

छत्तीसगढ़ स्टेट पॉवर ट्रांसमिशन कंपनी लिमिटेड, रायपुर

CHHATTISHGARH STATE POWER TRANSMISSION
COMPANY LIMITED

सूचना का अधिकार अधिनियम, 2005 की धारा
4(1)(ख) के अंतर्गत मेन्युअल 17 बिन्दुओं में

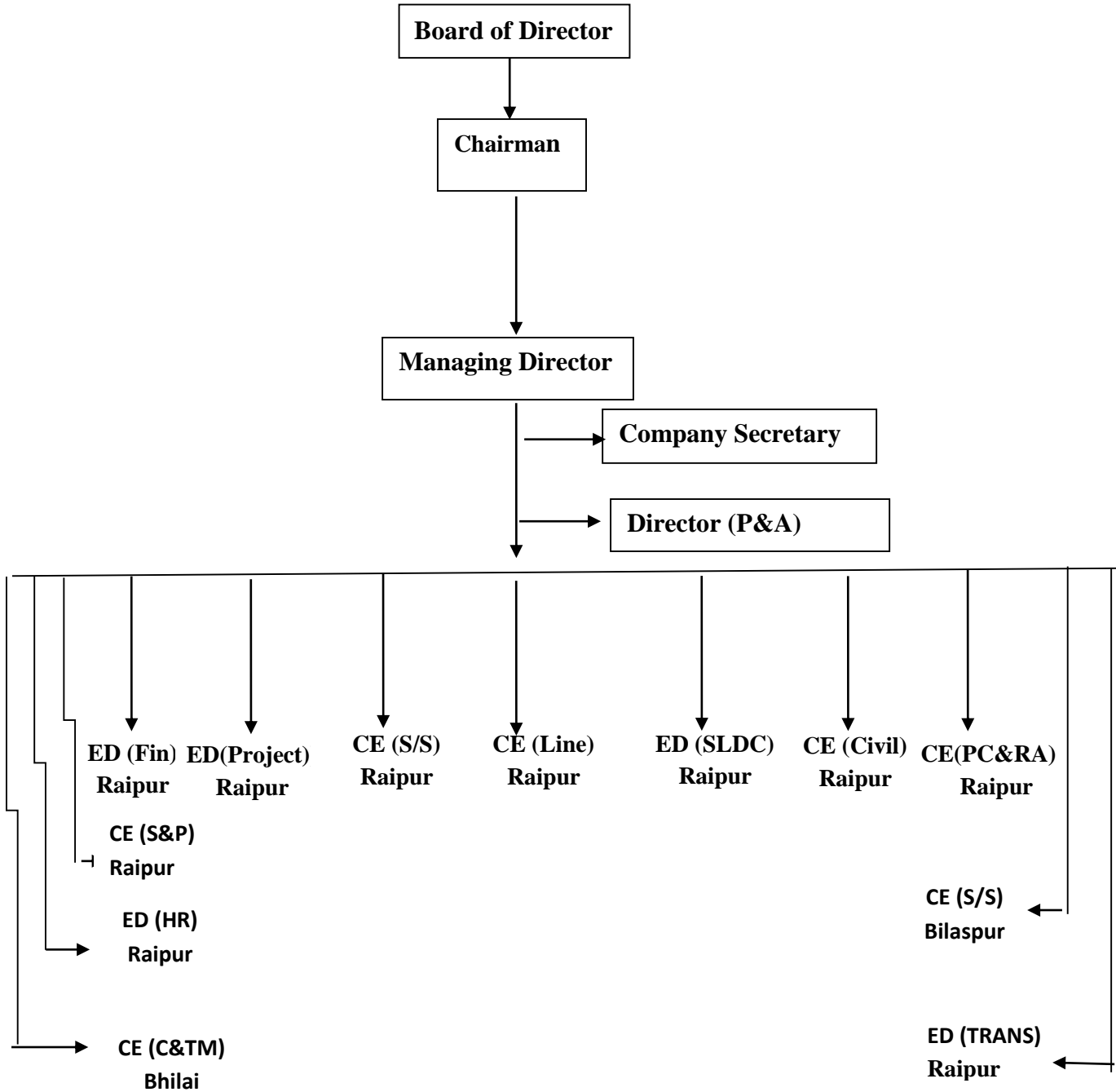
कार्यालय
प्रबंध निदेशक,
छत्तीसगढ़ स्टेट पॉवर ट्रांसमिशन कंपनी लिमिटेड
वर्ष – 2023
(31.08.2023 की स्थिति में)

**MANUAL CONTAINING INFORMATION PERTAINING
TO OFFICE OF M.D., CSPTCL, RAIPUR**

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ORGANISATIONAL SET UP OF
C.S. POWER TRANSMISSION COMPANY LIMITED



OFFICE OF MD, CSPTCL, RAIPUR

Functions and duties of the office

प्रबंध निदेशक, छत्तीसगढ़ स्टेट पॉवर ट्रांसमिशन कंपनी लिमिटेड, रायपुर

1. योजना
2. प्रशिक्षण
3. ऊर्जा का अंतःराज्यीय पारेषण एवं तत्संबद्ध समस्त कार्य
4. अति उच्चदाब पारेषण के अंतर्गत समस्त सिविल इंजीनियरिंग कार्य
5. विद्युत प्रणाली से संबंधित तकनीकी रूपांकन, विवरण एवं मानकीकरण
6. विद्युत प्रणाली नियोजन एवं संचालन
7. परीक्षण एवं संचार सहित ई.एच.टी. प्रणाली का संचालन एवं संधारण
8. अति उच्चदाब पारेषण प्रणाली, योजना, परियोजना प्रतिवेदन तैयार करना, स्वीकृत पारेषण योजनाओं का क्रियान्वयन एवं निर्माण
9. कर्मशालाएं (बिजलीघरों में एवं वितरण कंपनी में स्थित कर्मशालाओं को छोड़कर)
10. अधीनस्थ विभागों संबंधी – क़य निविदायें आमंत्रित करना, आदेश देना, इन्वेन्टरी (माल सूची) नियंत्रण एवं प्रबंधन के कार्य सम्बन्धी प्रशासनिक नियन्त्रण.
11. विभाग से संबंधित विधानसभा एवं लोकसभा प्रश्न
12. पारेषण प्रणाली से संबंधित औद्योगिक सुरक्षा
13. विभाग से संबंधित कानून एवं व्यवहार दावे
14. विभाग से संबंधित औद्योगिक संबंध एवं कल्याणकारी गतिविधियाँ
15. विभाग से संबंधित दूरभाष, एवं संपत्ति व्यवस्थापन
16. विभाग से संबंधित विभिन्न स्थापना कार्य
17. राज्य भार प्रेषण केन्द्र
18. वितरण कम्पनी एवं उत्पादन कम्पनी से यथावश्यक समन्वयन
19. वित्तीय संस्थाओं से प्राप्त वित्तीय सहयोग के अंतर्गत परियोजना क्रियान्वयन प्रबंधन एवं समन्वयन
20. अंतः कंपनी करार
21. कंपनी के बजट एवं बिजनेस प्लान का निर्धारण
22. वित्त, लेखा एवं लेखा परीक्षा

Point No. 2

OFFICE OF MD, CSPTCL, RAIPUR

Powers and duties of the Officers & Employees

Work Distribution Order of Each Officer & Employees

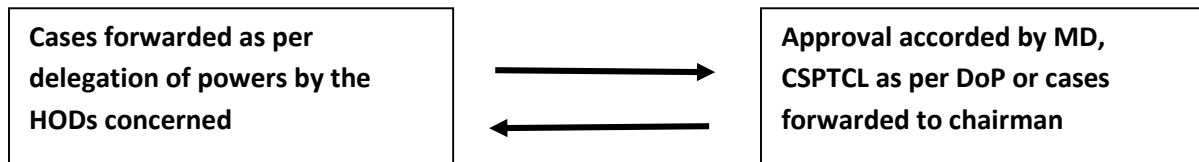
S.N.	Name	Designation	Duties
1	Smt. Ujjwala Baghel	MD	MD of the Company
2	Shri Manoj Rai	SE	Assistant to MD
3	Smt. Sandhya Ojha	EE	Assistant to MD
4	Shri N. Prabhakar Rao	Staff Officer	Assistant to MD
5	Shri Sanjay Agrawal	PA	Assistant to MD
6	Shri Bhupendra Singh	DEO	Receipt/Dispatch
7	Shri Awadh Charan Patel	Peon	Distribution of Dak, opening, closing and cleaning of office
8	Shri Dev Kumar Sahu	Peon	Distribution of Dak, opening, closing and cleaning of office
9	Shri Yado Ram Dhahke	Peon	Distribution of Dak, opening, closing and cleaning of office

OFFICE OF Director (P&A), CSPTCL, RAIPUR

S.N.	Name	Designation	Duties
1	Shri K.S. Ramakrishna	Director	Director of the Company
2	Shri Kurian Philipose	PS	Assistant to Director
3	Smt. Suchita Verghees	PA	Assistant to Director
4	Smt. B.Suhasini	Peon	Distribution of Dak, opening, closing and cleaning of office
5	Shri Dwarka Prasad Tiwari	Peon	Distribution of Dak, opening, closing and cleaning of office
6	Shri Chhagan Lal Chakradhari	Peon	Distribution of Dak, opening, closing and cleaning of office

Point No. 3

Decision making process, supervision and Accountability



Point No. 4

OFFICE OF MD, CSPTCL, RAIPUR

(Norms set to discharge the functions)

This is relevant for the different executing agencies of CSPTCL where depending upon their set up, norms have been set to discharge the functions.

Point No. 5

OFFICE OF MD, CSPTCL, RAIPUR

Acts, Rules, Regulations, Manuals, Instructions, circulars

Related with the functioning of the office

The O/o Managing Director, CSPTCL is not an independent office. It is the executive head of all the offices coming under its administrative control (as explained in the organizational set up of the company). Accordingly the details of Acts, Rules, Regulations, Manuals, Instructions, Circulars etc. related with the functioning of the CSPTCL have been provided separately by offices under the administrative control of MD.

Point No. 6

OFFICE OF MD, CSPTCL, RAIPUR

List of documents held under the control of the office

The documents / records are kept in the safe custody of concerned HoDs.

Point No. 7

OFFICE OF MD, CSPTCL, RAIPUR

Structure of the Consultative Committees

No Consultative committees under office of MD, CSPTCL.

Point No. 8

OFFICE OF MD, CSPTCL, RAIPUR

Information about the Board, Counsel,

Committees and other bodies

(As on 31 August 2023)

Board of Director's of CSPTCL

S. No	Post	Officer's Name
1	Secretary, Energy, Govt. of CG	Shri Ankit Anand, IAS
2	Secretary, Finance, Govt. of CG	
3	Chairman, C.G. State Power Company Limited	
4	Managing Director, CSPTCL	Smt. Ujjwala Baghel
5	Director (Women)	
6	Director (Personnel & Administration) CSPTCL	Shri K.S Ramakrishna

Point No. 9

OFFICE OF MD, CSPTCL, RAIPUR

Directory of the Officers and Employees (As on 31-08-2023)

S.N .	Name (Shri/Smt.)	Designation	Address	Ph.No.
1	Smt. Ujjwala Baghel	M.D.	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	0771-2574300
2	Shri Manoj Rai	SE	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	0771-2574504 9425565500
3	Smt. Sandhya Ojha	EE	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	0771-2574013 9098138622
4	Shri N. Prabhakar Rao	Staff Officer	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	0771-2574296 9329692413
5	Shri Sanjay Agarwal	PA	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	0771-2574300 9425214429
6	Shri Bhupendra Singh	DEO	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	8871508366
7	Shri Dev Kumar Sahu	Peon	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	9981359868
8	Shri Awadh Sharan Patel	Peon	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	7224859579
9	Shri Yadav Ram Dhahke	Peon	O/o MD CSPTCL Vidyut Sewa Bhavan, Raipur	9302666437

OFFICE OF Director (P&A), CSPTCL, RAIPUR

S.N.	Name	Designation	Address	Ph.No.
1	Shri K.S. Ramakrishna	Director	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	0771- 2574100
2	Shri Kurian Philipose	PS	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	0771- 2574100 9406119964
3	Smt. Suchita Verghees	PA	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	989338180
4	Smt. B.Suhasini	Peon	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	8839299196
5	Shri Dwarka Prasad Tiwari	Peon	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	92299897948
6	Shri Chhagan Lal Chakradhari	Peon	O/o Director (P&A) CSPTCL Vidyut Sewa Bhavan, Raipur	9165658094

Point No. 10

Monthly Remuneration and Compensation (As on 30 June 2023)

OFFICE OF MD, CSPTCL, RAIPUR

S.N.	Name (Shri/Smt./Ku)	Designation	Remuneration(Rs)	Other (Allowances)
1	Smt. Ujjwala Baghel	M.D.	123600/-	115518/-
2	Shri Manoj Rai	SE	210800/-	137618/-
3	Smt. Sandhya Ojha	EE	134900/-	90462/-
4	Shri N. Prabhakar Rao	Staff Officer	167600/-	107210/-
5	Shri Sanjay Agarwal	PA	92700/-	56445/-
6	Shri Bhupendra Singh	DEO	21600/-	13360/-
7	Shri Awadh Sharan Patel	Peon	48000/-	29775/-
8	Shri Dev Kumar Sahu	Peon	45200/-	28095/-
9	Shri Yado Ram Dhahke	Peon	43900/-	27315/-

OFFICE OF Director (P&A), CSPTCL, RAIPUR

S.N.	Name (Shri/Smt./Ku)	Designation	Remuneration(Rs)	Other (Allowances)
1	Shri K.S. Ramakrishna	Director	229100/-	162420/-
2	Shri Kurian Philipose	PS	157200/-	98220/-
3	Smt. Suchita Verghees	PA	144300/-	90480/-
4	Smt. B.Suhasini	Peon	34100/-	21010/-
5	Shri Dwarka Prasad Tiwari	Peon	35100/-	21760/-
6	Shri Chhagan Lal Chakradhari	Peon	29900/-	18640/-

OFFICE OF MD, CSPTCL, RAIPUR

Budgetary allocation & expenditure statement

Budget is allocated for each office under the administrative control of MD, CSPTCL and each office gives the details of the same in their manual separately.

OFFICE OF MD, CSPTCL, RAIPUR

Programms' & Beneficiaries

-- NIL --

OFFICE OF MD, CSPTCL, RAIPUR

**Particulars of Recipients & Concessions, Permits or
authorizations**

-- NIL --

OFFICE OF MD, CSPTCL, RAIPUR

Electronically available information

The salient features of the company have been displayed in its website- www.cspc.co.in As regards to other information/data, the details have been given by each office in their manual.

OFFICE OF MD, CSPTCL, RAIPUR

Facilities regarding information available

-- NIL --

Point No. 16

OFFICE OF MD, CSPTCL, RAIPUR

S.No.	APIO	PIO	1 st Appellate officer
1	2	3	4
Head quarter	- NIL-	Shri Pankaj Singh Parmar DGM (HR)-II, CSPTCL, Raipur	Shri Ashok Kumar Verma ED (HR), CSPTCL, Raipur
Ph. No.		0771— 2574151	0771— 2574700

OFFICE OF MD, CSPTCL, RAIPUR

Any other information

--NIL--