





**In order to confirm the ownership or occupancy for obtaining electricity service connection, one of the following documents can be produced.**

- a) If the applicant is the lawful owner of the relevant premises, the title deed of the premises.
- b) If the applicant is a resident, living on rent or lease, the lease agreement or the rent agreement.
- c) The Certificate of Compliance (COC) issued by the relevant local authority.
- d) Assessment Notice issued by the relevant local authority.
- e) The National Identity Card (NIC) which having the address of the premises where the electricity service is to be obtained.
- f) A bill of water supply connection or telephone connection which indicates the applicant's name and address where the electricity connection is to be obtained. (Not more than 3 months old)
- g) A certificate indicating the applicant's name & address in the Electoral Registry under the relevant premises.
- h) Any other document to prove the occupancy of the premises.



(In case of the electricity line has to be drawn over the lands/property owned by others, this form should be filled by each person separately & forwarded together with the application. If it is required an extra copy, a photocopy can be used.)

**Statement of Land Owner**

Name  
Address  
Date: .....

Area Electrical Engineer  
Ceylon Electricity Board

Dear Sir,

**Declaration: Consent for Installing Electricity Line.**

.....  
(Name of the applicant)

I hereby express my consent for installing the electricity line over my house/building/land/property for obtaining electricity connection to the above applicant's house/building/property/premises.

Signature of the land owner : .....  
Name of the land owner : .....  
National Identity Card No. : .....

**Certificate of the Grama Niladhari**

I certify that the above signature is that as the land owner mentioned here.

.....  
Grama Niladhari (Signature & the official seal)

Counter Signed

.....  
Divisional Secretary (Signature & the official seal)

## Instructions for obtaining Electricity Supply

01. It is compulsory to duly fill up all parts of the application form provided to you. The Electricity Supply is provided to the owner or occupant of a premises, in his/her name.
02. If the electricity line is to be drawn over the land/ property owned by third parties, the form annexed here with has to be filled by each person separately and should be forwarded with the application form. (If it is necessary to get an extra copy of this form, a photocopy can be filled up and forwarded.)

When a necessity arises to shift the line which is drawn over the lands owned by others, you will have to bear all the costs thus incurred. **In the case you give false letters or false information, action will be taken to disconnect the supply of electricity, and Ceylon Electricity Board, will not be responsible for the damaged caused.**
03. The internal wiring shall be completed before connecting the supply of electricity, in accordance with the standard rules and regulations. ( The updated B.S.7671) If socket outlets are wired (for plugs), each such connection should be connected to the earth, through earth electrode rod or pipe.
04. The diameter of the galvanized earth pipes should be 2 inches and 6 feet long or it should be standard earth rods.
05. If socket outlets are wired (for plugs), a trip switch has to be installed.
06.
  - (A) The meter board should be **5 feet above the ground** level so as to be able to read the meter and for this purpose, steps have to be taken to fix four wooden Blocks.( See the diagram given in Page 7) The load wire should be at least 18 inches long.
  - (B) The meter location should be easily accessed by CEB Officials for meter reading and inspections Ceylon Electricity Board officers should be in a position to either read the meter or inspect it. If no such access facility is provided to the location where the meter is installed, according to No.06 (A) above, instructions should be obtained from the Electrical Superintendent to install the meter in another suitable location. (Eg. In another cubicle)
07. The service cables should be installed, **at least 10 feet above the ground level** and for this, steps should be taken to fix an L-iron bracket as shown in diagram 1.
08. The Electrical Superintendent will hold an inspection to ascertain whether the installation at the given premises is in accordance with the acceptable standards and the electricity connection is supplied only on his approval.
09. If it is found that the installation is not satisfactory, a fee has to be paid for re-inspection. The Electrical Superintendent will inform you the amount of fee that has to be paid as re-inspection fee and a voucher, will be issued to you to effect the payment. Please pay the fee to the relevant paying office and forward the receipt to the relevant Electrical Superintendent.
10. For the supply of **three phase** electricity an inspection report of a Chartered Electrical Engineer who is registered in the Ceylon Electricity Board for the relevant year should be forwarded. The list of the names of **registered Chartered Electrical Engineers** can be obtained with the application form.
11. A CEB Official will come to your premises for taking required measurements to prepare the estimate for service connection. After 7 days of his visit, you may call over to the Electricity Consumer Service Center either on a **Monday** or a **Wednesday** in order to obtain the estimate and the relevant paying voucher.
12. **It is your responsibility to cut down the trees or branches along the proposed electricity line. Please note that no estimate will be made for this purpose.**



- Fix a 2" X 2" L-iron bracket as shown in the figure 01 in order to avoid the water draining in to the house and meter.
- Make a hole having a diameter of 5/8 inches for fixing a D-bracket.
- If the supply is a three phase connection, make two holes having a diameter of 5/8 inches as 6 inches apart from each hole.
- Fix 04 numbers of wooden blocks to the wall as shown in the figure 02 for fixing the meter board.
- If the supply is a three phase connection please consult the Electrical Superintendent regarding meter board installation.
- If the wall is not fully plastered, please plaster at least the area required for meter board fixing.
- If it is required to fix meters & associated equipment at any other location, please refer section 6(B)

18. Other matters to be known.

After paying the estimated cost the construction of your service connection will be allocated to a contractor and you may not carry out pole dragging, excavation of pit etc. except way leave clearing.

If you are not satisfied about the service provided by the contractor or CEB employees, please inform to the Electrical Superintendent or Area Electrical Engineer.