

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**LABOUR DEPARTMENT**  
**ELECTRICAL INSPECTORATE**  
**5, SHAM NATH MARG, DELHI-110054**

ED4 (Misc. 18)/Lab-EI/2022/249-256

Dated: 19/07/22

ORDER

In pursuance of the circular no. 2-36 dated 03/06/2022 received from the office of the Secretary (Administrative Reforms), GNCTD regarding preparation of Department's manual and conducting detailed internal exercise while keeping in view ease of doing business and ease of living and for the purpose of further streamlining the functioning of Electrical Inspectorate as well as for quick disposal of work, the duties and responsibilities attached to the Officers/Officials in the Electrical Inspectorate, Labour Department has been detailed herein under: -

<u>S. No.</u>	<u>Designation</u>	<u>Charter of Duties</u>
1.	Electrical Inspector	<ol style="list-style-type: none"><li>1. Inspection of Electrical Installation under Regulations 30, 32 and 43 of the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2010.</li><li>2. Inspection of Electrical Installation of Cinema for grant or renewal of license under the Delhi Cinematograph Rules, 2008.</li><li>3. Approval (as and when required) of the Electrical Installation inspected by the concerned District DEI/AEI under the provision of the Regulations for Licensing &amp; Controlling Places of Public Amusement (other than Cinemas) &amp; Performances for Public Amusement, 1980.</li><li>4. Dealing with court matters and filing replies as and when required.</li><li>5. Dealing with the matters of NHRC and DERC.</li><li>6. Dealing with the matters of the Central Electricity Authority and Bureau of Indian Standards.</li><li>7. Dealing with the matters related to the Inspectorate of other State Governments and Central Government.</li><li>8. Dealing with the matters related to the Electrical Inspectorate in connection with Lok Sabha/ Rajya Sabha/Vidhan Sabha Questions.</li><li>9. Approval (as and when required) of the technical inspection reports prepared by the concerned DEI/AEI into the Accidents matters.</li></ol>



		<p>10. Approval in the matters of periodical inspection of cinemas.</p> <p>11. To function as Appellate Authority in the matters of the Electrical Contractor License and Certificate of Competency as per the provisions of the conditions framed under Regulations 29 of the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2010.</p> <p>12. Supervision of the working of the concerned Districts.</p> <p>13. Any other duty attached to the post of Electrical Inspector and any other work assigned from time to time.</p>
2.	Deputy Electrical Inspector	<p>1. Supervision of the working of the concerned District.</p> <p>2. Inspections of Electrical Installations of Cinemas where license has been granted by the Licensing Authority.</p> <p>3. To assist the Electrical Inspector in the various matters.</p> <p>4. To guide the concerned district AEI in preparing detailed inspection report in the matters of Accidents before sending the final technical inspection report to the concerned authority and also to carry out the inspections into the matters of Electrical/Lifts accidents as and when required.</p> <p>5. To assist the Electrical Inspector in court matters.</p> <p>6. To function as Enquiry Officer in the matters of the Electrical Contractor License and Certificate of Competency as per the provisions of the conditions framed under Regulations 29 of the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2010.</p> <p>7. Any other duty attached to the post of Dy. Electrical Inspector and any other work assigned from time to time.</p>
3.	Assistant Electrical Inspector	<p>1. To function as Inspector of lifts.</p> <p>2. To Deal with the matters of erection permission of the lifts.</p> <p>3. Inspection of lift installations in matters to grant of lift license and into the matter of lift accident cases.</p> <p>4. Inspection related to Electrical Installations of amusement places under the Regulations for Licensing &amp; Controlling Places of Public Amusement (other than Cinemas) &amp; Performances for Public Amusement, 1980.</p> <p>5. Inspections of Electrical Installations of Cinemas where license has been granted by the Licensing Authority</p>

