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सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स,
ब्लॉक–ए, आई.एन.ए., नई दिल्ली–110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-110023

सतर्कता विभाग एनसीएल सिंगरौली म.प्र. Vigilance Deptt. NCL Singrauli
सं./No 249
दिनांक/Date 24/5/21

सं. / No. 019/col/043-482075 WE

दिनांक / Dated 11.05.2021

OFFICE MEMORANDUM

Subject: Intensive Examination of contract agreement no. 63444161/ 413A1110/CCTV SURVEILLANCE SYSTEM for "Supply, Installation, Commissioning of CCTV surveillance system in different projects/units at NCL along with 04-year CAMC after completion of warranty period"-regarding.

Please refer to Ministry of Coal's letter No. 13019/15/2020-Vig. dated 25.11.2020 (Copy enclosed) on the above cited subject.

2. CVO, CIL and CVO, NCL are advised to intimate the recommendations of the Committee to the Management for appropriate implementation.

3. CVO, CIL and CVO, NCL are also requested to ensure that recommendations are uploaded on respective Websites.

Vivek Khare
11/5/2021
(Vivek Khare)
Director

Ministry of Coal,
(Sh. S.B. Negi, JS & CVO),
Shastri Bhawan,
New Delhi.

Coal India Ltd.
(Sh. Saroj Kumar Sadangi, CVO),
Coal Bhawan
New Town, Rajarhat
Kolkata-700156
(WB)

Northern Coalfields Ltd.,
(Sh. Amit Kumar Srivastava, CVO (Additional charge)
Northern Coalfields Ltd.,
Singrauli, P.O. Singrauli Colliery,
Dist. Sidhi (M.P)486889.

Encl: As above.

File No.VIG-13019/15/2020-VIGILANCE

S.No. 9(R)

25 NOV 2020
डाक प्राप्ति
DAK RECD.
CENTRAL VIGILANCE COMMISSION, I.N.A., NEW DELHI

F. No. 13019/15/2020-Vig
Government of India
Ministry of Coal
******

Shastri Bhawan, New Delhi
Dated the 25 November, 2020

18618
25/11/2020

Office Memorandum

Subject: Intensive Examination of contract agreement no. 63444161/413A1110/CCTV SURVEILLANCE SYSTEM for "Supply, Installation, Commissioning of CCTV surveillance system in different projects/units at NCL along with 04-year CAMC after completion of warranty period"- reg.

P.245/C

The undersigned is directed to refer to the CVC's O.M. No. 019/Col/043-463253-WE dt. 14.10.2020 on the subject mentioned above and to furnish herewith the report of the committee as per the enclosed annexure.

(Kishore Kumar)

Encl: As above

Under Secretary to the Govt. of India
Telefax: 011-23380027
Email: kishore.k@nic.in

To

Addl. Secretary
(Dr. Praveen Kumari Singh)
CVC, New Delhi.

Annexure

In compliance to the advice as contained in the D.O. Letter no. 019/col/043-463253 –wE dated 14.10.2020 issued by Addl. Secretary, CVC, a committee was formed comprising of JS&CVO MOC, CVOs of CIL and NCL to discuss para-4 of the said D.O. letter and upgrade the systemic changes in a CTE examination of supply, installation and commissioning of CCTV surveillance system in NCL. The para-4 of said D.O. letter mentioned about issuing necessary systemic improvement suggestion on the matter related nomination of engineer-in-charge in respect of every work so that responsibility can be fixed in case of any irregularity found in execution of work in addition of one issued in 02.04.2019 by NCL. The commission had also opined that lot of improvements are required in the CCTV related matter as the technology is new and required elsewhere and all over the country.

The committee met through VC and deliberated on existing SOPs in IT related provisions already issued by Coal India to be followed in subsidiaries. The committee also deliberated the impact analysis of IT systems implemented including CCTVs. The analysis and recommendations are as below:-

1. **Nomination of engineer-in-charge in respect of every IT related work:**
   The SoP for IT initiatives was issued by CVO CIL vide letter no. CVO/VIGIL/16/14/0002/2018/1710-1729 dated 29.03.2018 (copy enclosed) which stated about geo-fencing, GPS/GPRS in vehicles carrying coal, CCTV at all strategic locations and weigh bridges with RFID and boom barrier and broad guidelines about responsibility matrix. Based on the SOP issued by CVO CIL, DT(P&P) NCL issued a detailed SOP in this regard vide letter no. NCL/SGRL/Vig/F-28/453 dated 04.05.2018 based on recommendations of CVO NCL (copy enclosed). The SOPs issued contains detail responsibility matrix against O&M of each IT related work. Therefore, further defining engineer-in-charge for fixing of responsibility may not be required as the details are found elaborate in the SOP issued, pertaining to responsibility definition and nomination of officer accountable for the same.
2. **Further Improvement/systemic improvement suggestion:**
   2.1. The SOP for IT initiative along with accountability as per accountability matrix in SOP need to be enforced.
   2.2. The CCTVs and other accessories, though covered in AMC, but has been observed that remains faulty and takes longer time in replacement in cases not covered under AMC, viz. damage due to lightening, burn etc. As the CCTVs are most important part of IT initiative, the replacement must be ensured by management even in such cases immediately and subsequent reconciliation for accounting of replacement or repairing under AMC or against RNP be made.
   2.3. It has also been observed that there is no upper limit to declare such items as RNP by vendor against lightening or burn etc. These mostly happen when earthing is not proper, which apparently in CCTV tender of NCL, was done by the same vendor as part of SITC project of CCTV and IT initiative. Therefore declaration of RNP beyond a permissible limit per year should not be allowed. It is suggested to have a maximum or upper limit in the tender/agreement which a Vendor can declare as RNP. Beyond that limit, it has to be replaced/repaired free of cost by the vendor.

CVO-NCL

2.4. Presently GPS are installed in internal vehicles carrying coal from Stock to Siding. However all the internal coal carrying vehicles should have GPS installed and should be under geo fencing monitoring. Therefore there is a need to have GPS installed in the coal carrying vehicles from face/mine to stock also.

2.5. The vehicles for carrying OB should also be fitted with GPS where path is common for OB and Coal transportation.

2.6. The RFID tags are provided to vehicles engaged for dispatch of coal for a period of time through FSA etc. These RFID tags are also referred as permanent RFID tags. These RFID tags are required to identify authentic vehicle for entry and exit from mine through automated boom barrier for facilitating the same. However there are vehicles engaged by road sale small quantity consumers for a day or couple of days only, on temporary basis. These vehicles are either given temporary RFID for going through boom barriers in some subsidiaries or given a manual challan and boom barrier is operated manually as in case of NCL. This defeats the entire purpose of automated boom barrier. RFID tags need to be provided to these vehicles also with defined number of trips as per requirement. Manual operation of boom barrier to be avoided as far as possible.

2.7. At present the data of weighbridges are transferred to central billing system manually and subsequently. Arrangements be made for online and instant transfer of weighbridge data to central billing system (Coalnet) automatically.

2.8. Once weighbridge is linked with central billing system, the RFID tags can be used more effectively, by making printing of weighment challans only through RFID reader linked printers and camera in operation. This will also reduce the human intervention at weigh bridge and auto updation of dispatch orders will take place. Use of RFID in vehicle in NHAI toll for authentication and debit of charges may be referred for analysis and upgradation in existing system.

2.9. CCTV footage and its functionality are checked manually at control systems at different levels. NMS (Network Management System) need to implement for all network elements for monitoring (viz. pinging of different network elements at regular interval through NMS software etc.) and alert message to be generated and escalated as per accountability matrix. The alert messages should also be escalated automatically to HQ incharge and respective Director after a particular period if not addressed during that period.

Vismita Tej JS & CVO Ministry of Coal	S. K. Sadangi CVO CIL	16/11/2020 Amit Kumar Srivastava CVO NCL

****

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NOTING SHEET

NORTHERN COALFIELDS LIMITED

Dealing Officer	Dealing Clerk

SUB – Approved SOP for IT initiatives implemented in CIL & its subsidiaries

CVO, CIL has forwarded copy of approved SOP for IT initiatives implemented in CIL & its subsidiaries; the same is being enclosed herewith for immediate implementation.

Implementation at all levels, to get the desired results and reports has to be ensured, and this shall be closely monitored by this office after a month ~~onwards~~ to assess the factual status of implementation

Submitted for needful action.

Encld : as above

4/4/18

(A.K. Srivastava)
Chief Vigilance Officer, NCL

CMD, NCL

Copy to :
1) D(F), NCL
2) D(T)/P&P, NCL
3) D(T)/Opn, NCL

DMS/18042500002
Dt. 04-04-18.

NCL/Vig/32 dt. 04/04/18.

Coal India Limited
कोल इण्डिया लिमिटेड
Coal Bhavan,
Premises- 04 MAR, Plot No.-AF-III,
Action Area- 1A, New Town, Rajarhat,
Kolkata -700156,
CIN/कॉ.प.सं.: L23109WB1973GOI028844
Website वेबसाइट : www.coalindia.in

(A Maharatna Company)

Vigilance Division
सतर्कता विभाग
कोल भवन,
परिसर - 04 MAR, प्लॉट नं.- ए.एफ.-III
एक्शन एरिया -1 ए, न्यू टाउन
राजारहाट, कोलकाता -700156,
Phone फोन-(033) 2324 4134/4152
Fax फैक्स- (033) 2324 4055
email ई-मेल- cvo.cil@coalindia.in

(An ISO 9001:2015, ISO 14001:2015 & ISO 50001:2011 Certified Company)

Ref. No. संदर्भ संख्या: CIL/VIGIL/16/14/0002/2018/ 1710 - 1729 Date दिनांक: 29.03.2018

प्रति ,
निदेशक (वित्त), सीआईएल,
निदेशक (म & स), सीआईएल,
निदेशक (तकनीकी), सीआईएल,
निदेशक (का. एवं औ. सं.), सीआईएल ।
अध्यक्ष-सह-प्रबंधक निदेशक,
BCCL/CCL/ECL/MCL/NCL/SECL/WCL

Subject – Approved SOP for IT Initiatives implemented in CIL & Subsidiaries

महोदय,

The approved SOP for IT initiatives implemented in Coal India Limited and its Subsidiaries is enclosed for necessary action. It is requested to please ensure the implementation of SOP for effective utilisation of the IT Initiatives.

This has the approval of Chairman, CIL.

Encl.: as above.

मुख्य सतर्कता अधिकारी
कोल इंडिया लिमिटेड

प्रतिलिपि :

1. अध्यक्ष, सीआईएल - सूचनार्थ ।
2. मुख्य सतर्कता अधिकारी, BCCL/CCL/ECL/MCL/NCL/SECL/WCL - आवश्यक कार्यवाही हेतु ।

STANDARD OPERATING PROCEDURE (SOP) FOR IT INITIATIVES IMPLEMENTED FOR SURVEILLANCE LIKE GPS/GPRS/RFID/CCTV/VTS ETC.

The SOP for IT Initiatives so implemented for the surveillance shall be implemented under the guidance/supervision of the Director In-charge of the Company, nominated for the purpose. Responsibility of effective use of the system & providing necessary infrastructure for smooth operation of system shall be of the Area /Project / Unit, however responsibility for availability of the system shall be on the HOD of the Project and Technical Departments as nominated for the purpose.

For the purpose of procurement of items/system related to the IT Initiatives required additionally or for the purpose of replacement etc. the concerned Technical department / MM Department/CMC Department, as applicable, shall be responsible. The action required to be taken should follow due process with the approval of the competent authority as per DOP of the respective companies.

A QRT (quick response team) of CISF / Security agency should be made at each Area level for quick action based on the input received from GPS / surveillance system at Area control room.

1. **GEO FENCE:**

- Actual boundary of the mine is to be identified by the Manager of mines with route for transport of coal.
- The mine boundary and route of transport of coal is to be approved by Project Officer/Sub Area Manager/Agent as designated before forwarding to SO (Mining)/ GM (Operation) of the Area for creation of virtual geo-fence in the application.
- GEO Fence boundary shall be created by SO(E&T)/ SO(System)/ Nodal Officer whoever is assigned for the job for all Mines of the Area as per the data provided by SO(Mining)/ GM (Operation) of the Area.
- Any change in GEO Fence boundary/route shall follow the same above procedures for implementation.

- Movement of the vehicles carrying coal to be monitored in the control room established at project level as well as Area level and violation of GEO Fencing/route to be recorded and acted upon.
- The system shall be maintained by Area officials for all the mines of the Area. SO(Mining)/ GM (Operation) shall be responsible for monitoring and ensuring correctness of Mines boundary and route for coal transport in all the Mines and SO(E&T)/SO(System)/Nodal Officer for drawing correct boundary as per requirement.
- Security Officer of the Area shall be responsible for acting upon violation of GEO fence boundary/route and further action thereon.
- Daily report of violation of GEO Fence/route shall be reported to GM of the Area with the action taken thereon.
- Weekly / Monthly report shall be given to Director in-charge by the GM of the Area highlighting cases of violation reported during the period, action taken thereon and result observed.
- Inclusion and exclusion of the vehicles into or out of Mines under GEO Fencing shall be necessarily with the permission of Project Officer including temporarily withdrawal for repairing / maintenance etc.
- Project officer shall ensure introduction of vehicles within the GEO Fencing Mines duly fitted with GPS/GPRS and RFID Tag.
- Authorities may nominate their subordinate officers for their assistance.
- CVO of the respective company may call record any time for investigation.

2. **GPS/GPRS:**
   - Requirement of GPS/GPRS devices and RFID Tags are to be assessed by the Project officers for their mines based on total departmental / contractual vehicles to be deployed/are being deployed for transportation of coal and other purposes.
   - In order to ensure functioning of above devices timely action for repairing/replacement shall be taken by the Project officer including submission of Indent / proposal and procurement / repairing action as per DOP.
   - Project officer may nominate the officials of respective department for above purposes with their role and responsibility.

- The contractors who are deployed for transportation of coal should be directed to ensure fitment of above devices in their vehicles and functioning properly.
- Necessary provision be made for fitment and functioning of above devices by the contractor in the NIT itself in transport contract.
- Record to be maintained by the mine Manager for availability and functioning of above system in all the vehicles.
- Deployment of vehicles for the purpose of coal transport either through departmental vehicle or contractor vehicle should have written permission of Manager of Mine, so that there is no violation of GEO Fence boundary recorded for the authorized vehicles.
- Monthly report shall be sent by Area GM to the Director in-charge as regards to functioning of the system and action taken by them for repairing / replacing the system.
- CVO of the respective company may call record any time for investigation.

3. **CCTV:**

- Strategic location shall be identified by the Project officer in consultation with Manager of the Mines, Security personnel etc. requirement of CCTV may be assessed accordingly. This should include Mine entry, Mine exit, Weigh Bridge, Stores Premises specifically.
- Procurement may be made preferably centrally with the approval of authority as per DOP.
- Effective use and proper functioning to be ensured by the Mines Management authorizing responsible officer of the project preferably having technical background.
- Record of clippings of standalone CCTV shall be maintained by the respective department of Area / Nodal Officer for a minimum period of seven days. However, integration of all CCTVs through proper networking to be done for monitoring from control room on continuous basis with action thereon.
- Record of other CCTVs shall also be made and maintained for not less than seven days.
- Controls rooms should be established at project level as well as Area Level for effective surveillance and to acted thereon round the clock.

- Security Officer of the Area shall be responsible for prevention of illegal activities so observed with due assistance from local police as well as officials posted in the Project/ Mines.
- Daily report to be forwarded to Area General Manager by the Security in-charge of the Project based on monitoring at control room and action taken thereon if any.
- Monthly report shall be submitted to Director in-charge by the Area General Manager highlighting the incidences observed through surveillance system during the month will action taken thereon.
- CCTV are also required to be installed near coal heaps for recording movements nearby round the clock.
- CVO of the respective company may call record any time for investigation.

4. **WEIGH BRIDGE WITH RFID & BOOM BARRIER :**

- Every Road Weigh Bridge needs to be equipped with CCTV Cameras, RFID Reader & Boom Barrier. RFID Tag should be pasted in all coal carrying vehicle with details information of the vehicle.
- Project Officer of the respective Project shall nominate Officer responsible for ensuring effective use / functioning of the devices used including installation, commissioning and repair maintenance as per requirements.
- Provisions for capturing registration no. of vehicles reporting at Weigh Bridge should be made automatically with Tare Weight, Gross Weight etc. without manual interference.
- Provisions be made for display of Weighment outside the cabin and nobody should be allowed to enter in the cabin to avoid any outside influence.
- Positioning of CCTV Cameras shall be in such a way that weigh bridge staff can see positioning of the truck, number plate, drivers cabin & loaded area from his seat on the monitor placed in his cabin.
- Weigh bridge staff shall be responsible for instantaneous reporting of any failure observed during his duty period to the In-charge coal sale, who in turn report to appropriate authority immediately for remedial measures.

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नार्दर्न कोलफील्ड्स लिमिटेड
पो.आ.–सिंगरौली,
जिला–सिंगरौली 486889;म.प्र.
दूरभाष 07805 . 266615
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Northern Coalfields Limited
(A Mini Ratna Company)
P.O. Singrauli Colliery
Distt. Singrauli, MP- 486889
Corporate Identification No.U10102MP1985LOI001166
Tel: 07805 - 266615
Fax: 07805 – 266652
Website: www.ncl.nic.in

Ref No: NCL/SGRL/Vig/ F-29/4153 Dated : 4th May 2018

NCL/Vig/492 05/5/2018

Area General Managers,
Amlohri/Jayant/Kakri/Bina
Block B

Sub: Draft of Responsibility Flow Chart for implementation of IT Initiatives.

Dear Sir,

CVO, NCL vide letter No: NCL/Vig/XO/18/227 dated 04.05.2018 has formulated a draft responsibility flowchart in respect of Standard Operating Procedure (SOP) for implementation of GPS/GPRs, RFID and CCTV based Vehicle Tracking system (IT Initiatives), a copy of which is being enclosed for adoption and implementation of IT initiatives in the projects of NCL.

If there are any suggestions to be incorporated in the SOP, the same may be intimated for taking needful action.

You are advised to submit ATR with regard to implementation of SOP within 15 days for onward submission.

This may please be treated as Important and Urgent.

Yours faithfully,

(P M Prasad) 4/5
Director (Tech)(P&P)

Encl: As above

Copy for kind information : CMD, NCL
CVO, NCL

NORTHERN COALFIELDS LIMITED
(A Mini Ratna Company)
P.O. Singrauli Colliery
Dist. Singrauli(M.P) 486889

OFFICE OF THE CHIEF VIGILANCE OFFICER
Phone : 07805 266483. / Fax : 07805 266305.

Ref No. NCL/Vigl/xo/18/227

Date 03/05/2018

To,

Director (T / Oprn), NCL
Director (T / P&P), NCL

Sub: Draft of Responsibility Flow chart for implementation of IT Initiatives.

Dear Sir,

Enclosed please find draft of Responsibility flowchart in respect of Standard Operating Procedure (SOP) for implementation of GPS / GPRS, RFID and CCTV based Vehicle Tracking System (IT Initiatives). Standard Operating Procedures (SOP) are already circulated in all the projects for implementation of IT Initiatives. The Responsibility Flow chart is just a guideline and will assist in uniform delegation of responsibilities with regard to implementation of IT Initiatives in all the projects of NCL. Kindly approve and distribute the draft of flow chart for adoption at the projects. If found correct,you may make suitable amendments as found fit.

You are further requested to advice the projects to send the action taken report with respect to implementation of SOP within 15 days of receipt of this letter.

Thanking You,

Yours Sincerely,

3/5/18

A.K.Srivastava, IFS

CVO/ NCL

Standard Operating Procedure (SOP) for implementation of GPS/ GPRS, RFID and CCTV based Vehicle Tracking System:

1. Geo Fence.

The mines manager to identify the actual boundary of the mine with route for transport of coal
Res: Mines Manager

↓

The Project Officer to approve the same
Res: Project Officer

↓

Geo Fence Boundary shall be drawn in respect of each mine.
Res: SO (E&T)

↓

Any change in the Geo Fence Boundary of Mines shall be intimated to SO (Mining).
Res: Project Officer

↓

SO (Mining) shall take necessary action for creation of revised Geo Fence.
Res: - SO (Mining)

↓

The System shall be maintained by Area officials of the projects for all the projects. Monitoring and ensuring correctness of Mines boundary and route for coal transport in all the mines
Res:- SO (Mining)

↓

Drawing correct boundary as per requirement
Res:- SO(E&T)

↓

Violation of GEO fence boundary /route and further action thereon
Res:- Security officer of the Area

↓

Weekly / Monthly report to Director in –charge of the Area highlighting cases of violation reported during the period, action taken thereon and result observed
Res:- Area GM

↓

Introduction of vehicles within the GEO Fencing Mines duly fitted with GPS/GPRS and RFID Tag.
Res:--Project Officer

GPS/ GPRS based Vehicle Tracking System:

(I) Requirement proposal:

Assessment of the actual requirement of GPS/ GPRS devices and RFID Tags by Project Officer.
Res: All Project Officer

↓

Area GM to compile the requirements of all the units/ projects.
Res: Area GM

↓

GM (E&T) to initiate action for arrangement of GPS/ GPRS devices and RFID Tags for the entire Company
Res: GM (E&T), NCL.

(II) Installation of GPS/ GPRS devices in vehicles operating in units/ projects.

The project officer to obtain the details of vehicles from the contractor(s) and give to the Project Engineer (E&M).
Res:- Project Officer.

↓

Mine Manager & Dispatch Officer to ensure presence of vehicles for installation of devices & maintenance of records for availability and functioning of above system in all the vehicles.
Res: Mines Manager & Dispatch Officer

↓

Project Engineer (E&M) with the help of Service Provider to ensure installation of GPS/GPRS devices & RFID tags in each vehicle.
Res: - Project Engineer (E&M)

↓

Project Officer to certify the installation report & send to the Area GM
Res: Project Officer.

↓

Area GM to certify & send the installation report to GM (E&T), NCL (HQ).
Res: Area GM

↓

In case of any difficulty, the GM (E&T), NCL to provide the necessary support.
Res: GM (E&T), NCL

(III) Operation of VTS

All the contractors engaged in coal transportation shall be explained the purpose of the system and designated route & geo fence boundary of the mine. And should be directed to ensure fitment of above devices in their vehicles and functioning properly.

Res: Mine Manager & Dispatch Officer.

↓

Maintenance of the same fleet, as far as practicable, by the contractor to be ensured

Res: Project Officer

↓

Deployment of vehicles for the purpose of coal transport either through departmental vehicle or contractor vehicle should have written permission of Manager of Mine , so that there is no violation of GEO fence boundary recorded for the authorized vehicle **Res:-Manager Mine**

↓

Inclusion or exclusion of the vehicles into or out of VTS has to be permitted by the Project Officer. Temporary withdrawal of the vehicles from the Geo fence boundary of the mine for the reasons like maintenance, repair, etc., has to be permitted by the Project Officer who shall intimate the same to the Dispatch Officer **Res: Project Officer.**

↓

Dispatch Officer to take up the matter with SO (E&T)/Nodal Officer (VTS) for fitting/removal of devices.

Res: - Dispatch Officer & SO (E&T)/Nodal Officer (VTS)

↓

SO (E&T)/Nodal Officer (VTS) to take action for synchronization of vehicle into / out of VTS. Each Shift I/C functioning at Control Room to furnish report of any deviation/ alert of his shift to SO(E&T)/Nodal Officer (VTS) who shall furnish Daily Report to the Dispatch Officer, Project Officer, Area Security Officer & Area GM.

Res:- Shift I/C Control Room &SO(E&T)/Nodal Officer (VTS)

↓

Analysis of alerts like Speed, Undue Stoppage, Route Deviation, Tampering, Geo Fence, Park Fence at each mine shall be done by Dispatch Officer who shall obtain the confirmation from the Area Control Room. The Dispatch Officer shall intimate the violation in writing to the Project Officer & Area Security Officer.

Res:- Dispatch Officer , Project Officer & Area Security Officer

↓

Project Officer to take necessary action in association with Area Security Officer against vehicles, such as Disallowing/ Debarring the vehicle, FIR, Recovery from contractor's bill.
Res: Project Officer & Area Security Officer.

↓

Project Officer to send a monthly report on action taken against erring contractors to the Area GM. **Res: Project Officer**

↓

Area GM to send a monthly report in respect of his Area to GM (Oprn.), NCL (HQ) with a copy to GM (E&T). **Res: Area GM**

↓

GM (Oprn.) to put up a monthly report for entire NCL at GM Co-ordination meeting at HQ with a copy to CVO, NCL **Res: GM(Oprn.)**

(IV) Maintenance of VTS

In order to ensure functioning of above devices timely action for repairing /replacement including submission of indent /proposal and procurement/repairing action as per DOP. **Res:- Project Officer**

↓

The SO(E&T)/Nodal Officer (VTS) to ensure the smooth functioning and maintenance of the VTS and to co-ordinate with the service provider for providing technical support for smooth operation and maintenance of the VTS. **Res: SO(E&T)/Nodal Officer (VTS)**

↓

At unit level the Project Engineer (E&M) to ensure proper functioning/ maintenance of GPS/GPRS devices &RFID tags
Res: Project Engineer (E&M)

↓

Security of the devices & system
Res: Unit Security I/c & Area Security Officer

3. RFID, Boom Barrier & CCTV based Weighment Control & Monitoring System:

(I) Requirement proposal:

Assessment of the actual requirement of weighbridges, RFID reader, Boom Barrier & CCTV camera by Project Officer **Res: All Project**

↓

Area GM to send the requirement of weighbridge to GM(E&M), NCL(HQ) and requirement of RFID reader, Boom Barrier & CCTV camera to GM(E&T), NCL(HQ).**Res: Area GM**

GM (E&M) to compile the requirement of Weighbridges for the Company as a whole and initiate action for procurement.
Res: GM (E&M), NCL

GM (E&T) to compile the requirement of RFID reader, Boom Barrier & CCTV camera for the Company as a whole and initiate action for procurement.
Res: GM (E&T), NCL

(II) Installation & Commissioning of Weighbridges and RFID Reader, Boom Barrier & CCTV camera:

Identification & hand over of site for installation of weighbridge.
Res: Project Officer

Construction of foundation & related civil work. **Res: SO (Civil)**

Installation of weighbridge:

Day to day supervision for installation.
Res: Project Engineer (E&M)

Overall responsibility: **SO (E&M)**

Project Officer to certify the installation report and send to the Area GM. **Res: Project Officer**

Area GM to forward the same to GM (E&M), NCL (HQ).
Res: Area GM

In case of any difficulty, the GM (E&M), NCL shall provide the necessary support.
Res: GM (E&M)

Installation of RFID reader, Boom Barrier & CCTV camera at Existing as well as new weighbridges

Day to day supervision for installation.
Res: Project Engineer (E&M)

↓

WAN connectivity & internet connectivity.
Res: SO (E&T)/ Nodal Officer

↓

Overall responsibility: **SO (E&T)/ Nodal Officer**

↓

The Project Officer to certify and send the installation report to the Area GM
Res: Project Officer

↓

Area GM to forward the same to GM (E&T), NCL (HQ).
Res: Area GM

↓

In case of any difficulty, the GM (E&T), NCL shall provide the necessary support.
Res: GM (E&T)

(III) Operation & Maintenance of weighbridges along with RFID, Boom Barriers &CCTV Cameras

The Dispatch officer to ensure weighment of all the vehicles at both ends (weighbridges). **Res: Dispatch Officer**

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Weighbridge In-charge to supervise the operation & report the difference in weight at both ends to the Dispatch Officer after reconciliation.
Res: Weighbridge Clerk

↓

In case of any significant deviation in weight resulting in the generation of exception report, the Dispatch Officer to report to the Project Officer.
Res: Dispatch Officer

↓

The Project Officer to take necessary action in association with Area Security Officer against vehicles, such as Disallowing/ Debarring the vehicle, FIR, Recovery from contractor's bills, etc.
Res: Project Officer Area Security Officer

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Project Officer to send a monthly report on action taken to the Area GM. **Res: Project Officer**

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Area GM to send a monthly report to the GM (Oprn.) with a copy to GM(E&T). **Res: Area GM**

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GM (Oprn.) To put up a monthly report for entire NCL at GM Co-ordination meeting at HQ with a copy to CVO, NCL
Res: GM (Oprn.)

(IV) Maintenance of Weight Monitoring System

Weighbridge In-charge to keep RFID Reader, Boom Barrier & CCTV in safe working conditions. In case of any fault or breakdown, he is to report to Project Engineer (E&M). In case of deliberate damage to the devices, he is to report to Unit Security In-charge & Area Security Officer.
Res: Weighbridge In-charge

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At unit level the Project Engineer (E&M) to ensure proper functioning/ maintenance of RFID based Weight Monitoring System with the help of service provider. In case of major breakdown, he is to report to SO(E&M) or SO(E&T).
Res: Project Engineer (E&M)

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SO (E&M) to take necessary action on receiving the breakdown report of weighbridge. He is to overall ensure the smooth functioning and maintenance of the Weighbridges.
Res: SO (E&M)

SO(E&T)/Nodal Officer to take necessary action on receiving the breakdown report of RFID Reader, Boom Barrier & CCTV. He is to overall ensure the smooth functioning and maintenance of the RFID, Boom Barrier & CCTV Camera. He shall co-ordinate with the service provider for providing technical support.
Res: SO (E&T)/Nodal Officer (VTS)

In case of deliberate damage to RFID Reader, Boom Barrier & CCTV, the security personnel to take appropriate action & to report to Project Officer.
Res: Unit Security In-charge, Area Security Officer

. CCTV based electronic surveillance system at all vulnerable points:

) Procurement by Area:

Assessment of the actual requirement of CCTV by the Project Officer for installation at all vulnerable points like coal stock, check post, entry-exit points, railway siding, magazine, stores, DDU, etc.

Res: All Project Officer

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After assessment of requirements of all the units/ projects, the Area GM to initiate action for procurement

Res: Area GM

(II) Distribution of CCTV to Projects

Area GM to arrange the supply of CCTV to the respective units/ projects through SO (E&T)/Nodal Officer.

Res: Area GM, SO (E&T)

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The Project Officer to direct Project Engineer (E&M) for receipt & safe custody of the CCTV

Res: Project Officer

(III) Installation of CCTV at vulnerable points of the projects

The project officer to direct the Project Engineer (E&M) for installation of CCTV at sensitive points identified beforehand.

Res: Project Officer

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The Project Engineer (E&M) to take action for installation of CCTV.

Res: Project Engineer (E&M)

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The Project Officer to certify and send the installation report to the Area GM

Res: Project Officer

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Area GM to forward the same to GM (E&T), NCL (HQ).

Res: Area GM

)Operation of CCTV based surveillance system:-

The feed of CCTV at unit level to be monitored by the concerned Unit I/c and any deviation to be reported to the Project Officer
Res: Weighbridge I/c, Railway Siding I/c Chief Store Keeper, Magazine I/c, Unit Security I/c

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Project Officer to report the adverse feed from CCTV to Area Security Officer
Res: Project Officer

All the CCTV to remain connected through LAN/WAN to the Area Control Room. The feed to be monitored by the Control Room Shift Incharge in each shift & report of any deviation to be given to SO (E&T) who shall furnish Daily Report of deviation to the SO (Mining)
Res: Control Room Shift I/c &SO (E&T)/ Nodal Officer

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The SO (Mining) to report the adverse feed to the Area Security Officer and the Area GM
Res: SO (Mining)

↓

The Area Security Officer to take appropriate action in consultation with concerned Project Officer.
Res: Area Security Officer

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A monthly report on action taken shall be furnished by the Area Security Officer to the Area GM
Res: Area Security Officer

↓

Area GM to send a monthly report to the GM (Oprn.) with a copy to GM(E&T).
Res: Area GM

↓

GM (Oprn.) to put up a monthly report for entire NCL at GM Co-ordination meeting at HQ with a copy to CVO, NCL
Res: GM(Oprn.)

Maintenance of CCTV.:-

All the CCTV to be kept in safe working conditions & any fault or breakdown to be reported by the concerned Unit I/c to Project Engineer(E&M). In case of deliberate damage to the devices, he is to report to Unit Security In-charge & Area Security Officer.

Res:- Weighbridge I/c, Railway Siding I/c Chief Store Keeper,

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The Project Engineer (E&M) to ensure proper functioning / maintenance of CCTV.

Res: Project Engineer (E&M)

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The SO (E&T)/Nodal Officer (VTS) to ensure connectivity of CCTV through LAN/WAN and internet. He is to ensure overall functioning and maintenance

Res: SO(E&T)/Nodal Officer

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In case of deliberate damage to RFID Reader, Boom Barrier & CCTV, the security personnel to take appropriate action & to report to Project Officer.

Res: Unit Security In-charge, Area Security Officer

5. Area Control Room.:-

(I) Establishment of Control Room.

Establishment of Control Room s in all Areas

Res: Area GM

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The Control Room to remain well connected with all Projects /units through LAN/WAN and internet.

Res: SO (E&T) & SO (System)

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Assistance for establishment & connectivity to be given by GM (E&T) & GM (System).

Res: GM (E&T) & GM (System)

Operation & Monitoring of Control Room.

Day to day operation:

- Monitoring of alerts like Speed, Undue Stoppage, Route Deviation, Tampering, Geo Fence, Park Fence and adverse feeds from CCTV
- Intimation of above to concerned PO &SO (Mining)

Res: Control Room Shift I/c, SO (E&T) & Area Security Officer

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Overall I/c of control room & round the clock deployment of manpower

Res: SO (Mining)

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SO (Mining) to report any significant deviation to the Area GM and Area Security Officer for necessary action.

Res: SO (Mining)

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The Area Security Officer to take appropriate action and send a monthly report on action taken to the Area GM.

Res: Area Security Officer

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Area GM to furnish ATR on exceptions, alerts, feeds, etc. to GM(Oprn.), NCL(HQ) with a copy to GM(E&T).

Res: Area GM

↓

GM (Oprn.) to put up a monthly report for entire NCL at GM Co-ordination meeting at HQ with a copy to CVO, NCL

Res: GM (Oprn.)

(III) Maintenance of Control Room:

- Maintenance of Control Room including LAN/WAN & internet connectivity.

  Res: SO (E&T) & SO (System)

- Safety & security of control room and its equipment.

  Res: Area Security Officer