

CONSUMER SERVICE FLOW CHART NEW CONNECTION HT

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| STEP 1 | Obtain Application Form at concerned DISCOM offices OR Download through website by Applicant |
| STEP 2 | Submit Application Form with Required Documents at Corresponding Division/Circle/Corporate upto 4000 kva and Corporate above 4000kva OR Submit through Online alongwith documents upload by Applicant |
| STEP 3 | Payment of Registration charges at offices OR Payment through Online by Applicant |
| STEP 4 | Site Survey by Division |
| STEP 5 | Estimate Issuance by Approving office/Division - Timeline for HT-within 15 days & for EHT- within 30 days |
| STEP 6 | Make Payment as per Estimate OR Payment through Online by Applicant |
| STEP 7 | Execution of Agreement by Applicant |
| STEP 8 | Execution of Work by Division |
| STEP 9 | Issue of Release Order by Approving office/Division |
| STEP 10 | Submit Test Report of authorized Electrical Contractor by Applicant |
| STEP 11 | Release of Connection by Division - Timeline for HT- within 10 days for only CTPT replacement, 30 days for only tapping & 45 days for other modification in network & for EHT- within 180 days from Date of estimate payment & on completion of related consumers & departmental work |
| STEP 12 | Bill Issuance by Division |