



Conduct of Business Rules

North Eastern Regional Power Committee

उत्तर पूर्वी क्षेत्रीय विद्युत समिति
North Eastern Regional Power Committee
भारत सरकार Govt. of India
विद्युत मंत्रालय Ministry of Power
“रोसालीना” नौन्ग्रीम्बा रोड, लाईट्मुखरा, शिलोंग - 793 003
Nongrimbah Road, Laitumkhrah, Shillong - 793 003

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CHAPTER I

GENERAL

1. Short title and commencement:

- (i) Government of India, under the provision of Section 2, Subsection 55 of the Electricity Act 2003 vide resolution F.No.23/1/2004-R&R dated 25th May, 2005 and subsequent amendment dated 29.11.2005 (copies enclosed) published in the Gazette of India has established the North Eastern Regional Power Committee herein after referred to as NERPC comprising of States of Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland and Tripura.
- (ii) As per the clause – 9 of the aforesaid resolution dated 25th May 2005, the NERPC hereby makes the following rules which may be called “The North Eastern Regional Power Committee (Conduct of Business) Rules, 2006”.
- (iii) These rules shall come into force from the date of its approval by the NERPC and shall remain in force unless otherwise modified.

2. Definitions:

2.1 In these Rules unless the context otherwise requires:-

- (a) ‘Act’ means the Electricity Act, 2003.
- (b) ‘Agenda’ means the list of business proposed to be transacted at a meeting of the Committee.
- (c) ‘Authority’ means Central Electricity Authority.
- (d) ‘Commercial sub-committee (CC)’ means a sub committee constituted by the Committee to consider commercial related issues.
- (e) ‘Commission’ means Central Electricity Regulatory Commission.
- (f) ‘Committee’ means the -Regional Power Committee constituted by the Central Government under Sub-Section (55) of Section 2 of the Electricity Act, 2003.

- (g) 'IEGC' means the Indian Electricity Grid Code specified by Central Electricity Regulatory Commission.
- (h) 'Meeting' means a meeting of the Committee or sub-committee convened by the head of the Secretariat or any member authorized to convene a meeting in the absence of the head of Secretariat.
- (i) 'Member' means the member of the –RPC as per Resolution of the Government of India on establishment of RPC dated 25.05.2005 and 29.11.2005 and as amended from time to time.
- (j) 'Operational Coordination Sub-Committee (OCC)' means a sub-committee constituted by the RPC to consider all issues related to operation of the regional grid.
- (k) 'Protection sub-committee (PC)' means a sub-committee constituted by the Committee to consider all power system protection related issues.
- (l) 'Rule' means – Regional Power Committee (Conduct of Business) Rules 2006.
- (m) 'System study sub-committee' means a sub-committees constituted by RPC to carry out the system studies.
- (n) 'Sub-committee' means the Sub-Committees constituted by RPC to guide and assist it in conducting the functions assigned to it.
- (o) 'Technical Coordination Sub-committee (TCC)' means a sub-committee constituted by the RPC to assist the RPC on all technical, commercial and other matters.

2.2 The words and expressions used and not defined in these Rules shall be construed as having the same meaning as defined in the Act.

3. Functions of NERPC

As per para 6 of the MOP Resolution dated 25.5.2005 RPC shall carry out following functions:-

- (i) To undertake Regional Level operation analysis for improving grid performance.
- (ii) To facilitate inter-state/inter-regional transfer of power.
- (iii) To facilitate all functions of planning relating to inter-state/ intra-state transmission system with CTU / STU.
- (iv) To coordinate planning of maintenance of generating machines of various generating companies of the region including those of inter-state generating companies supplying electricity to the Region on annual basis and also to undertake review of maintenance programme on monthly basis.

- (v) To undertake planning of outage of transmission system on monthly basis.
- (vi) To undertake operational planning studies including protection studies for stable operation of the grid.
- (vii) To undertake planning for maintaining proper voltages through review of reactive compensation requirement through system study committee and monitoring of installed capacitors.
- (viii) To evolve consensus on all issues relating to economy and efficiency in the operation of power system in the region.

4. Secretariat of NERPC

4.1 Secretariat shall perform the following duties namely;

- a) Keep custody of records of proceedings of the Committee, sub-committees, task force and working groups of the RPC.
- b) Prepare agenda for the Committee and Sub-Committee meetings.
- c) Prepare minutes of Committee and Sub-Committee meetings.
- d) Take follow-up action on the decision taken in the Committee & Sub-Committee meetings.
- e) Maintain archive of data and information pertaining to operating parameters, protection system and communication system of the regional power system.
- f) Collect from constituent members or other offices, companies, firms or any other party as may be directed by Committee, such information as may be considered useful for the efficient discharge of functions of the Committee under the Resolution and place the information before the Committee and its sub-committees.

4.2 The duties and responsibility envisaged under CEA Regulations, Indian Electricity Grid Code (IEGC), Regulations made by CERC, RPC Resolution and NERPC from time to time shall be carried out by the Member Secretary, NERPC Secretariat.

In line with the provisions of IEGC the details of functions are given below:

- a) The Member Secretary, RPC shall investigate and endeavor to resolve the grievance regarding unfair practices, delays, discrimination, lack of information, supply of wrong information or any other matter related to open access in inter-state transmission.
- b) The Member Secretary, RPC shall, for the purpose of payment of transmission charges/ capacity charges and incentives, certify:
 - (i) Availability of Regional AC and HVDC transmission system
 - (ii) Availability and Plant Load Factor for ISGS (Thermal)
 - (iii) Capacity Index for ISGS (Hydro)

- c) Member Secretary, RPC, shall verify and take up the matter regarding persistent non-compliance of IEGC with the defaulting agency for expeditious termination of the non-compliance. RPC shall maintain appropriate records of such violations.
- d) RPC is to carry out periodic inspection of Under Frequency Relays installed by the constituents and investigate cases of non operation of such relays at set frequency in actual system operation.
- e) The RPC Secretariat shall review on quarterly basis the Annual Planned Maintenance prepared by CEA in consultation with ISGS/ other generators in advance for the financial year review on monthly basis for the concerned quarters.
- f) The RPC Secretariat shall be responsible for analyzing the outage schedule given by all Regional Constituents, preparing a draft annual outage schedule and finalization of the annual outage plan for the following financial year by 31st January of each year.
- g) Any other responsibilities assigned by CERC/ CEA Regulations/ – RPC/ RPC Resolution shall also be carried out by secretariat.

4.4 RLDC shall provide to Member Secretary, NERPC a computer terminal to have a view of all the parameters in real time frame of Regional grid system.

5. Furnishing of data / information to Secretariat of RPC.

RLDC and the constituents of the region shall make available all data / information required by the Secretariat to discharge its functions or to carry out any other responsibility / function assigned to it by the Authority / Commission / Committee. It shall also be reasonability of the constituents to ensure that any data though not specifically asked for by the Secretariat, but which may be required for the specific responsibility / function assigned to the Secretariat is also made available to the secretariat.

6. Chairperson of NERPC

The Chairperson of NERPC would be appointed as per GOI Notification No 23 / 1 / 2004-R&R dated 25.05.2005 and 29.11.2005 as amended from time to time.

7. Website of NERPC

The NERPC shall have its own website which shall be maintained by NERPC Secretariat.

CHAPTER II

PROCEDURE FOR CONDUCTING RPC MEETINGS

7. Place and date of NERPC Meeting

- 7.1 The place and date of the meeting will be decided by Member Secretary, NERPC in consultation with Chairperson, NERPC. The will generally be held within the region.
- 7.2 Meeting will be hosted by the member organizations as per the roster prepared by Member Secretary, NERPC in consultation with the members of the NERPC.

8. Notice for the Committee meetings and Agenda

- 8.1 Notice for the Committee meetings shall be issued by Member Secretary, NERPC at least 2 / 3 weeks in advance in consultation with Chairperson, NERPC. In case of emergency meetings required to be conducted to carry out urgent business, notice of one week is to be given.
- 8.2 The Agenda points for the meeting shall be sent to the Member Secretary by the members at least 20 days in advance of the meeting. The member Secretary, NERPC shall finalize the agenda and circulate the same to all its members at least 10 days in advance and also be posted on the website.
- 8.3 Agenda for Committee meeting shall generally be put up after discussions in Technical Co-ordination Sub-Committee (TCC). Agenda items can be put up directly only in the cases involving urgent matters /policy issues.
- 8.4 Member Secretary, NERPC may also put any agenda involving urgent matters / policy issue directly in consultation with Chairperson, NERPC.
- 8.5 Member Secretary RPC may convene a meeting on short notice on any urgent matter in consultation with Chairperson of the committee.

9. Effect of Non-receipt of Notice of Meeting by a Member

The non-receipt of notice by any member of NERPC or sub-committee shall not invalidate the proceeding of the meeting or any decision taken in the meeting.

10. Cancellation / re-scheduling of Meeting

If a meeting is required to be cancelled or rescheduled the same shall be intimated to the members at the earliest by telephone / fax and also posted in NERPC website immediately.

11. Periodicity of meetings

The Committee members shall meet at least once in six months as per para-11 of amended Resolution of GOI dated 29.11.2005. However, the Committee may meet to discuss any issue as and when required in consultation with Chairperson, RPC.

12. Quorum of NERPC Meeting

- 12.1 The Quorum of the meeting shall be $\frac{1}{3}$ rd of its members.
- 12.2 All decision in the -RPC shall be taken by consensus as far as possible or by majority of members present.
- 12.3 In case the votes of the members present in favour of or against any proposal are equal, the Chairperson presiding over the meeting shall have a second vote or a deciding vote.
- 12.4 The decisions / ratifications made by the Committee during the meeting with the above quorum shall be treated as final.
- 12.5 The decision of the ...RPC arrived at for Operation of the Regional Grid and Scheduling and dispatch of Electricity shall be followed by North Eastern Regional Load Dispatch Centre (NERLDC) subject to the directions or regulations of the Central Commission.
- 12.6 Only members of NERPC and not more than two representatives of his organization shall participate in the Committee meeting. Other persons may attend the meeting by invitation / permission only. However, voting rights will be available only to the Members of RPC.

13. Presiding Authority

- 13.1 The Chairperson, NERPC shall preside over the meeting of ...RPC and conduct business. The Member Secretary, NERPC shall assist the Chairperson of ...RPC in conducting the meeting. If the Chairperson is unable to be present at the meeting for any reason, other members present in the meeting shall nominate a person among themselves to preside over the meeting.
- 13.2 In the absence of Member Secretary, NERPC such of the officer as may be designated by Authority shall function as Member Secretary to assist Chairperson, NERPC.

14. Recording of the minutes

14.1 The minutes of the meeting shall be finalized and circulated to all its members by the Members Secretary, NERPC within 15 working days from the date of the Committee Meeting. The minutes shall also be posted on the website of NERPC.

14.2 The discussions during the meeting shall be Audio recorded and the record shall be kept at the secretariat of -RPC till the confirmation of the minutes. The member organization hosting the meeting shall extend all facilities for audio recording of the proceedings of the meeting.

15. Confirmation of the Minutes

Minutes of the NERPC meeting shall be placed in the next meeting for confirmation. However, in case of urgency the minutes may be confirmed by circulation.

CHAPTER III

SUB-COMMITTEES OF NERPC

16. Constitution of Sub-Committees of NERPC

16.1 Following Sub-Committees will be constituted by NERPC to guide and assist it in conducting the functions assigned to it.

- a) Technical Co-Ordination Sub-Committee (TCC)
- b) Operation Co-Ordination Sub-Committee (OCC)
- c) Commercial Sub-Committee (CC)
- d) Protection Sub-Committee (PC)
- e) System Study Sub-Committee

16.2 NERPC or Member Secretary, NERPC or any Sub-Committee may constitute task force, core group for specific purpose from among the members and external experts to advice on any specific issue.

Functions and Composition Of Sub-Committees Of RPC

17. TECHNICAL CO-ORDINATION SUB-COMMITTEE (TCC)

17.1 Functions:

17.1.1 Technical Co-ordination Sub-Committee, shall consider all issues referred by the Operation Co-Ordination Sub-Committee, Commercial Sub-Committee and Protection Sub-Committee concerning operation of regional grid, commercial aspects, inter-state / inter-regional transfer of power, grid stability etc. leading to economy and efficiency in the operation of power system in the region

17.1.2 TCC shall implement the decisions of the NERPC and also provide guidance and assist NERPC in discharge of its functions and formulation of policy matters on regional grid operation, grid security, commercial matters.

17.2 Composition Of Technical Co-ordination Sub-Committee:

17.2.1 TCC shall be represented by the Technical Members of the RPC constituents dealing with the Generation / transmission /Distribution and representative from Central Electricity Authority. The representation shall be at the level of Technical Members in State Utilities, Executive

Directors/General Manager in PSUS/ Technical Heads of Distribution company/Traders/IPPs and Chief Engineer in CEA.

17.2.2 Other than members of ...RPC constituents there shall be upto two additional representatives of DISCOM, IPPs less than 1000 MW and Electricity Traders in the TCC.

17.2.3 Chairperson, NERPC from their concerned State shall appoint the Chairperson of TCC. Chairperson, TCC shall be rotated every year from among the States in the same order as Chairperson of RPC.

17.3 Meetings:

17.3.1 TCC shall meet before the NERPC meeting and put up its recommendations to the NERPC.

17.3.2 TCC shall meet separately also as and when needed to address urgent issues or specific issues, if any, concerning the operation of regional grid, security of the grid, commercial matters and other issues.

17.3.3 The Chairperson of the TCC shall preside over the meeting. In case Chairperson is unable to be present, members present shall elect a person among themselves to preside over the meeting.

17.3.4 Member Secretary, NERPC shall assist Chairperson, TCC in conducting TCC Meeting.

19. OPERATION CO-ORDINATION SUB-COMMITTEE (OCC)

19.1 Functions:

19.1.1 Operation Co-ordination Committee(OCC) shall discuss all issues related to operation of the regional grid viz. reviewing the schedule v/s. actual generation of various power stations drawn up in the previous month, estimating the availability of power and energy from each power station and demand of each State for the current and next month, drawing up coordinated maintenance schedule for generating units and major transmission lines, reviewing operational discipline and its norms to be observed by constituents, reviewing the operation of Automatic Under-Frequency Relays, discussing system occurrences, if any, during the previous month and reviewing the status of implementation of the recommendations of the Inquiry Committees and any other matter referred by the TCC/ NERPC.

19.2 Composition Of Operation Co-Ordination Committee:

19.2.1 OCC shall be represented by the representatives of the constituent members of RPC. Other than members of RPC constituents there shall

be up to two additional representatives of DISCOM, IPPs less than 1000 MW and Electricity Traders in the OCC. The nominated representative shall be at the level of Chief Engineer and equivalent level.

- 19.2.2 Member Secretary, -RPC shall be Chairperson of the OCC and preside over the meetings. Superintending Engineer of secretariat shall be convener of the OCC.

19.3 Meetings:

The meeting will be held every month generally before 10th day of that month.

20. COMMERCIAL SUB-COMMITTEE (CC):

20.1 Functions:

- 20.1.1 Commercial Sub-Committee(CC) shall discuss all commercial related issues viz. energy accounting, schemes required for inclusion in the Bulk Power Supply Agreements, requirement of power from the new projects, installation of special energy meters and its cost sharing, etc., metering aspects, reviewing of the payments towards UI charges, treatment of transmission losses, commercial declaration of lines/substation and Generating units , commercial issues in inter-state and inter-regional exchange of power, issues concerning settlement of payments among constituents, if any, etc. and any other matter referred by the TCC/NERPC.

20.2 Composition Of Commercial Sub-Committee (CC):

- 20.2.1 Commercial sub-committee shall be represented by the representatives of the constituent members of RPC. Other than members of RPC constituents there shall be upto two additional representatives of DISCOM, IPPs less than 1000 MW and Electricity Traders in the OCC. The nominated representative shall be Commercial Heads in the member organisation.
- 20.2.2 Member Secretary, NERPC shall be Chairperson of the CC and preside over the meetings. Superintending Engineer of secretariat shall be convener of the CC.

20.3 Meetings:

- 20.3.1 The meeting will be held quarterly or as and when required to address the issues of urgent nature.

21. PROTECTION SUB-COMMITTEE (PC)

21.1 Functions:

21.1.1 Protection Sub-Committee (PC) shall discuss all power system protection related issues viz. analysis of system disturbances in the region, review of protective relaying schemes, relay co-ordination islanding schemes, automatic under frequency load shedding schemes, review of the implementation of recommendations made by the Inquiry Committee of the grid disturbance in the region concerning the above matters, etc. and any other matter referred by the TCC/ NERPC.

21.2 Composition Of Protection Sub-Committee:

21.2.1 Protection Sub-Committee shall be represented by constituent members of RPC. Other than members of RPC constituents there shall be upto two additional representatives of DISCOM, IPPs less than 1000 MW and Electricity Traders in the PC. The nominated representative shall be at the level of Chief Engineers or equivalent level and concerns with power system protection / testing in the region.

21.2.2 Member Secretary, NERPC shall be Chairperson of the PC and preside over the meetings. Superintending Engineer of secretariat shall be convener of the PC.

21.3 Meetings:

The meeting will be held quarterly or as and when required to address the issues of urgent nature.

22. System Study Sub-Committee:

22.1 Functions:

System Study Sub-Committee shall carry out following system studies:

- i) Studies for assessment of the quantum of capacitors required in the region taking into account the expected additions in the generation and transmission systems and the low voltage conditions in the system.
- ii) Studies for review of reactive compensation requirement.
- iii) Operational load flow studies, as and when required, for peak conditions off peak conditions etc.
- iv) Short-circuit studies as and when required
- v) Transient stability studies for major events like grid disturbances or other issues as and when necessary
- vi) Identification of requirement of reactors as and when required
- vii) Co-relation of protection related issues from Studies as and when required
- viii) Any other technical study referred by the -RPC/TCC.

22.2 Composition Of System Study Sub-Committee:

22.2.1 System Study Sub-Committee shall be represented by the Members of the NERPC constituents at the level of Superintending Engineer familiar with the subject.

22.2.2 Superintending Engineer of secretariat shall be convener of this Sub-Committee.

22.3 Meetings:

As and when required, as decided by the convener.

CHAPTER IV

PROCEDURE FOR CONDUCTING SUB-COMMITTEE MEETINGS OF NERPC

- 23. Conducting of Sub-Committee Meetings, issue of Notice, Agenda & its Minutes**
- 23.1 The notice for the above sub-committee meeting shall be issued at least 10-15 days before the date of meeting and agenda points one week before the meeting by the NERPC Secretariat. The minutes of the meeting shall be finalized by Member Secretary and issued by NERPC Secretariat within 15 working days of the meeting.
- 23.2 The decision of the Committee arrived at for Operation of the Regional Grid and other above functions shall be implemented by the Constituents. In case the Sub-committee recommends the matter to the TCC / NERPC, for further deliberation or decision, the same shall be referred by NERPC secretariat to TCC/ NERPC.
- 23.3 The meetings will be conducted at the place and venue preferably located in the Region to be decided by Member Secretary, NERPC.
- 23.4 Meeting may be hosted by the member organizations as decided by Member Secretary, NERPC in consultation with the members of the sub-committee. All the arrangements required for conducting the meeting shall be made by the host member organisation.

CHAPTER V

24. REPORTS BY NERPC

The following reports shall be prepared and furnished by RPC secretariat:

S. No.	Name of the report	Periodicity
1	Monthly Progress Report – North Eastern Regional Grid/ Operational Data	Monthly
2	Annual Report of NERPC	Annual

CHAPTER VI

MISCELLANEOUS

25. Saving of inherent Power of the NERPC.

25.1 Nothing in these Rules shall bar the NERPC from adopting in conformity with the Act a procedure that is at variance with provisions of these Rules, if the NERPC in view of the special circumstances of a matter or class of matters deem it necessary or expedient to deal with such a matter or class of matters.

25.2 Nothing in these Rules shall expressly or by implication, bar the NERPC to deal with any mater or exercise any power under the Act for which no Rules have been framed and NERPC may deal with such matters, and functions in a manner it thinks fit.
