## Minutes of meeting on IT Initiatives held at level-III Conference Hall, Koyla Bhawan on 18.05.2015.

On 18th May' 2015 Area G.Ms along with their concerned Area executives and HODs of HQ met at BCCL Koyla Bhawan and discussed in detail on the progress regarding implementation of different modules of CoalNet and ATR of meeting held on 04.05.2015. The meeting was chaired by FDs. Module wise discussion is mentioned below :-

### PIS MODULE

6.  Executive details should be completed by 31.05.2015.
7.  **Employee Details Modifications:**
    Demo was given for entry/modification of Qualification details, Grade history and Employee basic details through Coalnet. It was decided that existing users who are updating Dependent/Nominee details should be given access to above modifications also through existing user-id. New access will be provided by 20.05.2015.
8.  70% of Employee details entry should be completed by 31.05.2015 and it should be completed for all the employees by 30.06.2015.
9.  Details of contractual workers for Non-Mining sector and photograph should be uploaded.
10. Detail information regarding employment against 9.3.0/9.4.0 should be done through Coalnet. Entry screen for the same should be completed by 20.05.2015. User-id and password for accessing above module will be given as per request from concerned Area.

### S&M MODULES

4.  Coal Value Refund : Billing and Coal Value Refund process has been completed by all the Areas for the month of April'2015. Billing and Refund should be completed by 5th of every month. Consumers should get Coal Value Refund by 7th of every month.
5.  EMD Refund: The simplified process of EMD refund has been sent to EDP Department. The related software is under development. Within 2-3 months, EMD Refund should be processed through Coal Value Refund otherwise it would be considered as forfeited.
6.  Allotment Chart: Demonstration was given for generation of Allotment chart through Coalnet. It was suggested to fill up date wise allotment automatically. After getting suitable logic from S&M Dept. for the same, the related will be further modified. The allotment chart so generated should go automatically to weighbridges and it should be locked.

### MMS MODULES

1.  GM (MM) WD reported that all duplicate codes are likely to be deleted by 30/06/2015.

## EMS MODULES

1. Entry of equipment status should be done on regular basis. Exception report should be generated for the Areas, who are not uploading equipment details on regular basis. In case of failure of uploading, Area GM should be informed on regular basis and after 3-4 days concerned Director should be informed.
2. Report of underutilized equipments should be sent to Area GM and Directors.
3. Online Release of HEMM Spares: Implemented

## OTHER IT INITIATIVES

10. **Grievance/Complaint Handling** : The related software is ready and the module is being implemented.
11. **File Tracking System** : It has been implemented at HQ. It was also decided that File Tracking System will be started at Area level. Areas who have not collected user-id for the same should obtain it from EDP HQ at the earliest. Such Areas are also requested to nominate employee for demo of FTS at EDP HQ latest by 31.05.2015.
12. **Bill Tracking System** : Implemented at HQ.. Henceforth every bill should be recorded.
13. **Auto Refund of EMD :** MM Dept. informed auto refund of EMD has been taken by CIL. Other departments should also use the new platform for auto refund of EMD.
1. **3D Laser Scanner Technology for measurement** : Supply order for procurement should be placed by 31.05.2015.
2. **Bio Metric Attendance** : The salary bill of HQ for the month of June'2015 paid in July'2015 will be based on biometric attendance. It has been decided to implement Bio Metric Attendance System at all the Area offices and whole of Kusunda Area as a pilot project.
3. **Online Tour Approval System** : Personnel Department was advised to implement online tour approval system.
4. **Mobile based Production Reporting** : E&T Dept. was advised to study it in detail and submit report.
5. **CCTV Camera** : 140 nos. new CCTV camera are in procurement stage.
6. **Geo fencing of Mine Boundary**: E&T Dept. was advised to study its implementation and submit report.

Sd/-

(A.Prasad)
GM ( SYSTEM)