

**Checklist of essential documents / materials to be enclosed in case of application seeking statutory approval for energizing different type of installations / equipments are given below:**

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**For Sub-Station**

- (A) Only dry-type of transformers shall be used for installations inside the residential & commercial buildings.
- (B) Oil filled transformers installed indoors other than in residential or commercial buildings are to be placed at the ground floor or not below the first basement.
1. Duly filled and signed Form No.CEIA-Tech-1;
  2. Single line diagram of the installation showing supply & load side;
  3. Front & Plan view and equipment layout diagrams with dimensions and clearance from nearby structures/buildings;
  4. A sketch showing earthing system;
  5. Original copy of Treasury Challan towards applicable Inspection Fee.
  6. In case of consumers installation, the following additional documents are to be furnished:
    - (a) Copy of load sanction letter;
    - (b) A copy of permission/ NOC for construction of the building / installation and approved drawing from Municipal / Development / Appropriate local Authority;
    - (c) Copy of “No Objection” or otherwise permission from appropriate owner of the land/ premises, in case the applicant is not the owner;
    - (d) Manufacturer’s test certificate of the Transformer, Circuit Breaker & other prime equipments;
    - (e) A detail load schedule of the connected load and test report of the internal electrical installation including earth system with due seal and signature of contractor /authorized person(s) and countersigned by the consumer / owner / occupier or its agent;
    - (f) Electrical lay out drawings that show the appropriate ratings / types / sizes of all electrical Generators, equipments, accessories etc. in the single line diagram and dimensions/ clearances etc. in the physical layout plan & in the details of earthing layout plan including panels;
    - (g) Copy of Provisional Estimate.

**For multi-storied High Rise Building of height exceeding 15 metres**

1. Duly filled and signed Form No.CEIA-Tech-4;
2. Electrical lay out drawings that show the appropriate rating / type / size(s) of all electrical Generators, equipments, accessories, etc. in the single line diagram and dimensions / clearances etc. in the physical layout plan & in the details of earthing layout plan including panels, Lightning arrester;
3. A details load schedule of the connected load and test report of the internal electrical installation including earth system with due seal and signature of contractor /authorized person(s) and countersigned by the consumer / owner / occupier or its agent;
4. A copy of permission/ NOC for construction of the building along with approved drawing from Municipal / Development / Appropriate local Authority;
5. Original copy of Treasury Challan towards applicable Inspection Fee.

**For Overhead Line (11 KV/ 33 KV / 132 KV and above)**

1. Duly filled and signed Form No.CEIA-Tech-2;
2. Details of earthing;
3. Sketch showing details of different type of supports used in the overhead line;
4. A sketch of guards provided with dimensions, size of wires along with vertical & horizontal clearances;
5. A sketch showing alignment of line indicating positions of sub-stations, supports, CT, PT, circuit breaker, isolator, fuses, gangs, earthing & also roads, rivers and prominent structures along with clearances both vertical & horizontal;
6. Copy of Approval of the state government under section 68 of Electricity Act, 2003, in case of overhead line of operating voltage exceeding 11KV;
7. Route map of the overhead line, showing alignment of nearby overhead line, if any, with clearances both vertical and horizontal;
8. Copy of “No Objection” or otherwise permission from appropriate owner of the land/ premises, in case the applicant is not the owner of any such land/ premises or part thereof that is crossed by the overhead line;
9. Copy of Provisional Estimate;
10. Copy of PTCC clearance, if the line is in proximity or crosses telecommunication line;
11. Original copy of Treasury Challan towards applicable Inspection Fee.

**For Cable**

1. Duly filled and signed Form No.CEIA-Tech-3;
2. Route map of the cable along with sketch of cable laying system with dimensions;
3. Original copy of Treasury Challan towards applicable Inspection Fee.

**For Generating set**

1. Duly filled and signed Form No.CEIA-Tech-5;
2. Copy of “No Objection” or otherwise permission from appropriate owner of the land/ premises, in case the applicant is not the owner;
3. Electrical lay out drawings that show the appropriate rating/type/size of all electrical Generators, equipments, accessories, panels etc. including changeover switch/interlocking arrangement in the single line diagram and dimensions / clearances etc. in the physical layout plan & in the details of earthing layout plan;
4. Manufacturer’s test certificate of both alternator and engine;
5. Structural fitness certificate of the building from the Municipal / Development / Appropriate local Authority and from the Structural Engineer who designed the building structure, if the Generating set is installed at any floor above ground floor of the building;
6. NOC from the State Fire Service if the Generating set is installed at the top of the building;
7. Copy of purchase document of Generating set;
8. Original copy of Treasury Challan towards applicable Inspection Fee.

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