



## KERALA STATE ELECTRICITY BOARD LIMITED

Incorporated under the Companies Act, 1956

CIN : U40100KL2011SGC027424

Reg. Office : Vidyuthi Bhavanam, Pattom,  
Thiruvananthapuram – 695004, Kerala.

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### ABSTRACT

Statutory Audit 2024-25 - Request for modification of travelling expenses - Reimbursement policy - Sanctioned - Orders issued.

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### CORPORATE OFFICE (ADMINISTRATION)

B.O.(DB) No.425/2025 (CS.28/KSEBL-Auditor Appointment) Thiruvananthapuram, Dated:19.07.2025

- Read:1. B.O.(DB) No.505/2024 (No.CS.28/KSEBL-Auditor Appointment) dated 28.11.2024.
2. Note No.CS.28/KSEBL-Auditor Appointment dated 19.06.2025 of the Chairman & Managing Director submitted to the Board of Directors (Agenda No.09-06/2025).
  3. Proceedings of the 84<sup>th</sup> Meeting of the Board of Directors held on 28.06.2025 vide Resolution No.84/6.

### ORDER

The audit fee and reimbursement of travelling expenses of Statutory Auditors of the Company for the financial year 2024-25 had been fixed as per B.O. read as 1<sup>st</sup> above. The statutory auditors for the year 2024-25 has requested to make revision on the reimbursement policy of travelling expenses. Accordingly the 53<sup>rd</sup> Audit Committee meeting held on 28.05.2025 discussed the reimbursement policy of travelling expenses of Statutory Auditors vide Agenda No.ACM 53-07 of 05-2025 and resolved to recommend to the Board of Directors to include the following additions in the reimbursement policy of Statutory Auditors for the financial year 2024-25 onwards as under:

1. Increase the permissible limit for the use of own vehicles from 1500 km to 2500 km per firm for the entire audit period.

2. Permit reimbursement of actual fare for third class AC train or AC sleeper bus tickets upon submission of valid proof.
3. For outstation audit, if the auditors stay back for completing audit work on holidays, reimbursement of hotel room rent and DA may be allowed for a maximum of three holidays during the entire audit period for each audit firm with a condition that reimbursement shall not be permitted for more than two consecutive holidays. Additionally audit firms may be advised to avoid scheduling audit work on holidays as far as possible while preparing their audit plans.

The matter was placed before the 84<sup>th</sup> meeting of Board of Director held on 28.06.2025 as per note read as 2<sup>nd</sup> above. After discussion the Board resolved to include the following addition in the reimbursement policy of Statutory Auditors for financial year 2024-25 onwards as under;

1. Reset the permissible limit for the use of own vehicles from 1500 km to 2500 km per firm for the entire audit period.
2. Permit reimbursement of actual fare for third class AC train or AC sleeper bus tickets upon submission of valid proof.
3. For outstation audit, if the auditors stay back for completing audit work on holidays, reimbursement of hotel room rent and DA may be allowed for a maximum of three holidays during the entire audit period for each audit firm with a condition that reimbursement shall not be permitted for more than two consecutive holidays. Additionally audit firms may be advised to avoid scheduling audit work on holidays as far as possible while preparing their audit plans.

Orders are issued accordingly.

By Order of the Director Board

Sd/-  
LEKHA.G  
COMPANY SECRETARY

To

1. The Financial Adviser
2. The Company Secretary

Copy to:

The Company Secretary / Chief Engineer (IT,CR&CAPS) for publishing in the website /  
Financial Advisor / Chief Engineer (Commercial & Tariff) / LA&DEO /  
Chief Internal Auditor / Chief Vigilance Officer  
The Chief Personnel Officer / Public Relations Officer  
The TA to the Chairman & Managing Director  
The TA to the Director (HRM, Sports, Welfare, Safety & Quality Assurance)  
The TA to the Director (Generation-Electrical, REES & SOURA)  
The TA to the Director (Transmission & System Operation)  
The TA to the Director (Distribution & SCM)  
The TA to the Director (Generation-Civil)  
The PA to the Director (Finance)  
The Sr.CA to the Secretary (Administration)  
The RCAO/ RAO  
Stock File.

Forwarded/By order



Senior Superintendent