

Indian Institute of Technology Kanpur
Office of Infrastructure & Planning

DOIP/IITK/2022/OO-20-09-01

Date: 20/09/2022

Office Order

Subject: Regarding Shutdowns of Substations/AC plants

- ✓ Every shutdown of substations/ AC plants must be followed by a detailed report addressing the reasons for the shutdown, preventive maintenance /action taken up during the period and the immediate/ phase-wise requirement for rectifying the issues if any
- ✓ It must be submitted to the DOIP office within a week of the shutdown and approval of any 101 related to these shut downs will be based on these reports.
- ✓ All bills related to the AMC of AC plants/ substations must be accompanied by the reports (monthly/biannually/annually) based on the service scope /checklist as agreed in contracts.

This Office Order is issued with the approval of the Competent Authority and this is for the necessary information to all concerned.



Dean, Infrastructure and Planning

Copy to:

1. Director
2. Dy. Director
3. SE, IWD
4. EE, (Electrical & AC)