

**KARNATAKA STATE
ELECTRICAL INSPECTORATE**

Administrative Report

2010 - 2011

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KARNATAKA STATE ELECTRICAL INSPECTORATE

Administrative Report Year 2010-2011

INTRODUCTION

The Electrical Inspectorate is a statutory body constituted under the provision of erstwhile IE Act 1910 and came into existence in the State of Karnataka on 1st October 1957 consequent to the formation of IE Rules 1956. The Department of Electrical Inspectorate is working under the administrative control of the Department of Energy, Government of Karnataka and Chief Electrical Inspector to Govt., is Head of the Department.

The Chief Electrical Inspector is also the Ex-officio Additional Secretary to Government of Karnataka (Licensing) Dept of Energy, Chairman Licensing Advisory and Examination Board, Chairman COC Board, Member Sectional Committee on BIS for Lifts & Escalators, State Inspector of Lifts and Advisor to Government on Electricity matters.

OBJECTIVES

The main objective of Electrical Inspectorate is to ensure that all electrical installations in the state of Karnataka are installed and maintained as per the relevant Safety Codes and Standards. This is being strictly carried out with a specific intention of minimising the danger to human beings, animal life in particular and damage to the property in general. The Department is entrusted with the responsibility of ensuring the safety aspects in Generation, Transmission, Distribution and Utilisation of electrical power. This is achieved by proper administration and effective implementation of Indian Electricity Rules 1956, Electricity Act 2003, Karnataka Lift Act 1974 and Lift Rules 1976, Karnataka Cinematograph Act 1964 and Rules 1971, Karnataka (Licensing of Electrical Contractors and grant of Certificates and Permits to Electrical supervisor and Wiremen) Rules 1976 and The Karnataka Exhibition of Films On Television Screen Through Video Cassette Recorder Or Laser Disc (Regulation) Rules, 1984. This Department is also entrusted with the supervision, accounting and collection of electricity consumption tax from different electricity consumers through Supplier/Licensee as per Karnataka Electricity (Taxation on Consumption) Act 1959 and Rules 1959.

FUNCTIONS

The main functions of Electrical Inspectorate under various Central Electricity Act & Rules besides other State Acts & Rules are as follows:

- i. Scrutiny and approval of electrical installation drawings of Generating Stations of KPCL, VVNL, IPPs (Hydel, Thermal, Wind, Diesel, Co-Generation, Bio-mass etc..) Transmission lines MUSS of Supplier & Licensees, Distribution Systems of ESCOMs, EHT, HT, CG/DG/TG sets, Multistoried buildings of 15 metres & above in height, lifts & escalators, X-ray and Neon sign installations of consumers, cinema and temporary installations.
- ii. Initial inspection for verifying safety standards and issue of permission for commissioning of the above electrical installations. To carryout periodical inspection of all the above installations and MV installations after certain time interval.

- iii. Investigation of electrical accidents and reporting to the Government, with remedial suggestions to prevent the re-occurrence of the same. And to pursue with the Supplier/licensee to implement the remedial suggestions.
- iv. Enquiring into and adjudication of complaints and disputes referred to the Department between Consumer & Electrical contractor. (Institution of prosecution against persons infringing the provisions of Acts and Rules).
- v. Supervision, accounting and collection of electricity consumption tax from different electricity consumers through Supplier/Licensee and Distribution Companies and collecting electricity tax on captive generation.
- vi. Issue of electrical contractor licences, supervisor permits, special wiremen permits, wiremen permits and renewal of the same after certain interval. Conducting examinations for electrical supervisors (Industrial & Mining) and electrical wiremen.
- vii. Conducting examinations for issue of cinema operator competency certificates.

ORGANISATION

The Electrical Inspectorate headed by the Chief Electrical Inspector appointed under section 36 of erstwhile IE Act 1910 and under section 162 of Electricity Act 2003, has its Head Quarters situated at #32/1-2, 2nd floor, Crescent Towers, Crescent road, Bangalore-560001.

For administration and enforcements of the various Electricity Acts and Rules, the Chief Electrical Inspector to Government is assisted by the following Staff.

Sl. No.	Category of Post	Sanctioned Strength			Total	Working	Vacant
		Previously Sanctioned Posts	Addn. Posts Framed During 2010-11	Order No. KANE71 BHUDAPU 2009 Dtd:26.07.2010 Sanctioned posts for DEI Yadgir Office			
1.	Chief Elecl. Inspector to Govt.	01	--	--	01	01	--
2.	Dy. Chief Elecl. Inspectors	07	--	--	07	07	--
3.	Electrical Inspectors	21	--	--	21	21	--
4.	Dy. Electrical Inspectors	40	--	01	41	30	11
5.	Senior Accounts Officer	--	01	--	01	--	01
6.	Accounts Officer	01	02	--	03	01	02
7.	Legal Officer	--	01	--	01	--	01
8.	Asst. Elecl. Inspector	72	--	01	73	37	36
9.	Manager	01	06	--	07	01	06
10.	Superintendents	12	07	--	19	12	07
11.	First Division Assts	37	10	01	48	30	18

Sl. No.	Category of Post	Sanctioned Strength			Total	Working	Vacant
		Previously Sanctioned Posts	Addn. Posts Framed During 2010-11	Order No. KANE71 BHUDAPU 2009 Dtd:26.07.2010 Sanctioned posts for DEI Yadgir Office			
12.	Stenographers	06	--	--	06	06	--
13.	Second Division Asst.	33	23	01	57	31	26
14.	Typists	02	--	01	03	02	01
15.	Computer Operators	--	14	--	14	--	14
16.	Senior Drivers	02	--	--	02	02	--
17.	Drivers	08	--	01	09	04	05
18.	Daffedars	02	--	--	02	02	--
19.	Helpers	13	11	01	25	11	14
20.	Peons	29	10	01	40	22	18
21.	Watchman	01	--	--	01	01	--
22.	Duplicating Machine Operator	01	--	--	01	01	--
	TOTAL	289	85	08	382	222	160

DESCRIPTION OF WORK PERFORMED IN BRIEF

1. Electrical Installation Drawings:-

The following are the statistics of drawings showing the method of construction of various electrical installations scrutinized and accorded approval by the Electrical Inspectorate as a pre-requisite to carry out inspections under Indian Electricity Rules 1956, The Karnataka Cinemas (Regulation) Act, 1964 and Rules, 1971 and Karnataka Lift Rules 1976 during the period from 1-04-2010 to 31-03-2011.

Sl. No.	INSTALLATION PARTICULARS	NUMBERS
1	MUSS/EHT/HT/TCs (DCW) Installations	1668
2	CG / DG / TG set and Generating Station Installations	7662
3	M.S. Building Installations	1080
4	Cinema Installations	12
5	Lifts	2690
6	Other Installations	6262

2. Inspections under IE Rules 1956, Karnataka Cinema Regulation Rules 1971 and Karnataka Lift Rules 1976:-

2.1 The Technical officers of Electrical Inspectorate have inspected the following electrical installations for complying Rules of Indian Electricity Rules 1956, Karnataka Cinema Rules 1971 and Karnataka Lift Rules 1976 from 1-04-2010 to 31-03-2011 and inspection fees have been recovered.

2.1 NUMBER OF INSTALLATIONS INSPECTED

SL NO	PARTICULARS		INITIAL INSPECTION	PERIODICAL INSPECTION
1	GENERATING STATIONS (units)		248	1809
2	MUSS		87	127
3	KPTCL TCs		14221	2552
4	Transmission Lines in Kilometres	EHV	654.257	352
		HV	6025.914	1899.866
		MV	2554.532	2314.695
5	HT INSTALLATIONS		1555	9947
6	MV INSTALLATIONS		1	7443
7	CINEMAS	PT	5	286
		SPT	7	45
		TT	1	89
8	D.G. Set		7398	28385
9	Lifts		2547	10148
10	X-Rays		17	686
11	Neon Sign		3	88
12	Videos		0	63
13	M.S.Buildings		1099	3382
14	Additions and alterations		--	--

248 number of new IPP units were inspected by Electrical Inspectorate during the period 2010-11 for which safety certificates were issued. The number of new IPPs along with their total installed capacity and existing statistics under each category is as under:-

2.2 IPP INSTALLATIONS DETAILS

CO-GENERATING PLANTS	
Existing 37 Nos installations	710.65MW
1 number of new Co-generating plant (2 Units)	64.06MW
TOTAL	774.71MW
MINI / MICRO HYDEL SCHEMES	
Existing 54 Nos installations	529.525 MW
5number of new Mini Hydel plants (9 Units)	20.5MW
TOTAL	550.025MW
THERMAL (BIO-MASS)	
Existing 26 Nos installations	1681.105MW
1 new Thermal plants (3Units)	347MW
TOTAL	2028.105MW
WIND POWER PROJECTS	
Existing 1745 Nos generating units	1460.955MW
234 number new generating units	264.2MW
TOTAL	1725.155MW
SOLAR POWER PROJECTS	
1 new Solar Plant	3MW
Grand Total	5080.995MW

2.3 NUMBER OF INSTALLATIONS AS ON 31.03.2011

PARTICULARS		Installations as on 31.03.2011
GENERATING STATIONS		
(A) Govt Undertaking		28
(B) Private	WTG(Units)	1979
	Other than WTG(Firms)	124
MUSS		1337
KPTCL TCs		345869
Transmission Lines in Kilometres	EHV	29137.73
	HV	215018.87
	MV	437586.30
HT INSTALLATIONS		12792
MV INSTALLATIONS		250540

PARTICULARS		Installations as on 31.03.2011
CINEMAS	PT	640
	SPT	183
	TT	196
D.G. Set		42581
Lifts		19227
X-Rays		748
Neon Sign		93
Videos		121
M.S.Buildings		5365

3. Revenue Receipts and Expenditure statement:-

The objective of Electrical Inspectorate is to ensure that all electrical installations in the State are safely maintained, which is monitored by carrying out initial and periodical inspections, for which inspection fee levied by the Govt. is charged. Electricity tax is being levied on consumption of electrical energy calculated at 5% ad-valorem charge basis. The monthly statements of tax returns are scrutinized and random inspection of books of tax account of ESCOMs and other licensees are carried out regularly to ensure whether taxable consumptions have been properly calculated and collected as per The Karnataka Electricity (Taxation on Consumption) Act, 1959 and The Karnataka Electricity (Taxation on Consumption) Rules, 1959.

The revenue receipt during the year 2010-11 of the State is given below.

3.1 REVENUE COLLECTION UNDER HEAD OF ACCOUNTS NON-PLAN: OTD 0043

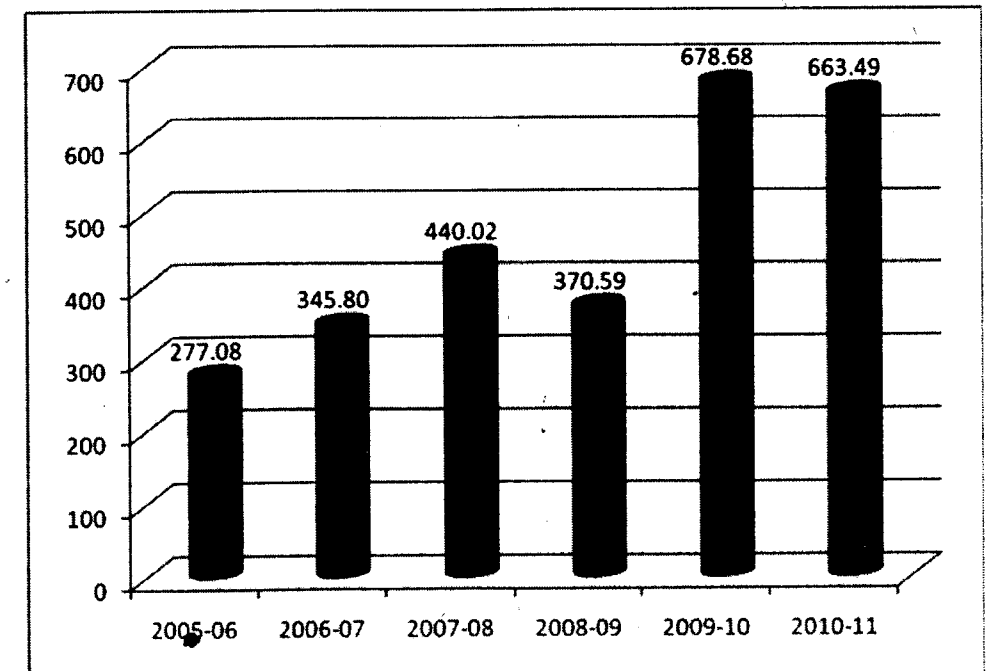
Amount in Rupees

Sl. No.	PARTICULARS	2010-2011
1	Taxes & Duties on sale/Consumption of electricity	4,36,52,23,064
2	THE AMOUNT HAS BEEN ADJUSTED AS TRIPARTITE ADJUSTMENT WITH THE GOVERNMENT VIDE, GOVERNMENT ORDER NO:EN 33 PSR 2008 Dt:31.3.2009 (KPCL 3.99, MESCOM 18.08, CHESC 13.50, HESCOM 74.93 & GESCOM 61.95 crores)	1,98,04,00,000
	Sub Total-I	6,34,56,23,064
1	Inspection Fees under IE Rules	27,30,85,554
2	Cinema Inspection	19,69,725
Other items		
3	Renewal of licence & Permits	42,12,879

Sl. No.	PARTICULARS	2010-2011
4	Fees under Lift Act	79,93,075
5	Others	9,25,966
6	Recovery of over payments	--
7	Leave salary contribution	--
8	Examination Fees	80,855
9	007-Compounding Fees	9,92,070
	Sub Total-II	28,92,60,124
TOTAL (I+II)		6,63,48,83,188
Refunds (-)		---
GRAND TOTAL		6,63,48,83,188

The comparative statement of revenue receipt of the Dept. for the past nine years from 2002-03 to 2010-11

Sl. No	Financial Year	Total Receipt in Rupees
1	2005-06	2,77,08,74,997
2	2006-07	3,45,80,46,402
3	2007-08	4,40,02,05,555
4	2008-09	3,70,59,40,686
5	2009-10	678,68,94,540
6	2010-11	6,63,48,83,188



The expenditure statement for the Electrical Inspectorate during the year 2010-11 is given below

3.2 EXPENDITURE STATEMENT UNDER HEAD OF ACCOUNTS
NON-PLAN: OTD 2045-00-103-0-01

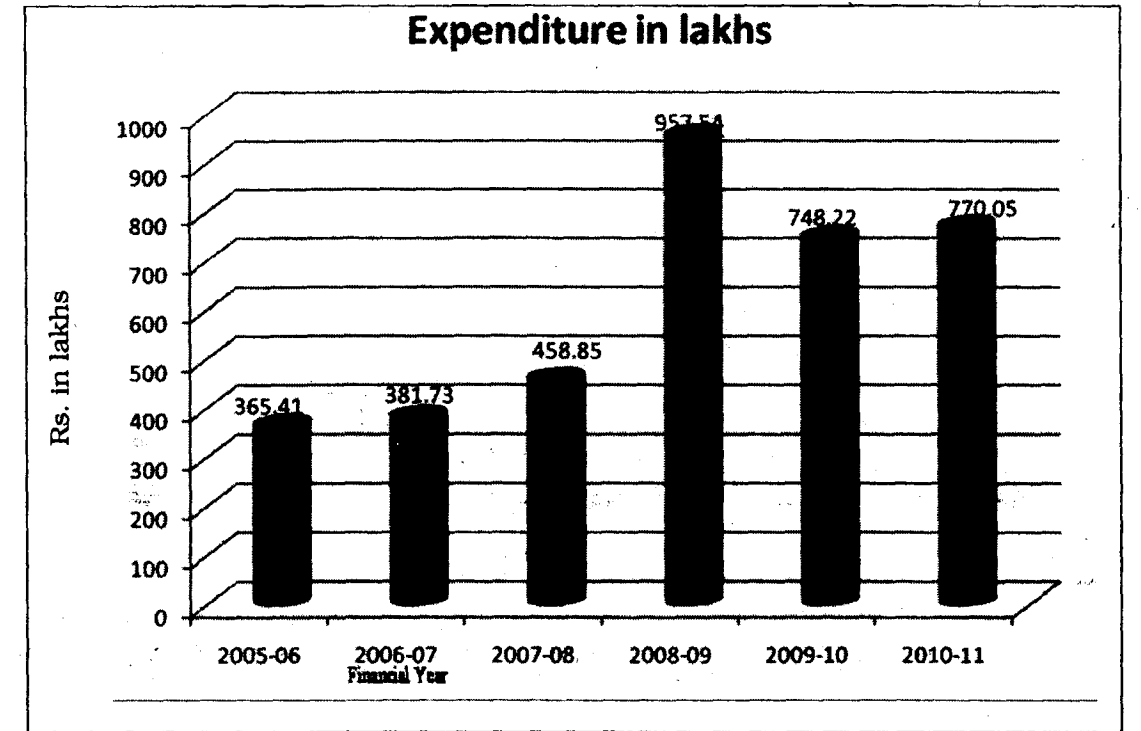
Sl. No.	PARTICULARS		Amount in Rupees
1, 2	Salary	Officers	1,52,88,880
		Staff	2,02,12,584
3	Interim Relief		--
4	Dearness Allowance		1,87,96,118
5	Other Allowance		59,73,193
6	Supplementary expenses		93,186
7	Medical Expenses		65,653
8	Medical Reimbursement		1,52,020
9	Traveling Allowance		13,02,258
10	General Expenditure		13,56,542
11	Building Expenses		64,11,308
12	Transport Expenses		74,03,283
TOTAL-I			7,70,53,025

OTD 2045-00-105-0-01

13	106-Subsidy	
	TOTAL-II	
	Grand Total(I+II)	7,70,53,025

The comparative statement of Expenditure of the department for the past nine years from 2002-03 to 2010-11

Sl. No	Financial Year	Expenditure in Rupees
1	2005-06	36541594
2	2006-07	38173688
3	2007-08	45884594
4	2008-09	95754446
5	2009-10	74822053
6	2010-11	77053025



4. Electrical Accidents: -

The total number of reported electrical accidents during the year 2010-11 were 1609 out of which 434 were fatal to human, 239 were non-fatal to human and 490 were fatal to animal. All the reported electrical accidents have been investigated under Section 161 of The Electricity Act 2003 and Indian Electricity Rules 1956 and reports have been finalised suggesting all remedial measures to the possible extent to prevent such accidents in future.

The number of electrical accidents occurred while performing various types of electrical work and possible reasons:-

4.1 REASONS FOR ELECTRICAL ACCIDENTS

Sl. No.	REASONS	HUMAN BEINGS				ANIMALS ELEPHANTS		FIRE ACCIDENTS	TOTAL
		FATAL		NON-FATAL		FATAL	FATAL		
		NDep	Dept	NDep	Dept				
1	Snapping of conductors	69	1	31	1	227	1	38	368
2	Falling of tree branches	7	0	5	0	10	2	8	32
3	Yielding of pole	3	0	1	0	15	0	1	20
4	Touching of live line /appratus	147	16	70	64	16	0	30	343
5	Energisation of Metal supports	8	2	5	2	22	1	0	40
6	Leakage of current/Energisation of Earth wire/guy wire	33	0	4	7	153	0	0	197

Sl. No.	REASONS	HUMAN BEINGS				ANIMALS	ELEPHANTS	FIRE ACCIDENTS	TOTAL
		FATAL		NON-FATAL		FATAL	FATAL		
		NDep	Dept	NDep	Dept				
7	Energisation of Energy meter/Half pole	3	0	1	1	6	0	0	11
8	Internal consumer installation fault	33	0	1	0	6	0	25	65
9	Unauthorised Energisation of Fencing	17	0	0	0	2	5	0	24
10	Other Reason	89	6	16	30	22	2	344	509
	TOTAL	409	25	134	105	479	11	446	1609

Note: The above Figures indicates the No. of Accidents

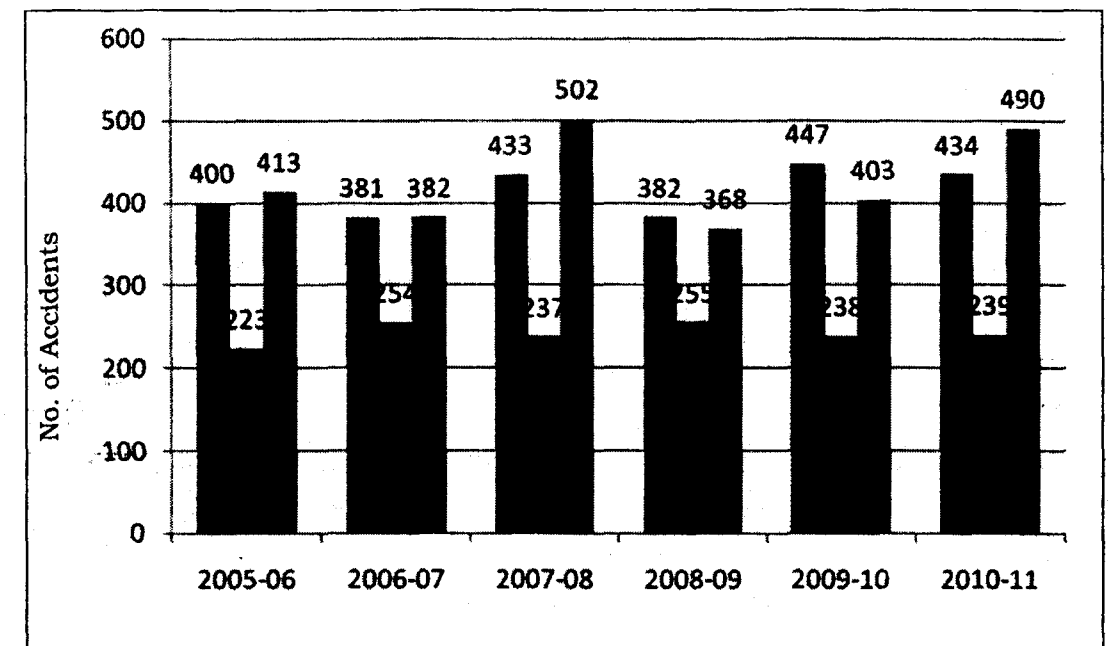
The statistics of electrical accidents involving the number of persons and animals affected according to the category of the installations:-

4.2 STATISTICS OF ELECTRICAL ACCIDENTS IN DIFFERENT CATEGORY OF INSTALLATIONS

Sl. No.	INSTALLATIONS	HUMAN BEINGS				ANIMALS	ELEPHANTS
		FATAL		NON-FATAL		FATAL	FATAL
		NDep	Dept	NDep	Dept		
1	Installations of suppliers of Electricity involving SEBs/ LICENCEES/ Generating Companies						
	a. Generating Station	0	0	0	0	0	0
	b. Transmission & Distn						
	I. 11KV & above	127	16	110	87	308	0
	2. Below 11KV	227	10	56	18	531	11
2	Industrial Installations of Consumers						
	a. Owned by Govt/ Semi-Govt/ Local Authorities	0	0	0	0	0	0
	b. Owned by Pvt. Parties	5	1	0	0	0	0
3	Installations of Consumers other than Industrial, [i.e Residential / Agricultural / Commercial Etc.]						
	a. Owned by Govt/ Semi-Govt/ Local Authorities	9	0	2	0	3	0
	b. Owned by Pvt. Parties	58	0	6	0	8	1
	TOTAL	426	27	174	105	850	12

Note: Above figure indicates the no. of victims involved in the accident not the No. of accidents

4.3. The number of electrical accidents in the State of Karnataka for the past Six years.



Financial Year

5. Licensing Advisory and Examination Board: -

The Licensing Advisory and Examination Board used to meet every month to scrutinise the applications received for grant of electrical contractor licence and issue of wiremen & supervisory permits.

Several number of licence and supervisory and wireman permits were issued during the year 2010-11. The following is the list of licences and supervisory and wireman permits issued during the year and the existing statistics as on 31-03-2011.

5.1 Electrical Contractor Licences

Sl. No.	Particulars	Number of licences and permits issued during the period 2010-11	Total number of licences and Supervisory permits in the State as on 31-03-2011
1	Electrical Contractor Licences		
	Class 1	2898	27009
	Class 2	330	14617
	Class 3	0	14
2	Special wiremen Permits	1	52
3	Electrical Supervisor (Industrial)	1395	28493
4	Electrical Supervisor Permits (Mines)	5	690
5	Wiremen Permits	3269	45857

5.2 The Electrical supervisor (Industrial/Mines) and wiremen examinations for the period 2010-11 were conducted in the month of May-June 2011 at Bangalore, Hubli and Hutti centres and the following is the related information of the examination:-

(5.2.1) Electrical Supervisor (Industrial) Examination:-

Sl. No.	Particulars	Bangalore Centre	Hubli Centre
1	Number of candidates appeared for the examination	103	75
2	Number of successful candidates in the examination	06	04
3	Percentage of result	5.82%	5.33%

(5.2.2) Electrical Supervisor (Mines) Examination:-

Sl. No.	Particulars	Hutti Centre
1	Number of candidates appeared for the examination	17
2	Number of successful candidates in the examination	5
3	Percentage of result	29.41%

(5.2.3) Wiremen Examination:-

Sl. No.	Particulars	Bangalore Centre	Hubli Centre
1	Number of candidates appeared for the examination	450	248
2	Number of successful candidates in the examination	216	157
3	Percentage of result	48%	63.3%

6. Training:-

The Department Officials & Ministerial staff had undergone various training programs conducted by Administrative Training Institute, Mysore & District Training Institute, Bangalore in the academic year 2010-11. The 10 no. of Assistant Electrical Inspectors those who have joined the service during 2007 & 2009 have undergone 133rd Common Foundation Course from 11-10-2010 to 20-11-2010 & all the 10 candidate successfully completed the CFC program.

Training Details for the Year 2010-11

6.1 Administrative Training Institute, Mysore

Sl. No.	Date of Training	Type of Training	Total No. of Candidates Attended
1	11.10.2010 to 20.11.2010	133rd Common Foundation Course	10
2	14.09.2010 to 18.09.2010	Effective Office Administrations with Information technology	5
3	13.09.2010 to 17.09.2010	Conduct Rules & Departmental Enquiries	2
4	14.10.2010 to 15.10.2010	Capacity Building For Access to Information RTI Act 2005	1
5	2.11.2010 to 4.11.2010	Administration Law & Court Procedure	3

6.2 District Training Institute, Bangalore

Sl. No.	Date of Training	Type of Training	Total No. of Candidates Attended
1	5.07.2010 to 9.07.2010	Computer Training	3
2	5.07.2010 to 9.07.2010	KCS (Conduct) & KCS (CCA) Rules	4
3	12.07.2010 to 14.07.2010	BUDGET	3
4	09.08.2010 TO 11.08.2010	ADALITADALLI KANNADA BALAKEYA VISHESHA	2
5	15.11.2010 TO 16.11.2010	INCOME TAX RETURNS	3
6	22.11.2010 to 27.11.2010	Computer Training	2
7	2.12.2010 TO 4.12.2010	Pension	4

7. Court Cases:

The list of court cases pertaining to the department as on 31.03.2011 are given below along with particulars of case no. status etc.

7.1 Administrative Related Cases:

Sl. No.	Application No.	Matter		Status
1	5115/2010	Regarding seniority	B C HANUMANTAPPA, FDA V/S STATE & OTHERS	INITIAL STAGE
2	104/2001	Regarding seniority	N. TAMMAIAH, FDA V/S STATE & OTHERS	INITIAL STAGE
3	3632/2011	REGULARISATION OF SERVICE FROM RETROSPECTIVE EFFECT	PRABHAKAR, SDC V/S STATE & OTHERS	INITIAL STAGE

7.2 Taxation Related Cases:

The Details of Writ Petitions / Writ Appeals settled during the period 2010-2011 pertaining to WP/WA's filed against payment of electricity tax for the period from 16-10-2003 to 01-07-2001(On self consumption) before the Hon'ble High Court of Karnataka are as here under.

1	Biocon Industries Pvt.Ltd. Bangalore	WA 1030/2007
2	Grasim Industries, Kumarapatnam	WA 1456/2007
3	Solaris Chem Tech Ltd. Belgaum	WA 1942/2007.
4	Kirsloskar Ferro Industries Ltd.Koppala	WA 1406/2007.
5	TVS Motors Co ltd.Mysore	WA 625/2007
6	South India Paper Mills, Mysore	WA 1126/2007.
7	Ruchi Soya Industries Ltd. Mangalore	WA 2118/2007.
8	Vasavadatta Cements, Gulbarga	WA 2312/2007
9	Rajashree Cements , Malkhed	WA 1457/2007
10	G. I. Power Corporation Ltd. Bangalore.	W P 15471 /2006
11	G. I. Power Corporation Ltd. Bangalore.	WA 2210/2006
12	Bhoruka Power Corporation Ltd, Shahapur	W P 51502 / 2003

The details of Writ Petitions / Writ Appeals before the Hon'ble High Court of Karnataka for the year 2011-12

1	G. I. Power Corporation Ltd. Bangalore.	WP-25558/2010
2	Bhoruka Power Corporation Ltd, Shahapur (Sale of power)	W P 41072-73/2010
3	Filed by the Dept. against the order passed by Hon'ble High Court of Karnataka in W.P No.9719/2004 with regard to levy of interest at 24% instead of 15% as held by the Hon'ble High Court	W.A-1791/2009
4	Sona Synthetic	Advolarem Tax
5	FKCC	WP No.3935/2008
		WP-1644/2009



Did you know?

Benjamin Franklin studied electricity, and is quite famous even today for his kite and key experiment with lightning. We must always remember that Ben could have been seriously injured during that experiment. It is never a good idea to be careless with something as powerful as electrical energy!

Electricity has the power to light lamps that help us see at night and fuel heaters that keep us warm in winter, but it is important not to get in electricity's way because it can harm you.

Here are a few safety tips to remember:

- Never play with electrical cords, wires, switches, or plugs.
- Stay away from fallen power lines. Tell an adult if you see a fallen line.
- Never use a hairdryer or play an electrical radio or television near a bathtub or sink.
- Before you climb a tree, look up. If a power line is nearby or touching, stay away from the tree.
- Never touch anything that runs on electricity when your hands are wet.
- Fly kites and model airplanes in a wide open field or park—never near overhead electrical wires.
- Never climb utility poles or electrical towers.
- Stay away from substations and transformers (green boxes).

Safety Tips

CUSTOMER SAFETY (Safety Measures to avoid Electrical Accidents) Domestic Consumers

Sl. No.	DO'S	DON'TS
1.	Use standard pins to tap supply from plug points.	Avoid tapping of supply by inserting bare wires.
2.	Use always standard materials with ISI marks even it costs more.	Don't use lamp brackets to tie wires or ropes to dry clothes.
3.	Fused bulbs may be replaced only after the switch is off.	Changing the fused bulbs when the switch is on is dangerous.
4.	Use always properly earthed 3 pin plugs to connect Refrigerators, wet grinders, mixes, washing machines, iron boxes and geysers etc.	Don't touch an electric switch or appliance when your hands are wet or bleeding from a cut. Don't keep the lamp holders without lamp.
5.	Keep all lamp holders with lamps.	Don't purchase sub-standard electrical fittings to save money which may result in serious accidents.
6.		Don't connect mixies, Refrigerators, wet grinders, washing machines, iron boxes and geysers through unearthed plug pins which may cause serious accidents.

Commercial Consumers

Sl. No.	DO'S	DON'TS
1.	All wiring works should be done through licensed wiring contractors	Don't travel on vehicles laden with goods beyond the permissible height. This may cause electrical fatal accident due to coming into contact with electrical lines.
2.		Don't tie advertisement boards, flags etc. to the electric post.

Industrial Consumers

Sl. No.	DO'S	DON'TS
1.	Place men working sign boards on all switches before commencing work	Don't close any switches unless you are familiar with the circuit which controls and know the reason for its being kept open.
2.	Ensure that all the controlling switches are opened and locked or the fuse withdrawn before working on any circuit or apparatus.	Don't touch or tamper with any electrical gear or conductor. Unless you have made sure it is Dead and Earthed. High voltage apparatus may give leakage shock or flash over even without touching
3.	Treat circuit as alive until they are proved to be dead.	Don't test a circuit with bare fingers or hand or other make shift devices to determine whether or not it is alive.
4.	Turn away your face whenever an arc or a flash is expected.	Don't close or open a switch or fuse slowly or hesitatingly. Do it quickly, positively and firmly.
5.	Please see that all splices and connections are securely made.	Don't use wires with poor and deteriorated insulation.
6.	Discharge to earth thoroughly all cables before working on the cores.	Don't be haste and careless. This cause many accidents.
7.	Do test rubber gloves periodically.	Don't throw water on live electric equipment in case of fire. It is dangerous.
8.	Do place rubber mats in front of electrical switch boards.	Don't use fire extinguishers on electrical equipment unless it is clearly marked as suitable for that purpose.
9.	Make sure that all employees are familiar with the location and use of fire fighting apparatus.	Don't work on a pole or elevated position when line is alive, without safety belt and rubber gloves and unless a competent person stands on the ground nearby to direct operations and give warning.

Sl. No.	DO'S	DON'TS
10.	Make sure, when using fire hose, that the jet of water breaks into a fine contact with live electrical apparatus.	Don't use a ladder without a lashing rope otherwise the ladder should be held firmly by another person.
11.	Check fire extinguishers periodically to ensure that they are all in good conditions.	Don't go near running belts and machines.
