



SOUTHERN POWER DISTRIBUTION COMPANY OF T.S. LIMITED
Mint Compound, Khairatabad, Greater Hyderabad-04

Office of the
Chief General Manager (Commercial)
TSSPDCL, Corporate Office,
Mint Compound, Hyderabad

Memo.No. CGM(Comml)/SE/(Comml)/DE(CSC)/D.No. 2539/2017, Dt: 21/9/2017

Sub:- TSSPDCL – Registration for New (I.T) services at ICSCs/ CSCs – Documents required from consumer- Certain / Instructions issued – Reg.
Ref:- Note approved by the CMD/TSSPDCL dated:18/09/2017

As per the note approved by CMD, for making Ease of Doing Business compliance on par with TS- iPASS, the documents to be received for all IT category consumers at the time of the registration at all Customer Service Centres/ Integrated Customer Service Centres of TSSPDCL are reduced to two numbers as follows:

1. Ownership documents (Registered Sale Deed/ Registered Gift Deed/ Registered Gift Deed/ Registered Lease Deed)
2. ID proof (Aadhar Copy/ Driving License/ Pan Card/ Ration Card/ Voter ID/ Passport)

Hence all Divisional Engineer/Operations and Assistant Divisional Engineer/Operations incharge of Integrated Customer Service Centres/ Customer Service Centres of TSSPDCL are hereby instructed to implement the above instructions without fail. Any deviations observed or requesting for any additional documents other than the above mentioned documents for registration of new services shall be viewed seriously and action shall be initiated on the concerned incharge of Integrated Customer Service Centres or Customer Service Centres. The above instructions shall be implemented with immediate effect.

Further, before release of supply, CEIG approval for 650V and above services and occupancy certificate for Multistored buildings shall be insisted.

Chief General Manager (Commercial)

To:
All Divisional Engineer/Operations _____ / TSSPDCL
All Assistant Divisional Engineer/Operation _____ / TSSPDCL
All Assistant Engineer/ICSCs _____ / TSSPDCL

Copy to:
All Chief General Manager / _____ Zone/ TSSPDCL
All Superintending Engineer/Operations/ _____ / TSSPDCL
GM (IT) – with a request to do the necessary IT amendment in CSC software and put up this letter in intranet downloads of CSC.

Copy Submitted:

The Chairman & Managing Director/Corporate office/ TSSPDCL/Mint Compound/ /Hyd
The Director (Commercial)/Corporate Office/ TSSPDCL /Mint Compound/ /Hyd
The Director (Operation)/Corporate Office/ TSSPDCL/Mint Compound/ Hyd

} for favour of information

Note: Please see in 202/Corporate Office/Commercial/DE-CSC>Instructions-IT New Registrations

Handwritten notes:
20/10/17