

## JOB DESCRIPTION

<b>Position Title</b>	Asset Lead (Transmission)
<b>Superior Position Title</b>	Head – Operations (Transmission)
<b>Company</b>	Satpura Transco Private Limited
<b>Department</b>	Operations (Transmission)
<b>Location</b>	Imphal/ Manipur

### 1. JOB PURPOSE

**Business Context:** Apraava Energy is a diversified power company, jointly owned by the CLP Group - one of the largest investor-owned power businesses in Asia and Caissede dépôt placement du Québec (CDPQ) - a global investment group.

Our portfolio comprises 3,150 MW of installed capacity which includes 924 MW of wind and 250 MW of solar energy projects across seven states, a 1320 MW coal-fired super critical power plant and two power transmission assets. We forayed into Advanced Metering Infrastructure (AMI) by winning the first project in Assam to install smart meters in 693,077 households.

The name Apraava Energy has been derived from the Sanskrit language and is an amalgamation of four elements: Agni (Fire), Prithvi (Earth), Ambu (Water) and Vayu (Wind).

Apraava Energy was one of the first company to identify the potential of renewable energy in India. The company entered this space by building its first wind farm in 2009. Since then, Apraava Energy has gradually grown its wind energy portfolio and is now spread across six states generating nearly 1,000 MW and another 250 MW of committed capacity. Wind energy has been an integral part of Apraava Energy's business strategy. It is expected to continue making a vital contribution not only to Apraava Energy's growth plans for India but also to its commitment towards reducing its CO2 emissions.

Apraava Energy forayed into solar power generation with a 100 MW plant in 2016 through a joint venture in Veltoor, Telangana. Apraava Energy acquired two more solar plants in 2018. In 2020, Apraava Energy increased the size of its solar energy portfolio by more than 70% by entering into an agreement to acquire three of its solar projects. The latest addition to Apraava's solar portfolio was a 250 MW solar farm in Dedasari, Rajasthan in 2021.

In line with Apraava Energy's vision of investing in a low-carbon and clean energy portfolio, Apraava Energy marked its entry into the power transmission sector in 2019 with the acquisition of 240 km transmission line. With this, Apraava Energy has broadened its portfolio to straddle two out of the three main segments in India's power value chain. In December 2021 Apraava Energy acquired a 254 km Transmission line from Kalpataru-Mariani Transmission Limited passing through 3 states in North- East India i.e. Manipur, Nagaland and Assam.

The company has also built a 1,320 MW supercritical coal-fired power plant in Jhajjar, Haryana. The Jhajjar Power Plant has been commercially operational since mid-2012. It is one of the first few power plants in India to operationalize the Flue Gas Desulphurization (FGD) unit which helps reduce ~ 85% of SO2 emissions. The plant has also won the Frost & Sullivan and TERI Jury Special Mention Award in 2019 for reducing its specific water consumption to 2.11 m<sup>3</sup>/ MWh against a statutory limit of 3.5 m<sup>3</sup>/ MWh.

The Organization is engaged in Greenfield development of Power Generation/Transmission assets as well as their Acquisition. The business objectives in either case can be met only if the asset performs to the business assumptions. Engineering plays a key role in translating that business assumptions into engineering designs which can make sure that business objectives are met sustainably.

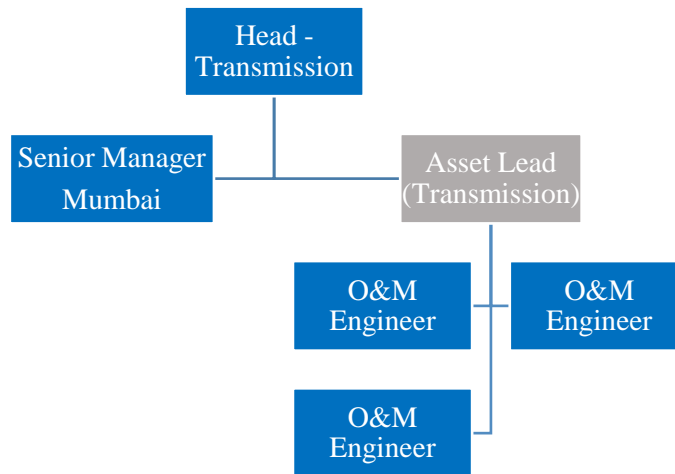
The organization is further diversifying into Power distribution business including Advanced Metering business. This would uniquely position organization’s presence across the entire power sector value chain.

Operations (Transmission) department at Apraava Energy shall be responsible for both strategic (O&M strategy, regulatory, cost management & budgeting) and operational (contract administration, execution of O&M activities, etc.) activities. Spread across various states in the country, major challenges include ensuring targeted availability, operate within allotted budget and ensuring compliance of all regulatory & bilateral agreements.

**Job Purpose:**

The position exists to monitor, drive and maintain performance of single/multiple transmission assets in accordance with the Transmission Service Agreement and O&M schedule, prepare O&M schedule and verify asset performance and provide the corporate team with all commercial, regulatory and administration support.

**2. ORGANISATIONAL CHART**



**3. PRINCIPAL ACCOUNTABILITIES**

Accountabilities	Major Activities
Maintenance Management, Corrective Maintenance (CM) and Breakdown Maintenance, Condition Monitoring	<ul style="list-style-type: none"> <li>▪ Develop PM strategy based on OEM recommendation, site experience, TSA/OTR requirement and site conditions.</li> <li>▪ Develop schedule as per PM strategy and estimate resource like material, manpower, tools, service etc.</li> <li>▪ Review site performance reports and suggest improvement plan to enhance performance standards.</li> <li>▪ Respond to site requirement for resource mobilization in event of major corrective maintenance/unscheduled defects.</li> <li>▪ Assist site team to conduct root cause analysis of defect and rectify same.</li> <li>▪ Participate in incident investigation, develop, and evaluate alternatives where resources are not available to rectify the defect.</li> <li>▪ Monitor maintenance history with full details in ERP and provide information update to supervisor for critical defects.</li> <li>▪ Device a plan for condition monitoring of the equipment depending upon OEM’s recommendation, failure history, industry best practice, site conditions etc.</li> <li>▪ Support site team in analysis of condition monitoring test results and provide guidance.</li> <li>▪ Instruct to prepare proper system to trend equipment health on dashboard features for easy access to critical information.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Explore improved methods in condition monitoring field and implement same if applicable.</li> <li>▪ The main objective is to optimize preventive maintenance effort and reduce unscheduled outages, maintain health of equipment.</li> </ul>
Maintenance cost management	<ul style="list-style-type: none"> <li>▪ Prepare operating and capital expense plan for approval of supervisor.</li> <li>▪ Analyze and track expenses. Provide information, reasons for deviations if any with suggestion to supervisor.</li> <li>▪ The main objective is to control functional expenses as planned.</li> </ul>
Operation Management	<ul style="list-style-type: none"> <li>▪ Form operation team and allocate responsibility as per Apraava Energy standard and maintain consistency across assets. Provide guidance to site operation team for any issue reported to manager,</li> <li>▪ Prepare training module and assist site team for enforcement of Apraava Energy safety rule and permit-to-work system and ensure that all permits /isolations are carried out in accordance with laid down procedure only.</li> <li>▪ Establish LOTO system, prepare and implement procedure for EHV switching, Grid co-ordination to ensure 100% safety from system.</li> <li>▪ Prepare emergency crisis plan and embarked critical support system to help site team to deal with any emergency/ crisis situations.</li> <li>▪ Outage management and co-ordination with authority. Attending Operational co-ordination committee meeting.</li> <li>▪ Implement Apraava Energy HSSE standard and practice fully at site and trained sub-ordinate to imbibe safety culture.</li> </ul>
Material Management	<ul style="list-style-type: none"> <li>▪ Instruct team members for inventory reviews. Guide for procurement criteria. Review procurement quantities in line with criteria.</li> <li>▪ Review and recommended procurement /service request (technical as well as commercial) at first level. Experience of ORACLE and CMAM system shall be required.</li> <li>▪ Prepare and track business procurement plan with commercial team to ensure availability of material/ service at right time.</li> <li>▪ Monitor for transparency of purchase actions by subordinates. Plan and discuss options and get approval of supervisor for various procurement criteria for efficient, economical and reliable procurement actions.</li> <li>▪ Ultimate objective is to have minimum defects pending due to material and achieve economy, efficiency and reliability in procurement actions.</li> </ul>
Change Management and Process documentation	<ul style="list-style-type: none"> <li>▪ Guide and instruct to develop technical specification, design and drawings of changes in process or new project. Instruct to prepare drawings, procedure and carry out documentation for areas where it does not exist.</li> <li>▪ Review document for quality, adequacy of design for long term suitability. Seek supervisor's approval for same.</li> <li>▪ Ensure that for any modification/change, Apraava Energy system of change management to be followed. Monitor its compliance and resolve issues if any.</li> <li>▪ Monitor proper final protocols, drawings, and documentation from vendor in case of new project commissioning. Instruct and monitor vendor to have installations, commissioning and handling over done as per requirement and scope. Include required training in new installation in the scope of vendor and monitor if delivery.</li> <li>▪ The above activities to be performed in order to have positive short term and long-term impact of changes in system.</li> </ul>
Statutory Compliances	<ul style="list-style-type: none"> <li>▪ Monitor statutory compliances through monthly report/ compliance management system.</li> <li>▪ Instruct immediate and proactive action in case of any potential noncompliance.</li> <li>▪ Inform superior in case of any noncompliance.</li> <li>▪ Arrange quick actions for any noncompliance. Seek management help for address noncompliance quickly.</li> </ul>

	<ul style="list-style-type: none"> <li>Also, co-ordinate with various statutory body/ agencies on behalf of site team and represent to meeting/ forum discussion as and when required.</li> <li>Team manager must ensure zero statutory noncompliance as per Apraava Energy standard.</li> </ul>
Stakeholder Management / Relationship Management	<ul style="list-style-type: none"> <li>Build and maintain mutually beneficial relationships with the state government utility, central power utility, Regulatory body to help in timely addressing of local issues such as right of way issues, payment issues.</li> </ul>
Annual Maintenance Contract (AMC) Management	<ul style="list-style-type: none"> <li>Review contractor's performance on agreed KPI score. Also endorse monthly KPI performance during invoice processing.</li> <li>Device system to provide feedback to contractor on their performance regularly.</li> <li>The main purpose of this activity is to ensure conformity to annual maintenance contractors with respect to agreement and performance.</li> </ul>
HSSE Management	<ul style="list-style-type: none"> <li>Monitor HSSE performance of all assets against defined objective &amp; targets. Guide and instruct ways to improve SHE performance.</li> <li>Support site team in internal and external HSSE audits/ HSSE round reports. Also monitor audit/round outcome and its speedy compliances.</li> <li>Provide strategic input in preparation of Risk assessment and MCP. Produce JSEAS for all maintenance activities.</li> <li>Conduct site rounds and PJO to monitor SHE compliances during the job and identify gaps.</li> <li>Prepare list of all statutory site requirement and ensure compliance.</li> <li>Contribute to internal &amp; external audits.</li> <li>HSSE management is one of prime responsibility and must be followed religiously.</li> </ul>
People Management	<ul style="list-style-type: none"> <li>Identify and deploy action items for competency development in the team.</li> <li>Engage with team members. Direct and guide team on functional issue.</li> <li>Challenge and motivate team for their growth.</li> <li>Resolve escalated conflicts and grievances.</li> <li>Set clear and objective goals for team and drive them towards achievement of these.</li> <li>Conduct appraisal and identify training needs.</li> <li>Team manager must maintain and increase team productivity and ensure team member satisfaction.</li> </ul>

#### 4. MAJOR CHALLENGES

<ul style="list-style-type: none"> <li>Managing multiple assets performance as per relevant standards</li> </ul>
<ul style="list-style-type: none"> <li>Implementation of Apraava Energy safety rule including authorization and permit to work system across all transmission assets.</li> </ul>
<ul style="list-style-type: none"> <li>Providing support to the site team to resolve issues pertaining to technical, commercial, or regulatory.</li> </ul>

#### 5. DECISIONS

##### Decisions made by job holder

As per the defined authority matrix
Equipment / system element outage requirement

##### Recommendations to or approval by superior

Approval for procurement and budget
Approval for any change/modification in equipment/system design, contract, and O&M practice

## 6. INTERACTIONS

### Internal Clients

<b>Roles you need to interact with inside the organization to enable success in your day-to-day work</b>
Commercial, HR & Admin, HSSE, Finance, Legal functions
Functional Superior for approvals as per CMAM requirements, defined HR policies and Apraava Energy policies.

### External Clients

<b>Roles you need to interact with outside the organization to enable success in your day-to-day work</b>
AMC partners, other technical service providers, vendors etc.
Government agencies, local bodies, local administration, POSOCO, NERLDC, LTTC, PGCIL, CTU etc.

## 7. DIMENSIONS

### Financial Dimensions

<ul style="list-style-type: none"> <li>Annual Revenue (approximately) - 50 cr. – 200 cr. (average range from each asset).</li> </ul>
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### Other Dimensions

<p>Team Size: 8 members team          Contract staff 35 - 60 depends upon contract size.</p>
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## 8. SKILLS AND KNOWLEDGE

### Educational Qualifications

Minimum education qualification: B.E./B. Tech./Diploma - Civil/Electrical /Mechanical
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### Functional Skills

<ul style="list-style-type: none"> <li>Thorough understanding of the EHV substation and/or Transmission line O&amp;M activities.</li> <li>Sound knowledge &amp; experience of Apraava Energy safety rules permit to work system, substation operation management.</li> <li>Grid co-ordination with SLDC and transmission company, EHV switching shall be added advantage.</li> <li>As this role is expected to implement Apraava Energy safety rules across all operational assets of Apraava Energy's transmission business, preference shall be given to candidates having HSSE exposure.</li> <li>Computer literacy, sound knowledge of ORACLE (Plant Maintenance/Material Management) and permit to work system</li> <li>Planning and co-ordination, teamwork, analytical and logical thinking, attention to detail.</li> </ul>
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### Relevant and total years of Experience

<p>Overall Experience: For B. Tech Candidate: 20 + years in Power generation or transmission sector.          For Diploma Candidate: 25+ years in Power generation or transmission Sector          Specific Experience: 15+ years in EHV Substation / transmission line Maintenance</p>
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