



Faisalabad Electric Supply Company

TEL # 041-9220184
FAX # 041-9220233
E.Mail: fescoghq@fesco.com.pk
Web: <http://fesco.com.pk>
No 20023 / MCO


OFFICE OF THE,
CHIEF EXECUTIVE OFFICER FESCO,
CANAL ROAD ABDULLAHPUR,
FAISALABAD.

Dated 29-1-08

All Assistant Manager (C.S),
Under FESCO Faisalabad.

Subject: METER CHANGE ORDER (MCO) S.O.P

1. CEO FESCO has taken a very serious view of abnormally increasing trend of Meter Replacement other than CP-90. He has the perception that healthy meters are being replaced by Line Staff.
2. In order to curtail this practice, CEO FESCO has ordered that Assistant Manager (CS) will only process the MCOs received against the following categories;
 - a. MCO of CP-90 Meters.
 - b. MCO of Burnt Meters where Cost has been paid by consumer. Copy of paid DN must be attached with MCO.
 - c. MCO of Meters Burnt Due to Rain.
 - d. MCO of Meter where detection bill has been charged. Proof must be attached with MCO.
 - e. MCO of Meter stolen from site. Copy of FIR or paid DN must be attached.
3. You are hereby directed that no MCO be processed by your office other than the above mentioned categories. This policy of MCO is applicable to Single phase and Three phase non CT meters only. All such MCOs must be signed by Assistant Manager (Operation).
4. The AM (O) or Dy. Manager (Operation) must write specifically a letter to Assistant Manager (CS) if any meter is changed in the categories as mentioned in para 2 (b,c,d,e) highlighting the reason for replacement of meter alongwith the copy of the MCO.
5. Compliance of these orders be made in true letter and spirit and monthly report be initiated to the undersigned specifically.


Syed Niaz Hussain Naqvi
CS Director
FESCO Faisalabad

Copy to:-

1. All Managers (Operations), they are directed to convey these instructions to all Assistant Managers (CS), Assistant Managers (Operation) and Dy Managers (Operation) under their control. Furthermore, they are directed to shift all dismantled meters from Operation to Technical Service for checking.
2. Manager (TS) FESCO, Faisalabad. He is directed to obtain the meters replacement data from Manager (MM) to pursue the meters receipt and checking. He must send a periodical checking report.
3. Manager (CS) for implementation, compliance, and monitoring.
4. PA to CEO FESCO for information of CEO FESCO.



FAISALABAD ELECTRIC SUPPLY COMPANY

FESCO

PHONE # 041-9220576

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E-Mail: fesco@fesco.com.pk

Website: www.fesco.com.pk

OFFICE OF THE
CHIEF EXECUTIVE OFFICER
FESCO FAISALABAD

NO. 10901/MCO

Dated 25 / October, 2008

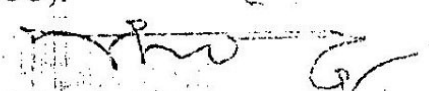
Assistant Manager (CS),
Under FESCO Faisalabad

Subject: METER CHANGE ORDER (MCO) SOP

Reference:- In continuation to this office letter No. 20023/MCO dated 24.01.2008.

The following amendments regarding replacement of meters are hereby incorporated in addition to conditions already laid down under quoted reference:-

- a) MCO of meter against FRO for burnt meter due to rain (Without cost but FRO be attached with MCO).
- b) MCO against a stolen meter when FIR registered (Without cost, attach copy of FIR with MCO).
- c) MCO meter where meter has been damaged by some cause other than consumer's fault if installed outside consumer premises (Without cost).
- d) MCO of old type/leakyish meters (Without cost)
- e) MCO of meter against A.C. premises which needs immediate replacement (With cost and reasons of change be recorded on MCO).
- f) MCO of meter when meter declared stolen by consumer but intentionally misplaced by him (With cost).
- g) MCO of meter where wire loose of P.C. meter found damaged (With cost).
- h) MCO of meter where detection bill has been charged or in process (With cost proof must be attached with MCO).


SYED NIAZ HUSSAIN NAQVI
JRF ENGINEER/C.S. DIRECTOR
FESCO FAISALABAD

Copy to:-

- 1) All Managers (Operation) under FESCO Faisalabad. They are directed to disseminate these instructions to all Assistant Managers (CS), Assistant Managers (Operation) and Dy. Managers (Operation) under their control for compliance in true letter & spirit.
- 2) Manager (Technical Services) FESCO. He is directed to return the meter declared defective/condemn by M&T to Regional Store.
- 3) Master File (P.A. CSD).



FESCO

FAISALABAD ELECTRIC SUPPLY COMPANY

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FAX No. 140

OFFICE OF THE
CHIEF EXECUTIVE OFFICER
FESCO FAISALABAD

NO. 11628 / MCO

Dated 31 / October, 2008

All Assistant Managers (CS),
Under FESCO Faisalabad

Subject: **METER CHANGE ORDER (MCO).** *166*

Reference:- In continuation to this office Fax /letter No. 132/10901/MCO both dated 25.10.2008.

After detailed discussion with Manager/Dy. Managers (Technical Services) as well as with Field Officers of Operation Wing, the following amendments regarding replacement of meters are hereby incorporated in addition to conditions already laid down under above quoted reference:-

- a) All Assistant Managers (Operation) will shift their replaced defective meters to concerned Dy. Manager (Technical Services) upto 10th of each month.
- b) Instead of Technical Services staff, the Assistant Managers (Operation) while unloading the defective meters in respective Technical Services Division, will load the meters of his Sub Division (Already shifted to M&T, in previous month) declared defective /condemn by M&T and shift to Regional concerned Store of FESCO.

R.K
Pl. Fax
It to all
M.T. copy
Return me
A. 31/10/08

[Signature]
30/10/08
SYED NIAZ HUSSAIN NAQVI
CHIEF ENGINEER/C.S. DIRECTOR

[Signature]
30/10/08
FESCO FAISALABAD

Copy to:-

- 1) All Mangers (Operation) under FESCO Faisalabad. They are directed to disseminate these instructions to all Assistant Managers (CS), Assistant Managers (Operation) and Dy. Managers (Operation) under their control for compliance in true letter & spirit.



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**FAISALABAD ELECTRIC SUPPLY COMPANY
(WAPDA)**

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Office Of The
Chief Executive Officer
FESCO (WAPDA) Faisalabad

No. 12470 /CEX./M(CS)/DMCI m c o

Dated: 13/11/2008

**ALL ASSTT:MANAGER (C.S),
UNDER FESCO, FAISALABAD.**

SUBJECT:- METER CHANGE ORDER (MCO).

C 3-43, 182/

Ref:- This office Memo No.20023/MCO dated 24.01.2008.

Attached

The following modifications regarding replacement of meters is hereby incorporated in addition to conditions already laid down under quoted reference.

- See op-43.
11/11/08
- MCO of meter where wire loose / strip of P.C. meter found damaged (with cost).
 - MCO of meter against FRO for rain burnt meter (without cost).
 - MCO of meter where detection bill has been charged or in process (proof must be attached with MCO).
 - MCO of meter of old type /Sluggish meters (Without cost).
 - MCO of faulty meter against A.C. premises which needs immediate replacement (With justification /Cost).
 - MCO of meter whereas meter has been broken by any reason other than consumer's fault either installed inside or outside (With out cost).

12/11/08
(SYED NIAZ HUSSAIN NAQVI)
CHIEF ENGR./C.S. DIRECTOR
FESCO FAISALABAD

C.C. TO:-

1. All Managers (OP) they are directed to circulate these instructions to all Assistant Managers (CS), Assistant Managers (OP) and Dy: Managers (OP) under their control for compliance in true letter & spirit.

2. Manager (TS) FESCO, Faisalabad. He is directed to re-use the dismantled meters, found O.K. (feasible for recording of correct reading) at site during carrying out checking in M&T Lab and meters declared defective/condemn be returned by M&T to Regional Store.

3. Master File. P A (C S D)