

**SOUTHERN POWER DISTRIBUTION COMPANY OF TELANGANA LIMITED**

O/o. the Chief General Manager (Commercial),  
TSSPDCL, Ground Floor, Corporate Office,  
Mint Compound, Hyderabad.

**Circular Memo No. CGM (C)/ SE(C)/ DE(C)/ ADE-I/F. EODB/D.No. 2263 /18, Dt: 31 -12 -2018**

Sub:- TSSPDCL – COMML – Ease of Doing Business 2019 – Business Reforms  
Action Plan – Documents required from consumer - Instructions issued – Reg.

Ref:- 1. Approved Note File vide Regd.No. 6475/18, dt.29.12.2018 of CMD/TSSPDCL.  
2. Memo.No. CGM(C)/SE(C)/DE(CSC)/D.No.2532/2017, Dt.21.09.2017.

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Vide reference 2<sup>nd</sup> cited, for complying Ease of Doing Business compliance for the year-  
2018 on par with TS- ipass, the documents to be received from consumers at the time of  
registration at all Customer Service Centre's/Integrated Customer Service centre's of TSSPDCL  
were reduced to two numbers as follows:

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

As per the suggestions made in the Business Reforms Action Plan for **EODB 2019** by  
DIPP, the following revised guidelines were proposed to reduce the number of mandatory  
documents required for obtaining electricity connection as follows:

- i. Proof of identity of user
- ii. Proof of Ownership/Occupancy( in case of owned/leased premise)
- iii. Authorization document (in case of firm or company)

In view of the above, the following modified instructions are hereby issued for release of  
new electricity connections by collecting following documents only:

1. **ID Proof (Aadhar Card/Driving License/Pan Card/Ration Card/Voter ID /  
Passport)**
2. **Ownership Documents (Registered Sale Deed/ Registered Gift Deed /  
Registered Lease Deed)**
3. **Authorization document (in case of firm/Company)**

In this regard, all the Chief General Managers/Operation and Superintending  
Engineers/Operation are requested to strictly adhere to above guidelines scrupulously for release  
of new electrical connections accordingly.

  
Chief General Manager/Commercial.

To:

The Chief General Manager/Operation/Metro, Medchal, Rural & Ranga Reddy Zones.

All the Superintending Engineers/Operation

All the Divisional Engineers/Operation

Copy to:

The Divisional Engineer/CSC/TSSPDCL

Copy communicated to:

The Chief General Manager/O&M/TSSPDCL

The Chief General Manager/IT/TSSPDCL – For necessary action to incorporate in CSC

Copy submitted to:

The Director/Commercial/TSSPDCL

The Director/Operation/TSSPDCL.

The Divisional Engineer/Tech to CMD