

**File No.22/8/2015-Adm/APTEL**  
**APPELLATE TRIBUNAL FOR ELECTRICITY**  
**Ministry of Power**  
**Core-4, 7<sup>th</sup> Floor, SCOPE Complex, Lodhi Road, New Delhi-110 003**

Dated the 18<sup>th</sup> December, 2019

**OFFICE MEMORANDUM**

Hon'ble Chairperson, Appellate Tribunal for Electricity is pleased to re-constitute the Public Grievance Cell comprising the following officers to redress the grievances by way of complaints received from the public :-

- |       |                                    |   |                  |
|-------|------------------------------------|---|------------------|
| (i)   | Shri Sachin Sangwan, Dy. Registrar | - | Head of the Cell |
| (ii)  | Shri Kapil Kr. Sharma, AAO         | - | Member           |
| (iii) | Ms. Janki Sharma, PS               | - | Member           |

2. The Public Grievance Cell shall, on receipt of the complaints, collect relevant papers documents and other materials and after verifying the details, shall forward the same to the Registrar with its report as to whether any action is required to be taken on the complaint or the same is simply to be "Closed". The Registrar shall then go through the file/report of the Committee, offer her comments and submit the file before the Hon'ble Chairperson for appropriate order. The decision of the Hon'ble Chairperson in this regard shall be final.

  
( **Ajay Kumar** )  
Director (Admn.)

Copy to :-

1. Director (R&R), Ministry of Power, Sharam Shakti Bhawan, New Delhi.
2. Shri Sachin Sangwan, Dy. Registrar, Head of the Grievance Cell)
3. Shri Kapil Kr. Sharma, AAO, (Member of the Grievance Cell)
4. Ms. Janki Sharma, PS(Member of the Grievance Cell)
5. Guard File