

THE INTIMATION OF ACCIDENTS (FORM AND TIME OF SERVICE OF NOTICE) RULES, 2005¹

In exercise of the powers conferred by clause (w) of sub-section (2) of section 176 of the Electricity Act, 2003 (36 of 2003) the Central Government hereby makes the following rules regarding the form and time of service of notices of electrical accidents, namely:—

1. Short title and commencement.—²[(1) These rules may be called the Intimation of Accidents (Form and Time of Service of Notice) Rules, 2005.]

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.—(1) In these rules, unless the context otherwise requires,—

(a) “Act” means the Electricity Act, 2003 (36 of 2003);

(b) “Inspector” means the Chief Electrical Inspector or the Electrical Inspector appointed under sub-section (1) of section 162 of the Act.

(2) Words and expression used and not defined in these rules but defined in the Electricity Act, 2003 (36 of 2003), shall have the meanings respectively assigned to them in that Act.

3. Intimation of accidents.—(1) If any accident occurs in connection with the generation, transmission, supply or use of electricity in or in connection with, any part of the electric lines or other works of any person and the accidents results in or is likely to have resulted in loss of human or animal life or in any injury to a human being or an animal, such person or any authorised person of the generating company or licensee, not below the rank of a Junior Engineer or equivalent shall send to the Inspector a telegraphic report within 24 hours of the knowledge of the occurrence of the fatal accident and a report in writing in Form A within 48 hours of the knowledge of occurrence of fatal and all other accidents. Where possible a telephonic message should also be given to the Inspector immediately, if the accident comes to the knowledge of the authorised officer of the generating company/licensee or other person concerned.

(2) For the intimation of the accident, telephone numbers, fax numbers and addresses of Chief Electrical Inspector or Electrical Inspectors, District Magistrate, police station, fire brigade and nearest hospital shall be displayed at the conspicuous place in the generating station, sub-station, enclosed sub-station/switching station and maintained in the office of the in-charge/owner of the Medium Voltage (MV)/High Voltage (HV)/Extra High Voltage (EHV) installations.

1. *Vide* G.S.R. 1(E), dated 22nd December, 2004, published in the Gazette of India, Extra., Pt. II, Sec. 3(i), dated 1st January, 2005. Nomenclature has been modified by G.S.R. 529(E), dated 11th August, 2005, published in the Gazette of India, Extra., Pt. II, Sec. 3(i), dated 11th August, 2005.

2. Subs. by G.S.R. 529(E), dated 11th August, 2005, for sub-rule (1). Sub-rule (1), before substitution, stood as under:

“(1) These rules may be called the Intimation of Accidents (Form and Time of Service of Notice) Rules, 2004.”.

FORM A

FORM FOR REPORTING ELECTRICAL ACCIDENTS

1. Date and time to accident.
2. Place of accident.
(Village/Town, Tehsil/Thana, District and State).
3. System and voltage of supply [Whether Extra High Voltage (EHV)/High Voltage (HV)/Low Voltage (LV) Line, sub-station/generation station/consumer's installations/service lines/other installations].
4. Designation of the officer-in-charge of the generating company/licensee in whose jurisdiction the accident occurred.
5. Name of owner/user of energy in whose premises the accident occurred.
6. Details of victim(s):

(a) Human

Sl. No.	Name	Father's Name	Sex of victim	Full postal address	Approximate age	Fatal/non-fatal
1	2	3	4	5	6	7

(b) Animal

Sl. No.	Description of animal(s)	Number(s)	Name(s) of owner(s)	Address(es) of owner(s)	Fatal/non-fatal
1	2	3	4	5	6

7. In case the victim(s) is/are employee(s) of supplier:—
 - (a) designation of such person(s);
 - (b) brief description of the job undertaken, if any;
 - (c) whether such person/persons was/were allowed to work on the job.
8. In case the victim(s) is/are employees(s) of a licensed contractor,—
 - (a) did the victim(s) possess any electric workmen's permit(s), supervisor's certificate of competency?
If yes, give number and date of issue and the name of issuing authority;
 - (b) name and designation of the person who assigned the duties of the victim(s).
9. In case of accident in the system of the generating company/licensee, was the permit to work (PTW) taken?
- 10.(a) Describe fully the nature and extent of injuries, e.g., fatal/disablement (permanent or temporary) of any portion of the body or burns or other injuries.
 - (b) In case of fatal accident, was the post mortem performed?

- 11. Detailed causes leading to the accident.
(To be given in a separate sheet annexed to this form).
- 12. Action taken regarding first aid, medical attendance etc. immediately after the occurrence of the accident (Give details).
- 13. Whether the District Magistrate and Police Station concerned have been informed of the accident (If so, give details).
- 14. Steps taken to preserve the evidence in connection with the accident to extent possible.
- 15. Name and designation(s) of the person(s) assisting, supervising the person(s) killed or injured.
- 16. What safety equipments were given to or used by the person(s) who met with this accident (e.g., rubber gloves, rubber mats, safety belts and ladders etc.)?
- 17. Whether isolating switches and other sectionalizing devices were employed to deaden the sections for working on the same. Whether working section was earthed at the site of work.
- 18. Whether the work on the live lines was undertaken by authorised person(s)? If so, the name and the designation of such person(s) may be given.
- 19. Whether artificial resuscitation treatment was given to the person(s) who met with the electric accident. If yes, how long was it continued before its abandonment?
- 20. Names and designations of persons present at, and witnessed, the accident.
- 21. Any other information/remarks.

Place.....
 Time.....
 Date.....

Signature.....
 Name.....
 Designation.....
 Address of the
 person reporting.....

TRIPURA STATE ELECTRICITY CORPORATION LIMITED

(A Govt. of Tripura Enterprise)

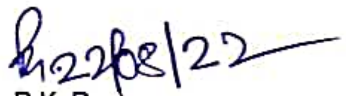


MEMORANDUM

As per the Intimation of Accidents (Form and time of service of Notice) Rules ,2004 of Electricity Act-2003(36 of 2003), if any accident occurs in connection with the Generation, Transmission , Supply or use of Electricity in or in connection with, any part of the electric lines or other works of any person and the accident results in or is likely to have resulted in loss of human or animal life or in any injury to a human being or an animal, than any authorized person of the Generating Company or licensee, not below the rank of a Junior Engineer or equivalent shall send to the Inspector a telegraphic report within 24hours of the knowledge of the occurrence of the fatal and all other accidents and a report in writing in **FORM-A** within 48 hours of the Knowledge of occurrence of fatal and all other accidents.

So all the Senior Managers of the Electrical Sub-divisions/Sub-stations and other offices of TSECL are hereby informed to follow the above mentioned guidelines and submit reports in connection with any Electrical Accident in **FORM-A** to the the Electrical Inspector,Power Department, Pandit Nehru Complex , Gorkhabasti,Agartala,Tripura .

A sample copy of the **FORM-A** is enclosed with this.


(Er. R.K. Roy)

Deputy General Manager
(Electrical Safety Officer)
Safety Cell
Corporate office, TSECL
Agartala, West Tripura

Date:-22nd day of August,2022

No.F.1.3/Safety /TSECL/ 33163-201

Copy to :-

1. The P.S. to The MD, TSECL, for kind knowledge of the MD Please.
2. The Director (Technical), TSECL for kind Information Please.
- 3-4) The General Manager(Technical/Transmission), TSECL, Agartala for kind information please.
- 5-15) The Additional General Manager, Electrical Circle No.I, Agartala/ Electrical Circle No.II Agartala/ EC-Gomati/EC-Belonia/EC-Sepahijala/EC-Dharmanagar/EC-Unokoti/EC-Khowai/EC-Dhalai/Transmission circle/DP & C.
- 16-38) The Deputy General Manager, ED-I Banamalipur, Agartala/ED-Capital Complex/ED-II, Bordowali, Agartala/ED-Jirania/ED-Mohanpur/ED-Udaipur/ED-Amarpur/ED-Santirbazar/ED-Belonia/ED-Sabroom/ED-Bishalgarh/ED-Jampuijala/ED-Sonamura/ED-Dharmanagar/ED-Panisagar/ED-Kanchanpur/ED-Kumarghat/ED-Kailashahar/ED-Khowai/ED-Teliamura/ED-Ambassa/ED-Kamalpur/ ED-Manu.
- 39) Office copy.


Deputy General Manager
(Electrical Safety Officer)
Safety Cell
Corporate office, TSECL
Agartala, West Tripura

TRIPURA STATE ELECTRICITY CORPORATION LIMITED

(A Govt. of Tripura Enterprise)



No.F.1.3/Safety /TSECL/31400-38

Date:-06th day of August,2022

MEMORANDUM

It has come to the notice of the authority of TSECL that so many Electrical Accidents both fatal & non fatal have been occurred during the last few months, causing loses of human beings of departmental & agencies staffs as well as consumers of Tripura State Electricity Corporation limited.

In maximum cases, the reason as found is the non performing/non execution of safety measures/precaution, non using of safety devices and frequent Snapping of HT/LT conductors.

As such to overcome the situation and to reduce the number of electrical accidents to Zero level, all the DGMs of Distribution & maintenance division are hereby directed to take immediate steps for execution of the followings with a target of completion by **15th day of September,2022** positively. Required materials for execution of the work may be collected from the Materials Management Division, Agartala on placement of Indent. Necessary Expenditure sanction may be obtained before execution of work from the competent authority.

1. Erection of Cradle Guard :-


- A. Across the Road.
- B. Gali path.
- C. Where conductor passes above the house hold,
- D. Where conductor passes through any paddy land ,
- E. Where conductor passes through any thickly populated Establishment(School, Offices, Hospital etc.).
- F. Any other such locations where the Concern authority thinks required.


(Er. K.L. Das)

General Manager (Technical)
Corporate office, TSECL

Copy to :-

1. P.S. to The MD, TSECL, for kind knowledge of the MD Please.
2. The Director (Technical), TSECL for kind Information
- 3-4) The General Manager(Transmission/ Finance), TSECL, Corporate office, Agartala for information.
- 5-15) The Additional General Manager, Electrical Circle No.I, Agartala/ Electrical Circle No.II Agartala/ EC-Gomati/EC-Belonia/EC-Sepahijala/EC-Dharmanagar/EC-Unokoti/EC-Khowai/EC-Dhalai/Transmission circle/DP & C.
- 16-38) The Deputy General Manager, ED-I Banamalipur, Agartala/ED-Capital Complex/ED-II, Bordowali, Agartala/ED-Jirania/ED-Mohanpur/ED-Udaipur/ED-Amarpur/ED-Santirbazar/ED-Belonia/ED-Sabroom/ED-Bishalgarh/ED-Jampuijala/ED-Sonamura/ED-Dharmanagar/ED-Panisagar/ED-Kanchanpur/ED-Kumarghat/ED-Kailashahar/ED-Khowai/ED-Teliamura/ED-Ambassa/ED-Kamalpur/ED-Manu.
- 39) Office copy.


(Er. K.L. Das)

General Manager(Technical)
Corporate office, TSECL



MEMORANDUM

Sub: Adoption of "Work Permit" Procedure under TSECL

Background:

Outages/breakdowns (both planned & emergency) occur in the electrical transmission & distribution network due to various reasons/accident resulting substantial damages to the electrical equipments including life of employees/staffs. During last couple of years many electrical accidents occurred leading to failures of power transformers, fires in the substation panels, blasts in HT panels including fatal accidents of employees etc. It is noticed that there have been increase in number of accident cases during breakdown restoration works perhaps due to not following the "Permit to Work" procedures by the sub-station operators as well as field staffs resulting fatal cases. It is hereby instructed to follow the guidelines mentioned below to avoid such future incidents.

Objective:

To adopt a standardized & uniform procedure for obtaining authorization to perform outages/breakdowns (both planned & emergency) related activities under TSECL as a safe system of work for ensuring protection of facilities including safety of employees/staffs.

Guidelines:

"Work Permit" should be adopted for any outages/breakdowns (both planned & emergency) related activities for all types of EHT, HT & LT Substations/Feeders/Electrical Equipments/Lines etc. including all kinds of maintenance works related to power supply systems under TSECL.

- ✓ Responsible authority/staffs of TSECL should be authorised to take "Work Permit" and authorised representative of contractors for "Sub-permit".
- ✓ Authorised personnel of TSECL (Sr. Manager/Manager/Lineman/ senior most Helper as the case may be) shall initiate and accept the "Work Permit" for performing the work and shall be responsible for executing the entire work in full compliance with the Work Permit requirements like Lock out and Tag out (LOTO) at all points as applicable before start of the work, informing all people involved/affected directly / indirectly etc.
- ✓ All the contractors (authorised representative) shall be issued "Sub-permit" for carrying out their assigned works.
- ✓ Authorised personnel of TSECL (Sr. Manager/Manager/Operator/In-charge of operation in Shift of any Sub-station as the case may be) shall issue the "Work Permit" to the authorised officer/staff of TSECL (Sub-permit to authorised representative of contractors) for performing the work after ensuring exact location and scope of the work, Lock out and Tag out (LOTO) at all points, isolations & de-energization of relevant isolators & breakers from sources, earthing at all isolation points.
- ✓ No work shall be started without valid "Work Permit" or "Sub-permit"

Contd....P/2

TRIPURA STATE ELECTRICITY CORPORATION LIM.

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- ✓ After clearing the faults from the lines/substations equipments, the permit holder shall write details of faults identified & activities carried out in the permit and return the duly filled-up permit with work completion report to the substation operator. Operator shall charge the sub-station/feeder only on receipt of the filled-up work permit/sub-permit duly authenticated by responsible authority and close the work permit.
- ✓ Proper entry of records in the breakdown & outage register/ Log Book shall be made with signature of authorised employee/staff and properly maintained for future inspection by higher authority.
- ✓ Proper co-ordination shall be ensured in order to avoid risks caused by simultaneous activities.
- ✓ Tag or key number shall be recorded on the "Work Permit" form.
- ✓ "Work Permit" information shall be handed-over to the respective shift personnel during Shift changeovers.
- ✓ Training on "Work Permit" procedure shall be carried out for smooth adoption.
- ✓ **Standard Format for "Work Permit" or "Sub-permit" is enclosed.**

The above is for compliance with immediate effect.


(Dr. Murhari S. Kele)
Managing Director

Dated, Agartala, the 16th Dec'2020

F. No. CMD/66.0/ 3300-47

To:

- 1) Director (Technical), TSECL, Tripura.
- 2) Director (Finance), TSECL, Tripura.
- 3) General Manager (Technical), TSECL, Tripura.
- 4) General Manager (Finance), TSECL, Tripura
- 5-15) Addl. General Managers, Electrical Circle No: I, Agartala/II, Agartala/ Kumarghat/ Dharmanagar/Ambassa/Belonia/Khowai/Gomati/Sepahijala/Transmission, Agartala/ DP&C, Agartala.
- 16-44) Deputy General Managers, Electrical Division No-I, Agartala/ II, Agartala/Capital Complex, Agartala/Mohanpur/Jirania/Jampuijala/Khowai/Teliamura/Ambassa/ Manu/ Dharmanagar/Kumarghat/Kailashahar/Panisagar/Kanchanpur/Kamalpur/Bishalgarh/ Udaipur/ Santirbazar (Bogafa)/Rabindranagar/ Belonia/Sabroom/ Amarpur/ Jatanbari/ Gomati HED/DMS-SCADA/SO (SLDC)/ MM Division, Agartala/Testing & Communication Division.
- 45-46) Deputy General Managers – Corporate/ Projects, Corporate office, TSECL.

Copy forwarded to:

- 1) P. S to Hon'ble Deputy Chief Minister (in charge of Power), Agartala, Tripura for kind information please.
- 2) Principal Secretary (Power), Agartala, Tripura for kind information please.


Managing Director

TRIPURA STATE ELECTRICITY CORPORATION LTD.
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No.:

PERMIT TO WORK

1. Date of issue: _____
2. To Whom Issued:
 - a) Name of the person _____
 - b) Designation _____
 - c) Place of Posting _____
3. Nature of work to be performed: _____

4. Details of Switching Operation, Isolation etc.: _____

5. Details of earthing with location: _____

6. Location at which caution plate has been fixed, if any _____

7. Particulars of the line and equipment which is/are dead and safe same for work: _____

8. _____
(Name of person issuing permit) (Name of person receiving permit)

(Designation of above person) (Designation of above person)

(Signature of above person) (Signature of above person)
9. Time of issue: _____

Declaration by the person receiving the permit: ---

1. Short description of work done : _____
2. Time of returning the permit : _____

I declare that the work for which permit was received has/has not been completed and/ but all men and materials removed from the work site and temporary earthing removed and the line / bay can be charged.

(Signature of above person)

Remarks

System normalised at: _____