



EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE :: VISAKHAPATNAM
 CIN : U40109AP2000SGC034117

Memo No.CGM/IT/APEPDCL/EE/IT/AEE-IT7/E-375372/D.No. ^{I/588416} ²¹ Dt. 05.2025

Sub: APEPDCL – IT – VSP-Advanced Metering Infrastructure Service Provider (AMISP) for Smart metering Works –“Providing Advance Metering Infrastructure and services for Smart Prepaid Meters to Distribution Companies of Andhra Pradesh”- Procedure and Instructions on replacement of Smart Meters - phase2 - Regarding.

Ref: 1. AMISP Contract dated 04.07.2023.

2.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E-/ D.No.I/553013 /24, Dt.06.09.2024 -Working instructions on Normal to Smart Meters

3.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E- 427707/ D.No.I/251 /24,Dt.29.10.2024 – Consent Forms

4.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E- 460100/ D.No.I/558663 /24,Dt.07.11.2024 --Replacement of Stuck and Burnt Meters

5.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E- 460100/ D.No.I/558834 /24,Dt.08.11.2024 - Check Meters

6.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E- 375372/ D.No.I/572813/24,Dt.21.02.2024 - Installation of Smart Meters to HT Meters

7.MemoNo.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/E- 375372/ D.No.I/572949/24,Dt.21.02.2024 -Check Measurement

8.Memo No.CGM/IT/APEPDCL/VSP/GM/IT/EE/IT/AEE-IT7/E- 469315/D.No. I/579344 Dt. 29.03.2025

In reference (8) cited above, a detailed procedure for the installation of smart meters was provided to AEE-Operations, DEE-Operations, EE-Operations, and AAO-EROs. The same has been made available at the following path for reference: www.intranet.aeasternpower.com >> Smart Meters updates >> Latest on Smart Meters >> Detail Procedure and Instructions on replacement of Smart Meters.

Further to the above, the following enhancements have been made in EPCCB to facilitate the updating of smart meter installations, and certain new processes like inspection of Nill consumption, DTR installation check measurements, CT Meter Inspections etc., have also been incorporated. In this regard, the consolidated processes implemented in the EPCCB application, along with the responsibilities assigned to AEs, DEEs, EEs, and AAOs for each process, are detailed below.

Responsibility of Asst Executive Engineers:

1. Smart Meter - Nill Consumption Inspection:

- a. As per the approved BoQ, the replacement of normal IR/Non-IR meters with smart meters is being carried out by M/s AESL. After updating the

meter changes by our field engineers, M/s AESL submits the billing data between the 1st and 5th of every month for L3 (AE) approved smart meters. Upon receipt of readings, the smart meter bills are centrally processed by the IT wing at the corporate office.

- b. If the readings received are identical to those of the previous month, the bills are processed with status '**9 – Nil Consumption**'. Since there is no physical inspection for smart meters, if nil consumption continues for two consecutive billing cycles, the meter is flagged and moved to the **Exception Module** of EPCCB for physical inspection.
- c. In physical inspection if the respective field engineer notices any abnormality like Meter Stuck, Meter Burnt, Theft, Malpractice etc., then provision is given for updating the same in EPCCB. Once updated the request will be pushed to M/s AESL for changing the meter. Procedure along with the screen shots are attached in Annexure-1.
- d. Based on the above information, shortfall will be raised centrally using the available load survey data. For example, if the same reading is reported in two consecutive billing cycles and the AE flags the meter as "stuck," the system will verify when that reading was last registered in the meter using the load survey data. From that date, the number of days will be calculated, and the shortfall units for those days will be determined accordingly. The same process will be applied in cases such as **Meter Burnt**, **Meter Not Communicating**, etc.

Responsibility of Deputy Executive Engineers and Executive Engineers:

1. Check Measurement for the Smart Meters installed to DTRs:

- a. The DTRs installed by M/s AESL will be displayed in the DTR Meter Installation approval screen in EPCCB AE login.
- e. All the approved details will be displayed to DEE-Operations and EE-Operations for check measurement of the installed smart meters to the DTRs and the materials used for that installation. Procedure along with the screen shots are attached in Annexure-1.
- b. For updating the above a screen is made available to the DEE-Operations and EE-Operations in EPCCB in which DEE's has to check measure 5% of installed smart meters and EEs has to check measure 1% of the installed smart meters.

Responsibility of DEE CT Meters:

1. Inspection of LT CT Meters on Priority:

- a. As part of the smart meter installation process, instructions were issued to the respective DEE-CT Meters to inspect all installed CT smart meters within 15 days of the installation.
- b. Till now no compliance is received regarding the inspections carried out for the installed LT CT Operated Smart Meters.

- f. Hence, the existing CT Meter Inspection Form has been modified to include a report that lists the smart meters installed. By clicking on the respective service, DEE-CT Meters can initiate the inspection process and enter the inspection results against each meter. Procedure along with the screen shots are attached in Annexure-1.

Further to the above, it is to inform you all that approval was granted for an additional quantity of 2,72,924 Nos Single Phase & Three Phase Smart Meters for installation to the Domestic consumers.

The criteria taken for selection of above quantities is 1-year average consumption of all the domestic consumers including the short fall units, back billing units, TE & MP units etc are taken and are sorted in the descending order such that all the high consumption domestic consumers will come first and from this first 272924 consumers are selected. Hence all the AEE-Operations and DEE-Operations are instructed to coordinate with the AESL team for the installation of smart meters for Domestic services sanctioned under Phase-II along with the Phase-I installations.

#Digitally Signed#

Chief General Manager/ IT
APEPDCL::VISAKHAPATNAM

To

All The Superintending Engineer/Operation/APEPDCL } To issue necessary
All The Executive Engineer/Operation/APEPDCL } instructions
All The Executive Engineer/MRT/APEPDCL }

Copy to the

Chief General Manager/O&CS/APEPDCL/ Visakhapatnam.

Chief General Manager/Finance/APEPDCL/ Visakhapatnam.

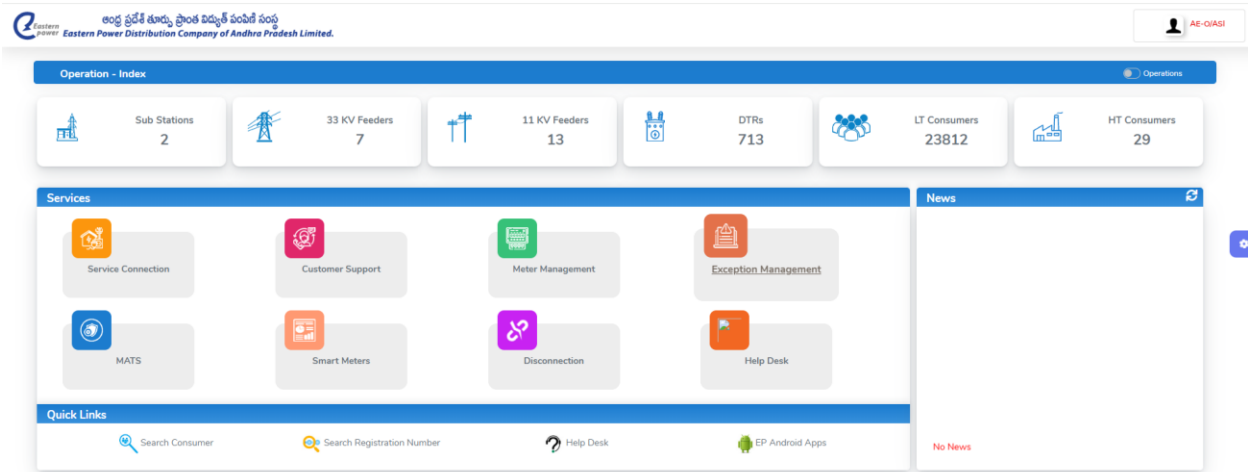
Executive Engineer/Technical/CMD Peshi/APEPDCL/Visakhapatnam.

Copy submitted to The Director (Finance & HRD)/APEPDCL/Visakhapatnam for favor of information please.

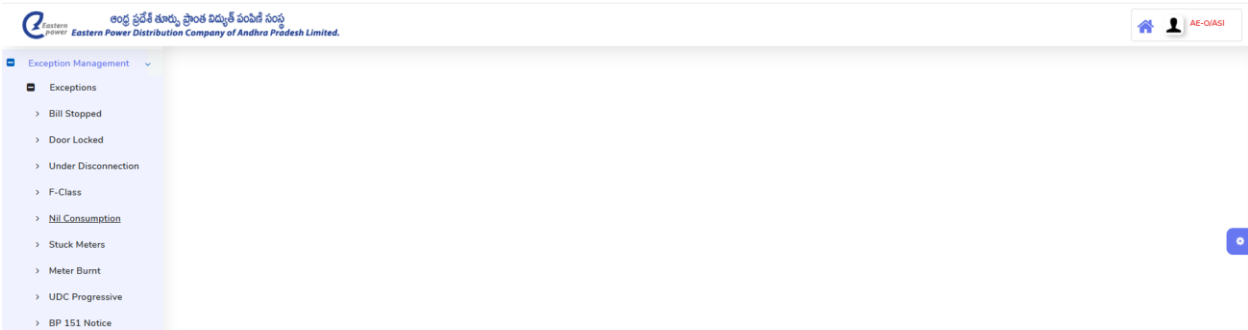
Annexure – 1

I. Nil Consumption Physical Inspection Procedure

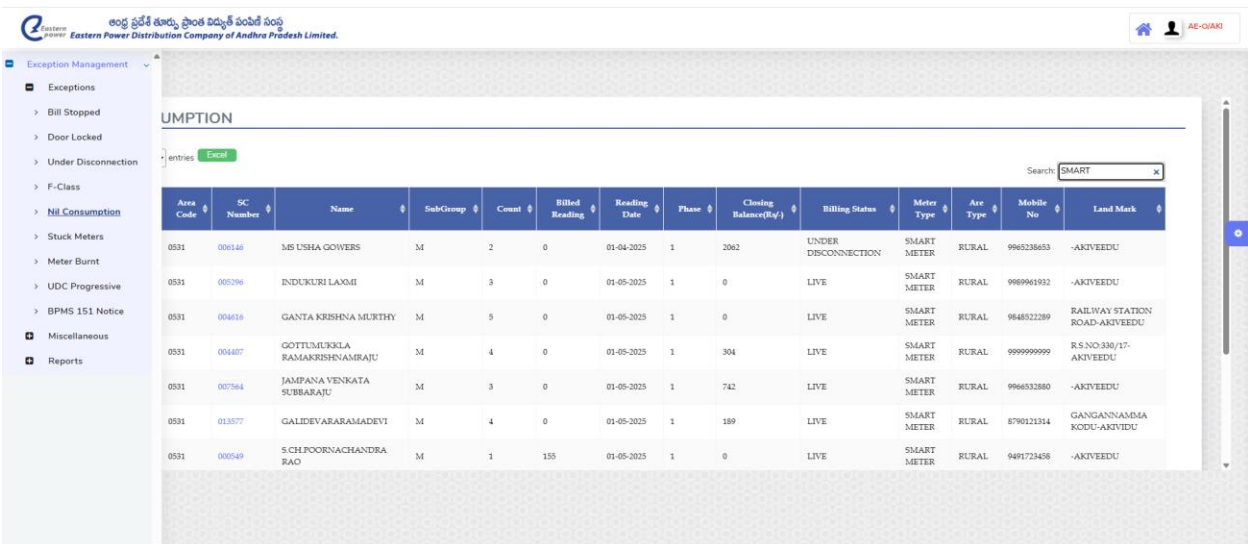
1. After logging in, click on Exception Management.



2. Under Exception Management, click on Nil Consumption.



3. By selecting the Nil Consumption, the following report will appear, along with the meter type, select smart meter.



4. Click on the service number, and the following screen appears. Select the Action taken and Attended Date, and click submit

NilConsumption Service

SCNO*	112413A035128777	Consumer Name*	GJOGULAMMA
Area Code*	A035	Count*	1
Reading Date*	07-01-2025	Attended Date*	12-05-2025
Action Taken*	Meter Stuck Sluggish Supply Not In Use Present Supply In Use Pirferage		

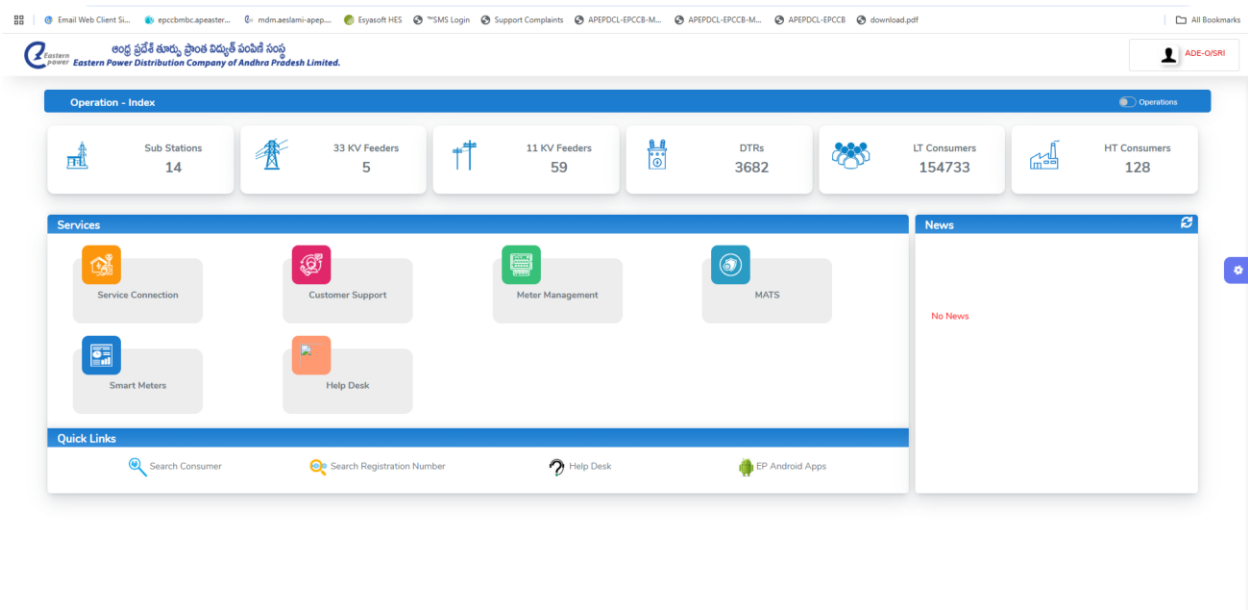
Smart Meter - Nil Consumption Service Inspection

SCNO*	1531480531005296	Consumer Name*	INDUKURI LAXMI
Area Code*	0531	Count*	3
Reading Date*	01-05-2025	Attended Date*	13-05-2025
Action Taken*	Meter Burnt		
Check Reading*	145868		

Submit

II. DTR Check Measurement Screens:

1. After logging in to the respective DyEE (5% of quantity) and EE (1% of quantity), select the Smart Meters Module



2. Smart Meters>> Smart Metering>> DTR Check Measurement. The following screen appears.

The screenshot shows the 'DTR Check Measurement Data' screen. It contains a table with the following data:

SL No.	SUB DIVISION	SECTION	TOTAL	SERVICES TO CHECK MEASURE ADE (5% OF TOTAL APPROVED)	CHECK MEASURED ADE	BALANCE CHECK MEASURE ADE	SERVICES TO CHECK MEASURE DE	CHECK MEASURE DE
1	SRIKAKULAM	ARASAYALLI	1	0	1	-1	0	0
2	SRIKAKULAM	P.N.COLONY	0	0	0	0	0	0
3	SRIKAKULAM	BALAGA	0	0	0	0	0	0
4	SRIKAKULAM	BALAGA	1	0	0	0	0	0
5	SRIKAKULAM	ARASAYALLI	0	0	0	0	0	0
TOTAL			2	0	1	-1	0	1

2. Under the DTR Check measurement data, check the details of cable type, cable length, and Sundries used. If the given quantities are wrong, then click on the EDIT button and enter the correct details as shown in the screen below and save.

Please note that whatever the quantities are, the measurements checked on this screen are admitted for billing to the Smart Meter Installation vendor, M/s AESL.



అంధ్ర ప్రదేశ్ విద్యుత్ పంపిణీ సంస్థ

Eastern Power Distribution Company of Andhra Pradesh Limited.



AE-OSRI

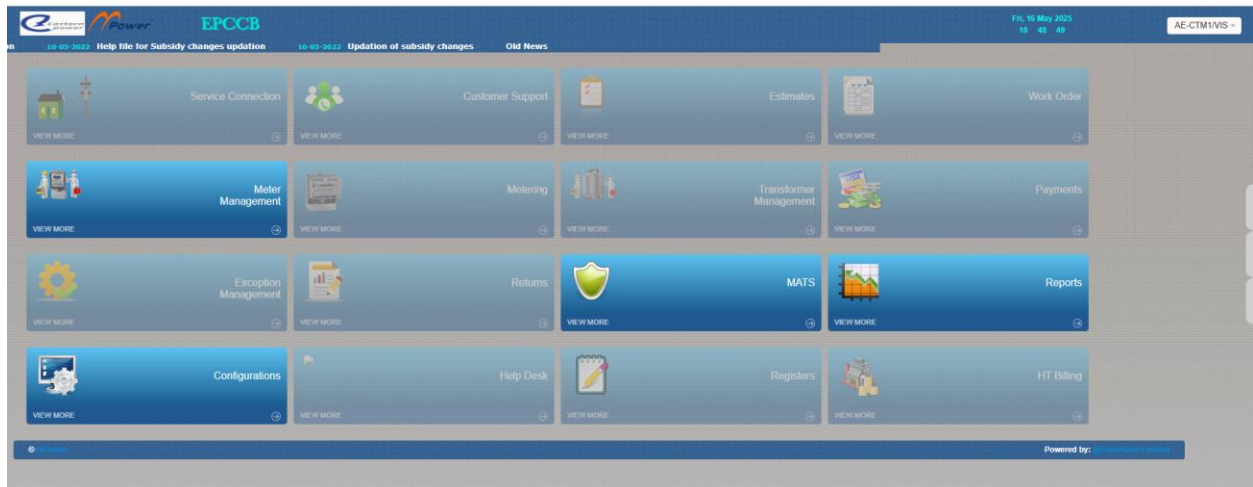
DTR Check Measurement Data

Back

SL No.	ID	STRUCTURE CODE	CAPACITY	PHASE	DTR LOCATION	CABLE TYPE	CABLE LENGTH MTS	IS SUNDRIES USED	ACTION
1	67624	011902703623	100	3	LOAD RELIEF OF 55127,AMBDEKARI	70 Sqmm	15	YES	SAVE

III. CT Meters Inspection Details:

1. After logging in, click on Meter Management.



2. Select Meter Management>> Meter Management>> CT Meter Replacement Inspection. Then the following screen appears. Select Smart Meter and click Show.



అంధ్ర ప్రదేశ్ విద్యుత్ పంపిణీ సంస్థ

Eastern Power Distribution Company of Andhra Pradesh Limited.



AE-CTM1/VS

CT Meter Replacement services

Smart Meter

Non-Smart Meter

Circle

VISAKHAPATNAM

Division

VISAKHAPATNAM ZONE-1

Sub Division

DONDAPARTHY

Section

THATCHETLA PALEM

Show

3. The following screen appears, click on the respective service number.

CT Meter Services Replacement Approval Details							
SL.No	SCNO	Area Code	Meter Number	Meter Make	Meter Capacity	Replace Date	AE Updated Date
1	233258	0000	2995821	HPL	125/5A	07-Mar-2025	11-Mar-2025
2	141000	0000	6390362	AVON	125/5A	22-Feb-2025	28-Feb-2025
3	248822	0000	5066960	LAG	200/5A	24-Apr-2025	29-Apr-2025
4	214673	0000	681560	HPL	125/5A	01-Mar-2025	04-Mar-2025
5	233256	0000	673118	HPL	125/5A	07-Mar-2025	11-Mar-2025
6	217103	0000	676564	HPL	125/5A	08-Mar-2025	11-Mar-2025
7	161554	0000	6197057	AVON	125/5A	01-Mar-2025	04-Mar-2025
8	624307	0000	681434	HPL	125/5A	28-Feb-2025	01-Mar-2025
9	217789	0000	3008243	HPL	125/5A	25-Apr-2025	03-May-2025
10	376184	0000	664419	HPL	125/5A	22-Feb-2025	28-Feb-2025
11	379076	0000	5066359	LAG	200/5A	26-Apr-2025	03-May-2025
12	379071	0000	5066782	LAG	200/5A	26-Apr-2025	30-Apr-2025
13	379642	0000	5075859	AVON	125/5A	28-Feb-2025	01-Mar-2025

4. The following screen appears, enter the inspection date and enter the mandatory field 'Is error observed', if selected 'YES', then enter the percentage of error and submit.

CT Meter Services Details	
Services Details	
Division Name: VISAKHAPATNAM ZC	Sub-division Name: DONDAPARTHY
Section Name: THATICHETLAPALEA	Sono: 233258
Area Code: 0000	Changship No: THAVCS/29809
Replacement date: 07-Mar-2025	Final Reading: 127155
Reason for Replacement: Normal to Smart Mete	
Old Meter Details	
Meter Number: 2995821	Meter Make: HPL
Meter Capacity: 125/5A	HP: 1
New Meter Details	
Meter Number: 66002500	Meter Make: SCHNEIDER
Meter Type:	Meter Capacity: 125/5
Meter Cover Seal1: SA0087485	Meter Cover Seal2: SA0087486
Meter Cover Seal3: SA0141858	Meter Cover Seal4: SA0141862
Terminal Seal1: SA0141859	Terminal Seal2:
Meter Reading Details	
KWH: 0	KVA: 0
KVAH: 0	HP: 1
Inspection Details of Old Meters	
KWH Reading:	KVA Reading:
KVAH Reading:	Inspection Date: 14-05-2025 18:51:38
Is error observed: Yes	% of Error: 45
Remarks:	
Submit	