

# KERALA STATE ELECTRICITY BOARD

Board Secretariat  
Vydyuthi Bhavanam  
Thiruvananthapuram

No. CP/R&P/Plg.1/CFL/2008-09/

Date: 28.01.2009

## CIRCULAR

Sub: Distribution of Compact Fluorescent Lamps to consumers as part of Demand Side Management program during Summer 2009

- Ref: 1. B.O. (FB) No.131/2009 (CP/R&P/Plg.1/Hydel Position/2008-09) dated 19.01.2009  
2. B.O. (FM) No.130/2009 (CP/R&P/Plg.1/CFL/2008-09) dated 19.01.2009

As part of various demand side management programs to meet the power demand during coming summer season, the Board vide order read as paper (1) and (2) above has decided to implement a scheme for distribution of Compact Fluorescent Lamps (CFLs) to select consumers of KSEB.

One CFL will be distributed per selected household free of cost as part of demand side management program for reducing the peak demand as well as energy consumption in the Kerala system. The coverage in the first phase will be 10 Lakhs households. The expected direct reduction in demand is about 60 MW in peak demand and about 7.5 MU in monthly energy consumption.

The selection criteria will be as detailed below:

1. Only those consumers who had cleared their up-to-date bills will be eligible for selection under the scheme. For those consumers with invoices whose last date for payment not over are also eligible under the scheme.
2. All SC/ST domestic consumers in the State satisfying the 1<sup>st</sup> criteria will be covered under the scheme.
3. All BPL domestic consumers coming under Local Self Government Institutions (LSGIs) having Total Energy Security Mission (TESM) projects (~ 440 panchayaths, 9 municipalities and 3 corporations) satisfying the first criteria will also be covered under the scheme.
4. The scheme will be open to all other domestic consumers also who are not covered under 2 and 3 above and satisfying the first criteria. For such consumers the eligibility will be determined based on the level of reduction in energy consumption achieved in the spot bills issued during the scheme period between 1<sup>st</sup> February '09 and 31<sup>st</sup> May '09. The reduction achieved in comparison with the spot bills issued during the base period between 1<sup>st</sup> December '08 and 31<sup>st</sup> January '09 will be considered for identifying the beneficiaries. Those domestic consumers who reduces

their consumption in any of the two billing cycles between 1<sup>st</sup> February '09 and 31<sup>st</sup> May '09 by 10%, subject to a minimum of 4 units/month (8 units in the billing cycle), as compared to the spot bill issued in the base period will be eligible for free distribution of CFL. This will be an incentive scheme in addition to 2 & 3 above, for reduction in consumption through energy conservation/efficiency methods.

Selection of beneficiaries under 2 & 3 above shall be made by Local Self Government Institutions (LSGI) by utilising trained volunteers of TESM, with the support of KSEB. Certificate regarding SC/ST and/or BPL status will be issued by the members of Local Self Government Institutions (LSGI).

### **Procurement and distribution of CFLs**

1. Vendor identification, quantum and rate of procurement of CFLs will be determined at Board level.
2. It is proposed to procure 10 Lakh CFLs for the scheme, tender for which is already floated.
3. Vendor selection and rate determination will be through a transparent bidding process.
4. One of the prescribed qualifications for the vendors is the presence of wide network of distributors/retailers in Kerala. The retail suppliers of vendors / manufacturers shall be responsible for warranty/guarantee repair / replacements. Beneficiaries can directly approach distributor/retailer as indicated in the warranty/guarantee certificate for repair/replacement.
5. The CFLs distributed through the scheme will be marked with letters "KSEB".
6. The designated consignees for supply by the vendors are Executive Engineers of Electrical Divisions.
7. Block level requirement of CFLs for distribution to SC/ST and BPL households will be furnished by TESM. The quantum of supply to each Electrical Division will be determined based on the requirement furnished by TESM.
8. Delivery of CFLs is expected to start by the first week of February.
9. Executive Engineers shall arrange sample testing of CFLs and arrange payment for the quantity supplied as per the orders placed, upon satisfactory completion of delivery to the concerned Division. On satisfactory completion of supply, 90% of invoice amount can be released by the respective Executive Engineers. Balance 10% will be released by the Board after expiry of guarantee period.
10. Executive Engineers of respective Electrical Divisions will be the nodal officer for implementation of the scheme in their respective areas (in case the geographic spread of panchayaths/blocks/municipalities overlaps two or more Divisions, the Electrical Division covering the headquarters of the concerned panchayath/block/municipality will cater to the total requirements of the respective LSGIs for the scheme).

11. Executive Engineers shall arrange distribution of CFLs to the respective block level coordinators of TESM for distribution among SC/ST and BPL households. Proper receipt of CFLs may be collected from the block level coordinators and kept in the Divisions for record.
12. Distribution of CFLs to the block level coordinators will be based on requirement indicated by TESM, which will be intimated to the respective Executive Engineers from corporate office.
13. Balance quantum may be distributed to the Section offices based on consumer strength for distribution under the incentive scheme.
14. District level meetings of Presidents of local bodies and Chairman/Conveners of CDS are planned to be convened by District Planning Committees during January '09. Deputy Chief Engineers and Executive Engineers shall attend these meetings and detailed program for selection of beneficiaries and distribution of CFLs are to be chalked out.
15. A meeting of people's representatives at Division/Sub division level may be convened for the grass root level initiation of the program in January/February '09. Action program for distribution of CFLs may be charted out in such meetings.
16. The volunteer corps identified by LSGIs under TESM may be used for spreading the message of energy efficiency/conservation as well as for identifying the beneficiaries under the scheme and distribution of CFLs to them.
17. There should be effective coordination between TESM volunteers and KSEB staff throughout the campaign. Necessary data regarding consumers as may be required by TESM volunteers shall be furnished by respective Section officers. Selection of beneficiaries shall be carried out based on a joint effort of elected members of LSGIs, TESM coordinators and staff of KSEB.
18. Training to TESM volunteers will be arranged by TESM coordinators during first week of February. Necessary support should be provided by Assistant Executive Engineers of respective Sub Divisions. Training will focus on imparting awareness on need for reducing consumption as well as usage during peak hours in the present power scenario. Also, tips for reducing consumption will be provided. Training shall also cover the modalities of distributing CFLs like selection criteria, collecting back working incandescent bulbs and destroying the same, distributing guarantee cards, collecting receipts from consumers indicating consumer number and section, providing consolidated statements etc.
19. The volunteers will distribute and install the CFLs to BPL and SC/ST beneficiaries along with guarantee card and collect back healthy 60/100 W incandescent bulbs in coordination with KSEB staff.
20. These beneficiary consumers are required to give receipt for CFL after satisfactory installation of CFL in their premises in prescribed format indicating consumer number and section.

21. Based on the receipts furnished by beneficiaries and the consolidated statement received from TESM volunteers the information regarding free distribution of CFLs shall be furnished to spot billers/senior assistants.
22. Spot billers shall check and report any anomaly in utilisation of subsidised CFLs during next billing cycle.
23. Distribution of CFLs to the consumers who had reduced their consumption by the required level will be through respective section offices.
24. The distribution can be either through cash counters or through separate counters or through field staff.
25. A proper acknowledgment of receipt of the CFL may be collected while distributing the same.
26. A buffer stock of CFLs shall be maintained in the section offices. The stock may be replenished based on feedback from spot billers as to the number of consumers meeting the eligibility criteria on each day.
27. Executive Engineers shall watch the trend in consumption of CFLs and additional requirement, if any, may be brought to the notice of the Board immediately.
28. Effective grass root level campaigns to be launched on energy conservation/efficiency during February and March to coincide with the program with the support of TESM and LSGIs. Notice, posters and other campaign materials will be provided by TESM. Local level public functions could be planned as part of the campaign.

Sd/-  
**Secretary**