

**EASTERN POWER DISTRIBUTION COMPANY OF A.P LTD.**  
**CORPORATE OFFICE::VISAKHAPATNAM.**

**Memo No.CMD/EPDCL/VSP/CGM/T/D.No. 295 / 2009, dated 31- 07-2009.**

Sub:- A.P.E.P.D.C.L. – wasteful expenditure in certain offices– certain instructions - reg.

Ref :- Circular Memo No.CMD/CGM/T/ADE/T/D.No.264/09,  
dtd 01.07.09.

\* \* \*

It has come to the notice of certain shocking examples of wasteful expenditure in certain circle and division offices. For example, a bill of Rs.30,029/- was claimed towards payment for photocopying charges for the month of June 2009 in Rajahmundry circle office. This translates into nearly 1 lakh pages of photo copying during that month, a surely unacceptable figure for even the entire circle with its divisions, leave alone a circle office.

Unit heads have already been requested to cut down on the wasteful expenditure as intimated vide circular issued earlier. Any failure on this regard shall be dealt with very seriously and disciplinary action shall be initiated against them, besides recovering the full amount so wasted.

Henceforth, there shall be at the most one copy of printed material (printed back-to-back) for any review meeting at any level. If multiple copies of printed material are found, the expenditure incurred in the printouts shall be recovered in the unit head @ 1/- per page. This shall apply to all meetings at the level of Corporate Office, Circle, Division and lower offices.

Sd/- N.Gulzar  
Chairman & Managing Director,  
A.P.E.P.D.C.L., Visakhapatnam.

To  
All Superintending Engineers/  
All Divisional Engineers/

Copy to  
All Directors / APEPDCL  
All Chief General Managers./APEPDCL