KONDUKTOR® EMS

HT electricity bill checklist

Check each line against your own meter and your tariff order, every month. A mistake you do not catch stays paid.

Bill month _____ Consumer number _____ Checked by _____

Before you start

- [ ] The reading dates on the bill are the dates you use for your own meter.
- [ ] The bill is on an actual reading, not average, provisional or assessed.
- [ ] The multiplying factor on the bill matches your CT and PT ratios.
- [ ] The tariff category and supply voltage are right for your connection.
- [ ] The Contract Demand on the bill matches your sanction letter.

Line by line

Bill line	What to check	On bill	Your figure	OK
Energy units	(Closing reading − opening reading) × multiplying factor, in the unit you are billed on: kWh or kVAh.			
TOD zone units	Zone units add up to the total. Zone hours, surcharge and rebate match your tariff order.			
Maximum Demand	The highest demand your own meter shows for the same dates. Note the date and time.			
Billing demand	The higher of recorded MD and the minimum share of Contract Demand in your tariff order.			
Excess demand	Charged only on the kVA above Contract Demand, at the rate your tariff order sets.			
Demand charge	Billing demand × rate per kVA or kW.			
Energy charge	Billed units × rate, zone by zone or slab by slab.			
Power factor	kWh ÷ kVAh for the same dates. Penalty or incentive follows the limit in your tariff order.			
Solar export	Export units, banking and set-off, if you have net metering or open access.			
Electricity duty	Right percentage on the right base. Any exemption you hold has been applied.			
Arrears and adjustments	Each amount traces to an earlier bill or a letter. Last month's payment is credited.			
Late payment surcharge	Charged only if you paid after the due date, and on the right amount.			

Four sums worth knowing

Multiplying factor	CT 50/5 × PT 11,000/110 = 10 × 100	**1,000**
Units from readings	(3,120 − 3,000) × 1,000	**1,20,000 kWh**
Power factor	1,20,000 kWh ÷ 1,24,000 kVAh	**0.968**
What that PF costs on kVAh billing	(1,24,000 − 1,20,000) × ₹7.10	**₹28,400**

Illustrative figures. Use your own readings, ratios and rate. If the meter already has a ratio programmed in, the factor on the bill will be smaller.

If a number does not match

1. **Work it out again on the same dates.**
   A gap can be as simple as different reading dates or a wrong multiplying factor. Check these first.
2. **Write to your DISCOM sub-division.**
   Attach the bill, your figure and your working, and keep the acknowledgement. If the readings themselves look wrong, ask for a meter test in writing.
3. **Do not simply stop paying.**
   Section 56 of the Electricity Act, 2003 protects your supply while a dispute is pending if you deposit under protest the lower of the amount claimed and your six-month average charge.
4. **Go to the forum if it stays unresolved.**
   File with your DISCOM's Consumer Grievance Redressal Forum (CGRF). The next step is the Electricity Ombudsman. Both are set up under Section 42 of the Act.

Keep a record, every month

- [ ] kWh, kVAh, MD on the bill, MD on your own meter and the time it happened.
- [ ] Power factor, every penalty line and the total paid.
- [ ] A copy of each bill, with your working and any letters to the DISCOM.

Our free log sheet does the sums and flags what to check: konduktor.in/electricity-bill-check-meter

Stuck on a line?

Send us your bill for a free check: **konduktor.in/bill-check**
PDF or photo, any DISCOM, report in 2 working days.
WhatsApp +91 93541 99629 · contact@konduktor.in