

**KSEB**

കേരളത്തിലെ ഊർജ്ജം

15  
YEARS OF  
CELEBRATING  
THE FUTURE**KERALA STATE ELECTRICITY BOARD LIMITED***(Incorporated under Companies Act, 1956)*

Reg. Office: VydyuthiBhavanam, Pattom, Thiruvananthapuram- 695 004, Kerala.

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website: [www.kseb.in](http://www.kseb.in) E-mail: [ddkseb@kseb.in](mailto:ddkseb@kseb.in) CIN:U40100KL2011SGC027424**ABSTRACT**

Steps to combat the pandemic, COVID 19 - rearrangement of operations of various offices - Ratification- Orders Issued.

**CORPORATE OFFICE (SBU-D)**

B.O(FTD) No. 566/2020 (D (D&IT)/COVID19 /2019-20) dated 08.09.2020 Thiruvananthapuram.

Read: 1.Circular No. D (D, IT & HRM)/ COVID 19/ 2019 – 2020/23 dated 03.08.2020.

2.Note no.D(D&IT)/D6-AE2/COVID Circular 23/2020 dtd.03.08.2020.

3.Meeting convened by the Hon. Minister for Power on 28.07.2020 with the representatives of trade unions and officers Associations.

4. Meeting convened by the Chairman & Managing Director on 23.07.2020 with the officers of Distribution.

5. Note No. D (D, IT&HRM)/COVID 19/2019-20 dtd.13.08.2020 of the Director (D,IT&HRM) to the Full Time Directors (Agenda 50/8/20)

**ORDER**

With the increase in the number of COVID positive cases throughout the entire State, some employees of KSEBL have also been tested as COVID positive and as a result certain offices had to be closed down, while in some cases the remaining employees of such offices were forced to go on quarantine. These issues were also discussed in detail during the meetings conducted by Hon'ble Minister for Power and Chairman & Managing Director read above. Some immediate and prompt actions have to be taken at all levels to avoid the spread of the pandemic among the staff as well as to maintain uninterrupted power supply.

After considering the decisions in the above referred meetings and the current situation, the COVID Cell had suggested the following main recommendations for the functioning of various KSEBL offices.

**1. Incident Commander**

The service of staff who had previously worked at Section Offices, Substations and Generating Stations may become essential to avoid the complete closure of these offices for maintaining uninterrupted power supply, in case all the essential staff will have to go on quarantine. It is not practical to deploy such employees as per rules in case an emergency situation arises and hence it is suggested to entrust an official for summoning/ utilising the services of such

employees from other Districts/Offices for the operation of major Generating/ Sub stations and maintaining uninterrupted power supply at Section offices. The official so empowered will be known as Incident Commander. The Deputy Chief Engineers at District Head quarters may be appointed as Incident Commander of Distribution/Transmission wing in that District and the Deputy Chief Engineer, Generation Circle shall serve as Incident Commander for Generation Wing.

**2. Formation of Power Brigade by incorporating KSEBL staff, Retired staff and Contract workers**

It is suggested to form a Power Brigade by incorporating experienced contract workers, staff formerly employed in the offices and retired employees not over 65 years of age those who had worked in the offices in the past for meeting the emergency situations. The concerned ARU head shall ensure that eligible wages for Contract Workers assigned to work as part of the Power Brigade is provided in time. It is also suggested to pay an honorarium of ₹750 /-per day to the retired employees who are assigned to work in case of absence of employees in the service.

**3. Reserve team including existing staff for ensuring uninterrupted power supply**

It is suggested to take necessary action to form a 'Reserve Team' in Electrical Sections, Substations (Operation & Maintenance), Generating Stations (Operation & Maintenance) and Load Despatch Center to meet the situation where the entire staff on duty has to be quarantined. The employees who are part of the Reserve Team shall be at their office headquarters during the period and shall need to stay in the 'Quarantine mode' at their place of residence in office headquarters and avoid possibility of contact with the public.

The COVID Cell has also suggested the detailed operations which are to be implemented in each wing of KSEBL for meeting the COVID 19 pandemic.

In view of the urgency of the situation, and as suggested by the Director (D,IT& HRM), as per note read as 2<sup>nd</sup> above, the Chairman & Managing Director directed to issue a circular, incorporating the key points like formation of Power Brigade by including KSEBL staffs, Retired staffs and Contract workers, Reserve Team and Incident Commander. The suggestions to pay an honorarium of ₹750/- per day to the retired employees who are assigned to work in Power Brigade in the absence of employees in the service and eligible wages for Contract Workers assigned to work from Power Brigade were also approved.

Accordingly Circular read as 1 above was issued and the matter was placed before the Full Time Directors as per note read as 5<sup>th</sup> above for ratification.

Having considered the matter in detail, the Full Time Directors of the Board in its meeting held on 26.08.2020 resolved to ratify the action to issue a Circular with the direction regarding payment of eligible wages for Contract Workers and honorarium of ₹ 750/- per day to retired employees, who are assigned to work in Power Brigade in the absence of employees in the service.

Orders are issued accordingly.

By Order of the Full Time Directors  
Sd/-  
Lekha.G  
Company Secretary-in charge.

To

The Chief Engineers, Distribution/ Transmission/Generation

Copy to:

The Chief Vigilance Officer/Legal Advisor & Disciplinary Enquiry Officer/ Chief Internal Auditor

The TA to Chairman & Managing Director

The TA to Director (Distribution, IT& HRM / Generation- Electrical & SCM/ Planning & Safety / Transmission-System Operation & REES/ Generation- Civil)

The Deputy Chief Engineer (Commercial & Planning) with full powers of Chief Engineer

The RAO/ECA/RCAO/The Legal Liaison Officer

The PA to Director (Finance) /CA to Secretary (Administration)/ Company Secretary

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Assistant Engineer