

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

In order to, create a sense of healthy competition and enhance the motivation levels of section officers, it is decided to grade them into A, B and C based on their overall performance. These gradings have been done based on the following parameters.

- (1) EP-IMRS review
- (2) Compliance with Loss Reduction targets
- (3) Minimizing feeder interruptions
- (4) Minimizing DTR failures
- (5) Release of services within time
- (6) Operation of D'list, and demand and arrears collection
- (7) Wiping out additional load, TE/MP and UDC balances
- (8) Assessment of the hardwork, sincerity and honesty of the section officer by his / her superior.

The categorization shall be as follows.

1. Category A – represents good performing section officers, whose present level of performance should be sustained. However, they shall be reviewed on their efforts to improve performance and retention in A category is dependent on improved performance.
2. Category B – These section officers should improve performance considerably, since they are not working to full potential. They risk slipping into C if their performance stagnates and does not improve. They can move to A category if they improve their performance.
3. Category C – The performance and conduct of these section officers is deeply unsatisfactory. They require much more hard work, sincerity, honesty and understanding of their subject. Their poor performance is adversely affecting the performance of the company itself.

The categorization is dynamic and section officers may move from one category to another category at regular intervals. Further, any C category section officer, who at any time, feels that his / her performance output is better than what is reflected in the enclosed list may approach Director (Operation) with justification and can get his / her ratings changed if found correct.

The A category section officers will not be called for routine reviews and will be permitted to do their work without continuous monitoring. The Superintending Engineers and Divisional Engineers are also requested to exercise restraint in calling them for meetings. However, this also means a much greater level of responsibility on themselves to monitor their own activities and to constantly improve their performance. This is to ensure that they do not betray the faith reposed in them by the management.

Sd/- N.Gulzar  
Chairman & Managing Director,  
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