Sub.: Performance monitoring & assessment tool for O&M agencies.

Following attributes for Performance monitoring & assessment of O&M agencies are decided:

(a). Attributes associated with infrastructure

In this category, we have mainly focused on minimum T&P; safety related articles biometric attendance owned or tie up facilities for hot line washing, testing, filter machine, etc.

(A) Infrastructure (Weightage Points)							
Sr.	**Process owner**	**11KV Remote control operation**	**Earth rods**	**Arc suit**	**Live line Voltage detector**	**Biometric attendance Machine**	**Insulation tester**
1	**Agency**	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**
2	EE	3	2	3	3	4	2

PPEs	**Emergency lights**	**T&P**	**Oil sample bottles**	**Filter Machine. (Owned or tie up)**	**Hot line washing (Owned or tie up)**	**Testing facility (Owned or tie up)**
Yes/No	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**	**Yes/No**
0 to 3	1	0 t0 6	**1**	**2**	**2**	**3**

Total weightage given under "infrastructure" is 35 points.

(b). Attributes associated with condition conformance

It includes attributes associated with condition of critical equipments viz. health of battery, battery charger, capacitor bank, up keeping, yard lighting, maintenance and testing as per schedule, compliance of inspection points etc.

(B)Condition Conformance (Weightage Points)					
Sr.	**Process owner**	**General up keeping**	**Yard and control room lighting**	**Aux. consumption(as per B.M)**	**Battery health / in service**
1	**Agency**	Yes/No	Yes/No	Yes/No	Yes/No
2	EE	3	3	1	2

Battery charger health / in service	**Capacitor bank health / in service**	**Maintenance as per schedule**	**Testing as per schedule**	**Theft / damage occurrence**	**Inspection Compliance**
Yes/No	Yes/No	Yes / No	Yes / No	Yes / No	Yes / No
2	2	5	5	1	3

Total weightage given for "condition conformance" is 27 points.

(c). Human resources and statutory compliance

In this category, we have mainly focused on aspect related to statutory compliance and human resources viz. minimum wages and deposit of PF of employees in RPFC offices, as well as attendance and bio-data of staff.

(C) Human resources and Statutory compliances (Weightage Points)						
Sr.	**Process owner**	**Head quarter of supervisor at one of group S/S - with mobile and vehicle**	**Bio data of staff**	**Monthly attendance sheet**	**Proof of wages & salary**	**P.F. Challans**
	In charge JE / DE	5	2	2	3	3

The overall weightage given in this category is 15 points.

(d). Attributes associated with operational performance.

In this category we have mainly focused on operational aspect viz. in time restoration, in time repairing, bus fault, zero power, accidents, equipment failure, timely attending of detect, etc. The remaining 23 points will be variable as per performance.

In order to emphasis on operational aspect of the contact, we have given motivational weightage of 10% against timely restoration (MF 1.1), 5% again zero accident (MF 1.05), 4% against uninterrupted power supply (MF 1.04) etc., in order to ensure quality service to the customers.

(D) Operational Performance (Weightage Points)					
Sr.	**Process owner**	**In time Restoration**	**Defect attendance**	**In time reporting in fault condition**	**Bus fault**
1	**Agency**	format-D1	format-D2	format-D3	format-D4
2	EE	MF	MF	MF	MF
		1.1	1.02	1.02	1.02
		0.9 / event out of time line	0.95 / defect not attended	0.95 / Equipment out of service attributable to agency	0.9/ Per event attributable to agency

Zero power	**Equipment failure**	**Equipment out of service**	**Accident**
format-D5	format-D6	format-D7	format-D8
MF	MF	MF	MF
1.04	1.01	1.01	1.05
0.9/Per event attributable to agency	0.9/Equipment Failure attributable to agency	0.95 / Equipment out of service attributable to agency	0.5 / Non fatal accident event attributable to agency
	0 / Transformer Failure attributable to agency		0 / Fatal accident event attributable to agency

The methodology for implementation of the above assessment process shall be as under:

1. There will be 9 Nos. of reporting formats as a part of monthly MIS.

2. All aforesaid formats are to be filled up and submitted by O&M agencies to In-charge JE/DE of respective substation, every month.

3. JE/DE shall certify that "the above checks and attributes are physically verified by him through inspection of records and random reading taken / witnessed by him", every month.

4. EE shall fill up rating in the prescribed formats preferred for attributed categories described above every month.

5. Above rated formats shall be submitted by EE (TR) to concern SE Circle every month.

6. Circle office shall compile all above rating agency wise and shall submit the same to Corporate Office on quarterly basis.