challenging the Jurisdiction of APERC in OP(SR)No.10 of 2004.</p> <p>ii) Payment of differential bills amountforthe energy supplied by M/s. Lanco in O.P.No.41 of 2021.</p> <p><u>B). Cases pending in CERC:</u></p> <p>i) Finance and Procurement cost reimbursement to M/s.LANCO. Case pending before CERC in O.P.No.42 of 2009.</p> <p>ii) M/s.LANCO claiming Gas Imbalance Charges from Discoms. Casepending before CERC for reimbursement of Minimum Fuel Off-take Charges and other fuel transportation charges being part of</p>

monthly bills in O.P.No.85 of 2012.

iii) Finance & Procurement reimbursement Bank Guarantee & Commission Charges in O.P.No.10 of 2015.

iv) Capacity Charges claimed by M/s Lanco in O.P.No.33 of 2009.

C). Cases pending in Telangana High Court:

i) M/s.LANCO filed W.P.No.25317 of 2011, stating that APDISCOMS considering the Installed Capacity of the LANCO project as 361.92 MW as against 368.144 MW.

D). The following case pending with High Court of Andhra Pradesh:

i) M/s.LANCO in W.P.No.7838 of 2004 challenging the Jurisdiction of APERC. The Hon'ble High Court of AP on 26.04.2004 ordered interim stay of the impugned proceeding purported to be taken by the APERC in pursuance of the impugned notice in O.P.(S.R.)No.10/2004.

5. The following cases are pending with M/S.Reliance in CERC:

i) M/s.Reliance Infrastructure Limited filed Petition O.P.No.79 of 2012 before APERC regarding deduction of discount on deemed generation.

ii) APPCC/DISCOMS filed petition O.P.No.60 of 2013 before APERC seeking deletion of Alternate Fuel clause from the PPA and to investigate the issue of dismantling of Naphtha tanks.

iii) M/s.Reliance Infrastructure Limited filed the O.P.No.12 of 2014 on 22.10.2013 before the APERC, in the matter of seeking declaration that HSD is an alternative fuel.

iv) APPCC/DISCOMs filed a petition O.P.No.06 of 2017 before APERC to direct M/s Reliance Infrastructure Limited to pay the energy consumed by them towards auxiliary Consumption to their 220 MW Project at

Samalkot, East Godavari at HT-1 scheduled tariff.

6. The following cases are pending of M/s.L.V.S.power plant:

(A) in the High Court of Andhra Pradesh:

- i) APPCC filed W.P.No.32760 Of 2013 before High Court. The payment of Monthly fixed charges to M/s.LVS was stopped from the month of February 2013 and APPCC filed a petition before APERC and the same was dismissed by APERC. The above plant PPA expired on 07.10.2017.
- ii) M/S. L.V.S. filed a writ petition No.37518 of 2013 before Hon'ble High court on 19-12-2013, seeking directions to A.P.E.P.D.C.L/APPC to pay the monthly bills due from February '2013 to November '2013 including MAT (Minimum alternate tax).
- iii) M/s. L.V.S filed a writ petition No.33152 of 2017 before Hon'ble High court on 02-10-2017,against the Notice issued by A.P.E.P.D.C.L on 22-09-2017 for payment of Energy Charges for Energy of 1.77 M.U. received by them from the year 2012 towards Auxiliary consumption of the project.

(B) in the High Court of Telangana:

- i) M/s.L.V.S. filed W.P.No.31401 of 2011 to change the C.O.D as 18-10-2001 instead of 08-10-2002, as considered by A.P.E.P.D.C.L while entering into P.P.A accordingly.

Looking after Total No: 16 Court Cases.

23	DGM/(APGENCO, APPDCL, HNPCL Transmission & SLDC Charges, others) (Vacant)	Incharge of DGM/(APGENCO, APPDCL, HNPCL Transmission & SLDC Charges, others) Division
24	Dy. EE-1 under the control of DGM/(APGENCO	1. Verification of monthly energy bills of APGENCO thermal and Hydel stations and related issues. 2. Verification of monthly energy bills of APPDCL and related

	<p>Transmission & SLDC Charges, others)</p>	<p>issues.</p> <ol style="list-style-type: none"> 3. Verification of monthly energy bills of M/s HNPCL and related issues. 4. Verification of monthly Transmission charges bills of APTRANSCO and related issues. 5. Verification of monthly SLDC charges bills of APTRANSCO and related issues. 6. Regular correspondence on the issues pertaining to APGENCO (Thermal &Hydel) and APPDCL stations. 7. Attending Energy Certification meeting every month and communicating the Energy certification copies to APGENCO, APPDCL & ACCOUNTS wing /APPCC duly verifying the JMRs (Joint Meter Readings) of APGENCO & APPDCL stations furnished by DEs/TL&SS. 8. Verification of monthly FCA (Fuel Cost Adjustment) bills of APGENCO. 9. Preparing of Merit order Dispatch of APGENCO & APPDCL stations. 10. Preparation of ARR filings on behalf of APDISCOMs. 11. Preparation of Replies to the objections raised by the Applications/Objectors in respect of Tariff filings, True up filings etc. On behalf of APDISCOMs to APERC. 12. Preparation of parawise remarks to the O.P No.43/2020 on adjudication of dispute relating to payment of Fixed charges to APPDCL upon diversion of Flexi coal from RTPP-I&III stages of APGENCO to SDSTPS Stage-I of APPDCL during FY2018-19 & 2019-20. 13. Filing counter and attending hearings before Hon'ble APERC in O.P No.53/2019 on determination of Tariff for the control period FY2019-2024 under Section 62 of the Electricity Act, 2003 for the electricity supplied by APPDCL from SDSTPS to the Distribution Licensees in Andhra Pradesh. 14. Furnishing of information sought by CEA, SRPC and Others. 15. Verification of Income Tax bills raised by APGENCO. 16. Verification of half yearly annual fees bill of APTRANSCO
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		<p>in respect of SLDC charges.</p> <p>17. Verification of Incentive bills of APGENCO.</p> <p>18. Adjustment of fixed charges of APGENCO stations at the end of the year based on the % availabilities/%capacity index's achieved.</p> <p>19. Filing of Petitions and Counters in Tariff Petitions cases of APGENCO.</p> <p>20. Pursuing with APERC/AORs/SLAs for early listing and disposal of pending cases. Attending APERC hearings.</p> <p>21. Study of EA Act, PPAs, Regulations, relevant orders of APERC/CERC/APTEL/High Court/Supreme Courts.</p> <p>22. Furnishing of information sought under RTI Act.</p> <p>23. Miscellaneous correspondence.</p>
25	AEE	<p>1. Verification of monthly energy bills of APGENCO thermal and Hydel stations and related issues.</p> <p>2. Regular correspondence on the issues pertaining to APGENCO (Thermal &Hydel) stations.</p> <p>3. Attending Energy Certification meeting every month and communicating the Energy certification copies to APGENCO & ACCOUNTS wing /APPCC duly verifying the JMRs (Joint Meter Readings) of APGENCO stations furnished by DEs/TL&SS.</p> <p>4. Verification of monthly FCA (Fuel Cost Adjustment) bills of APGENCO.</p> <p>5. Preparing of Merit order Dispatch of APGENCO stations.</p> <p>6. Preparation of ARR filings on behalf of APDISCOMs.</p> <p>7. Preparation of replies to the objections raised by the Applications/Objectors in respect of Tariff filings, True up filings etc. On behalf of APDISCOMs.</p> <p>8. Furnishing of monthly deviation in power purchase cost to Hon'ble APERC.</p> <p>9. Furnishing of compliance report to Hon'ble APERC directives on behalf of APDISCOMs.</p>

		<ol style="list-style-type: none"> 10. Preparation of parawise remarks to the O.P No.43/2020 on adjudication of dispute relating to payment of Fixed charges to APPDCL upon diversion of Flexi coal from RTPP-I&III stages of APGENCO to SDSTPS Stage-I of APPDCL during FY2018-19 & 2019-20. 11. Furnishing of information sought by CEA, SRPC and Others. 12. Verification of Income Tax bills raised by APGENCO. 13. Verification of Incentive bills of APGENCO. 14. Adjustment of fixed charges of APGENCO stations at the end of the year based on the % availabilities/%capacity indices achieved. Filing of Petitions and Counters in Tariff Petitions cases of APGENCO and wheeling charges cases. The wheeling charges matters are now transmitted to APTRANSCO & APDISCOMs for further action as per the Supreme Court order dated 29.11.2019. 15. Pursuing with APERC/AORs/SLAs for early listing and disposal of pending cases. Attending APERC hearings. 16. Study of EA Act, PPAs, Regulations, relevant orders of APERC/CERC/APTEL/High Court/Supreme Courts. 17. Furnishing of information sought under RTI Act. 18. Miscellaneous correspondence.
26	AEE (Vacant)	<ol style="list-style-type: none"> 1. Verification of monthly energy bills of APPDCL and related issues. 2. Verification of monthly energy bills of M/s HNPCL and related issues. 3. Verification of monthly Transmission charges bills of APTRANSCO and related issues. 4. Verification of monthly SLDC charges bills of APTRANSCO and related issues. 5. Regular correspondence on the issues pertaining to APPDCL stations. 6. Attending Energy Certification meeting every month and communicating the Energy certification copies to APPDCL & ACCOUNTS wing /APPCC duly verifying the JMRs (Joint

		<p>Meter Readings) of APPDCL stations furnished DEs/TL&SS.</p> <ol style="list-style-type: none"> 7. Verification of monthly FCA (Fuel Cost Adjustment) bills of APPDCL. 8. Preparing of Merit order Dispatch of APPDCL. 9. Preparation of ARR filings on behalf of APDISCOMs. 10. Preparation of Replies to the objections raised by the Applications/Objectors in respect of Tariff filings, True up filings etc. On behalf of APDISCOMs. 11. Preparation of para wise remarks to the No.53/2019 on determination of Tariff for the control period FY2019-2024 under Section 62 of the Electricity Act, 2003 for the electricity supplied by APPDCL from SDSTPS to the Distribution Licensees in Andhra Pradesh. 12. Furnishing of information sought to CEA & SRPC and Others. 13. Verification of Income Tax bills raised by APPDCL. 14. Verification of half yearly annual fees bills of APTRANSCO in respect of SLDC charges. 15. Verification of Incentive bills of APPDCL. 16. Filing of Petitions and Counters in Tariff Petitions cases of APPDCL. 17. Pursuing with APERC/AORs/SLAs for early listing and disposal of pending cases. Attending APERC hearings. 18. Study of EA Act, PPAs, Regulations, relevant orders of APERC/CERC/APTEL/ High Court/ Supreme Courts. 19. Furnishing of information sought under RTI Act. 20. Miscellaneous correspondence.
27	<p>Dy.EE-2 under the control of DGM/(APGENCO, Transmission & SLDC Charges, others) (Vacant)</p>	<ol style="list-style-type: none"> 1. M/s. APGPCL monthly energy bills scrutiny & Verification of energy units & tariff admitted by APPCC accounts wing with energy statements (JMR readings). 2. Issues pertaining to M/s. APGPCL & its shareholders. 3. RTI Correspondence with respect to APGPCLØ Regular Correspondence with APDISCOMs.

		<ol style="list-style-type: none"> 4. Attending APERC correspondence. 5. Co-ordination with APDISCOMs during the meetings with Commissionerate of Industries regarding. <ol style="list-style-type: none"> i) SIPC (State Investment Promotion Committee meeting) ii) SIPB (Sate Industrial Promotion Board)
28	AEE-3 under the control of Dy.EE-2 under DGM/(APGENCO, Transmission & SLDC Charges, others) (Vacant)	<ol style="list-style-type: none"> 1. M/s. APGPCL monthly energy bills scrutiny & Verification of energy units & tariff admitted by APPCC accounts wing with energy statements (JMR readings). 2. Issues pertaining to M/s. APGPCL & its shareholders. 3. Co-ordination with APDISCOMs during the meetings with Commissionerate of Industries regarding. <ol style="list-style-type: none"> i) SIPC (State Investment Promotion Committee meeting) ii) SIPB (Sate Industrial Promotion Board)
29	General Manager /PP-II (Vacant)	In charge of works related to DGM/RE-1,DGM/RE-2 and DGM/Thermal Divisions
30	DGM/RE-1 (Vacant)	In charge for all works of RE-I Division
31	Dy.E.E/Solar	<ol style="list-style-type: none"> 1. Solar Power projects of 50 Nos. PPA/PSAs related issues. 2. Solar parks related to NP Kunta phase-1 (250 MW) and NP Kunta Phase 2 (750 MW) in Ultra Mega Solar park at Ananthapuum. 3. 1000 MW Ghani solar park in Kurnool 4. 1000 MW Kadapa Ultra Mega solar park 5. 400 MW APGENCO solar project at Thalaricheruvu. 6. 400 MW Solar project at Galiveedu. 7. Obtaining synchronization approvals, Noobjection certificate for scheduling power from Management by circulating note files for the above said parks & Projects. 8. Solar parks PPA/PSAs amendment works as per GORt No.116, dt. 01.10.2019 for changing the ownership as per the

		<p>geographical location of the projects.</p> <ol style="list-style-type: none"> 9. Scrutiny of Monthly bills of the above solar projects. 10. Correspondence with DISCOMs, APERC. NREDCAP & Solar power Developer on the solar projects. 11. Preparing ARR information of the solar projects for filing in APERC. 12. Preparing and submitting information sought by public as per the RTI Act. Pertaining to solar projects. 13. Preparing and submitting information sought by Assembly & Parliament. 14. Preparing and submitting replies to the questions raised by the Objectors during APERC public hearings. 15. Legal cases related to the all above solar projects and preparing parawise remarks for the solar legal cases.
32	Dy.E.E/NCE Under Control of DGM/RE-1	<ol style="list-style-type: none"> 1. In other NCE there are PPAs 19 Nos Biomass Projects, 8 No's Bagasse Projects, 6 No's Mini Hydel Projects, 4 Nos. Industrial Waste Projects & 4Nos Municipal Solid Waste Projects. 2. All issues related to PPAs in respect of Mini Hydel, Biomass, Bagasse, Industrial waste, Municipal Solid Waste, amendments to PPAs, modifications of PPAs in pursuant to the regulations passed by APERC, example Regulation 3 of 2017. 3. Furnishing the remarks sought by GoAP, GoI regarding policy matters in respect of other NCE Projects. Furnishing remarks sought by APERC on draft regulations. 4. Furnishing the data to Assembly sessions, replies to questionnaire raised during Assembly and parliament session. 5. Providing the information sought under RTI after getting approval of the management. 6. Providing the information Sought by CMD, JMD and other wings related to PPAs of above projects. 7. Correspondence with NREDCAP and DISCOMs. 8. Process of bidding pertaing to the NCE projects.

		<ol style="list-style-type: none"> 9. Arranging information for filing of ARR of the above projects, submission of writ ups regarding ARRs and furnishing replies on remarks raised by objectors and APERC directives. 10. Scrutiny of the monthly power purchase bills of above projects. 11. Request of the developer for extension PPA after expiry of PPA tenure, exist from PPA during PPA tenure by analysing the cost benefit analysis. 12. Determination of tariff before APERC by analysing various parameters. 13. Furnishing the information audit wing and submitting the replies to audit paras raised after getting the approval. 14. PPAs approval. 15. MiniHydel Bidding floated in 2017 correspondence and related court cases. - 2 No's cases filed by the developer before APERC, 1 No Review petition & 1 NO Writ Petition filed by filed by APDISCOMs. 16. On the request of APDISCOMs, issues place in APPCC meeting and communicating the decision in APPCC meeting to APDISCOMs. 17. Preparing parawise remarks for the court cases before APERC, High Court, Supreme Court and other different forums of the above projects.
33	AEE	<ol style="list-style-type: none"> 1. Scrutiny of Bills of projects related to Mini Hydel, Biomass, Bagasse, Industrial Waste & Municipal Solid Waste. 2. Scrutiny of Bills of projects related to Solar Power Projects 3. Agreements (PPA) and related correspondence of Other NCE Projects. 4. Submitting Data/Proformas related to Solar and Other NCE projects. 5. Providing Data for Assembly sessions & Audit Enquiry. 6. Providing information to questions raised under Right to Information Act corresponding to above projects.

		<p>7. Testing of SAP Model for Automation of Bills related to Solar and Other NCE Projects.</p> <p>8. Filing ARR of the above projects.</p>
34	DGM/RE-2	In-charge for all works in RE-I Division
35	Dy.E.E/Wind Under Control of DGM/RE-2	<ol style="list-style-type: none"> 1. Policy issues relating to NCE projects of Wind (219 developers) with APERC and Govt. of AP, GOI and other Govt. departments–Correspondance regarding pending projects with GoAP.Viz. SECI 160MW, (wind-Solar hybrid Axes BBB Scheme 4000MW, Remarks on draft Regulations pertaining to wind projects formulated by AEPRC. 2. Agreements (PPA/PWPA) and related correspondence - Cancellation of part commissioned capacities, 11th year tariff determination by APERC, Evaluation on Developers request to exit PPA's to Open Access, Coordination with APSPDCL for functioning of Developers in accordance with PPA by advising on JMR's etc. 3. Court cases before different forums of the above projects - 95 Cases includes preparation of Para wise Remarks and briefing to AOR /Standing Council. 4. Power developer and related correspondence of the above projects - Clarification to accounts wing regarding payments to developers as per regulations, Providing of information and remarks on the clarifications regarding wind power developers and their PPAs to various wings of APTRANSCO. 5. DISCOMS, APERC, NREDCAP related correspondence on the above projects - All deviations related to PPAs of wind developers and suitable remedy, Correspondence for extension of PPAs to wind developers who have completed PPA period, Putting up matters in APPCC meeting for decision as sought by DISCOMs and conveying back the Decision, Amendments to PPA's in accordance with regulations, Replies to objections raised by Objectors before APERC. 6. Arranging the information for filing of ARR of the above projects, Replies to APERC directives.

36	AEE/WIND (Vacant)	<ol style="list-style-type: none"> 1. Policy issues relating to NCE projects of Wind with APERC and Govt. of AP, GOI and other Govt. departments. 2. Agreements (PPA/PWPA) and related correspondence. 3. Court cases before different forums of the above projects. 4. Power developer and related correspondence of the above projects. 5. DISCOMS, APERC, NREDCAP related correspondence on the above projects. 6. Filing ARR of the above projects.
37	DEE/Task Force & RTI(Vacant)	<ol style="list-style-type: none"> 1. Vendor Registration (New & Renewals) processing. 2. Arrange inspection for vendor registration of power plants for purchase of power under short term. 3. Coordinating with inspection officers and issuing vendor registration approvals to generators. 4. The Court Cases related to GBI matters. 5. Task force works. 6. RTI Correspondence.
38	AEE	<ol style="list-style-type: none"> 1. Scrutiny of Monthly Energy Bills corresponding to all 217 Wind Projects. 2. Right to Information Correspondence. 3. ARR filing of the Wind Projects. 4. Correspondence of GBI related projects. 5. Testing of SAP model for online submission of the Wind Bills. 6. Submitting data and proforma's relating to Wind Projects. 7. Miscellaneous Correspondence.
39	DGM/Thermal	In-charge for all works in DGM/Thermal Division
40	Dy.E.E/Gas (Vacant)	<ol style="list-style-type: none"> 1. All issues related to PPAs of following Gas Power Projects. M/s GVK Extn,

		<p>M/s GVK Gouthami M/s GMR Energy M/s Konaseema</p> <ol style="list-style-type: none"> 2. Issues relating to Amendments of said projects 3. All the issues and correspondence relating to utilization/Supply of Natural Gas 4. Assistance & para wise remarks for 16 Legal Cases in various legal fora. 5. Providing the information sought by CMD,JMD and other wings related to PPAs of above projects 6. Correspondence GAIL/ONGC and APDISCOMs. 7. Arranging information for filing of ARR of the above projects, submission of writ ups regarding ARRs and furnishing replies on remarks raised by objectors and APERC directives. 8. Scrutiny of the monthly power purchase bills after receipt of the bills from Generator 9. Furnishing the information audit wing and submitting the replies to audit para raised after getting the approval 10. On the request of APDISCOMs, issues place in APPCC Meting and communicating decision in APPCC Meeting. 11. Furnishing the remarks sought by GoAP, GoI regarding policy matters in respect of Gas projects, furnishing remarks sought by APERC on draft regulations. 12. Furnishing the date to Assembly Sessions, replies to questions raised during Assembly and Parliament Session. 13. Providing the information sought under RTI after getting approval of the management.
41	DEE-1 (Thermal) (Vacant)	<ol style="list-style-type: none"> 1. Upcoming CGS (Central Generating Stations) <ol style="list-style-type: none"> a)New Neyveli Thermal Power Stations. 2. UMPP Projects. <ol style="list-style-type: none"> a. UMPP Cheyyur - 4000 MW b. 5X660 MW UMPP, Krishnapatnam

		<ul style="list-style-type: none"> c. 4000 MW Pudimadaka, Vishakapatnam d. Nayunipally 4000 MW e. Ghogarpally , Odissa UMPP 4000MW <ol style="list-style-type: none"> 3. HNPCL Power Project (1040 MW), Vizag. 4. sembcorpStage-II (625 MW): Filing of O.P .No 17 for consent and determination of tariff and public hearing through video conference- related correspondence 5. RTPP-Stage IV: Correspondence on attending of remarks of JMD/V&S/ APTRANSCO- Energy Certification 6. Technical Assistance & para wise remarks for Legal Cases in various legal fora. 7. Furnishing the remarks sought by GoAP, GoI regarding policy matters in respect of Thermal projects, furnishing remarks sought by APERC on draft regulations. 8. Furnishing the date to Assembly Sessions, replies to questions raised during Assembly and Parliament Session. 9. Providing the information sought under RTI after getting approval of the management. 10. Providing the information sought by CMD,JMD and other wings related to PPAs of above projects 11. Arranging information for filing of ARR of the above projects, submission of writ ups regarding ARRs and furnishing replies on remarks raised by objectors and APERC directives. 12. Furnishing the information audit wing and submitting the replies to audit para raised after getting the approval. 13. On the request of APDISCOMs, issues place in APPCC Meting. 14. Arranging the information for filing of ARR of the above projects, Replies to APERC directives.
42	AEE-1 (Thermal)	<p>Correspondence with regard to Thermal &Hydel Power Projects</p> <ol style="list-style-type: none"> 1) AP GENCO Dr.NTTPS Stage-5 (800 MW) Thermal Power Project:

		<p>Amended and restated PPA, preparation of remarks of APPCC/APDISCOMs –related correspondence with APGENCO and DISCOMs.</p> <p>APPDCL SDSTPS Stage - II (800 MW) Thermal Power projects: Amended and restated PPA, preparation of remarks of APPCC/APDISCOMs –related correspondence with APPDCL and DISCOMs.</p> <ol style="list-style-type: none"> 2) APGENCO Hydel Power Project <ol style="list-style-type: none"> a) Additional units of Lower Sileru (2X115 MW) b) Pumped Storage Upper Sileru (9X150 MW) c) Polavaram (12X80 MW) d) NSTP (2X25 MW) e) 7 locations pumped storage Hydro Power Projects (NERDCAP) 3) Proposals for sale of National Hydro & Thermal Projects (Jindal, SJVN, Maithon, DVC, UMPP e.tc.) 4) NHPC-NREDCAP Joint Venture. 5) Technical Assistance & para wise remarks for Legal Cases in various legal fora. 6) Furnishing the remarks sought by GoAP, GoI regarding policy matters in respect of Thermal projects, furnishing remarks sought by APERC on draft regulations. 7) NHPC 2880 MW DIBANG and 850 MW RATLE HE projects. 8) PTC pilot Scheme –III (2500MW) 9) Furnishing the date to Assembly Sessions, replies to questions raised during Assembly and Parliament Session. 10) Providing the information sought under RTI after getting approval of the management. 11) Providing the information sought by CMD, JMD and other wings related to PPAs of above projects 12) Arranging information for filing of ARR of the above projects, submission of writ ups regarding ARRs and furnishing replies on remarks raised by objectors and APERC
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		<p>directives.</p> <p>13)Furnishing the information audit wing and submitting the replies to audit para raised after getting the approval.</p> <p>14)On the request of APDISCOMs, issues place in APPCC Meeting.</p>
43	General Manager /Legal	Supervising, Attending the all Legal Cases related to the office of Chief General Manger/ Power Purchase/APPCC & APPCC Meetings and Full addition charge for the post of CGM/Power Purchase/APPCC.
44	DGM/Legal (Vacant)	In charge for Legal Division
45	DEE-I/Legal (Vacant)	<ol style="list-style-type: none"> 1) Processing of Affidavit/Counter prepared by the concerned officers. 2) Appointment of Advocates to various legal cases concerned to APPCC. 3) Circulation of files regarding sanctioning of Legal Charges 4) Payment of Legal Charges. 5) Consolidation of all legal cases pertaining to Power Purchase wing in APPCC. 6) Preparation of Monthly Hearing Schedule pertaining to APPCC in all legal fourmsi.e., Hon'ble AP, Telangana, Orrisa& Delhi High Courts, CERC,APTEL & Supreme Court of India 7) Finding out the daily case listing details in all legal afore said fourms
46	DEE-II/Legal (Vacant)	<ol style="list-style-type: none"> 1) processing of Affidavit/Counter prepared by the concerned officers 2) Appointment of Advocates to various legal cases concerned to APPCC 3) Circulation of files regarding sanctioning of Legal Charges 4) Payment of Legal Charges 5) Consolidation of all legal cases pertaining to Power

		<p>Purchase wing in APPCC.</p> <p>6) Preparation of Monthly Hearing Schedule pertaining to APPCC in all legal forums i.e., Hon'ble AP, Telangana, Orissa & Delhi High Courts, CERC, APTEL & Supreme Court of India</p> <p>7) Finding out the daily case listing details in all legal forums</p>
47	DEE-II/Legal (Vacant)	<p>1) processing of Affidavit/Counter prepared by the concerned officers</p> <p>2) Appointment of Advocates to various legal cases concerned to APPCC.</p> <p>3) 3) Circulation of files regarding sanctioning of Legal Charges.</p> <p>4) Payment of Legal Charges.</p> <p>5) Consolidation of all legal cases pertaining to Power Purchase wing in APPCC.</p> <p>6) Preparation of Monthly Hearing Schedule pertaining to APPCC in all legal forums i.e., Hon'ble AP, Telangana, Orissa & Delhi High Courts, CERC, APTEL & Supreme Court of India</p> <p>7) Finding out the daily case listing details in all legal forums</p>
48	AEE	<p>1. ARR filings and related works.</p> <p>2. Quarterly True-up filings.</p> <p>3. PP Cost Analysis and works related.</p> <p>4. Other related works as engaged by GM/Legal/ APPCC and OSD.</p>