



ALL INDIA ASSOCIATION OF COAL EXECUTIVES (AIACE)

(Regd. Under the Trade Union Act, 1926; Regd. No. 546 / 2016)

302, Block No. 304, Ram Krishna Enclave, Nutan Chowk, Sarkanda; Bilaspur (CG)

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Ref No. **AIACE/CENTRAL/2023 /070**

Dated 29.8.2023

To

CHAIRMAN-cum-MANAGING DIRECTOR

Singareni Collieries Company Ltd,

Kothagudem Collieries (PO)-507101

Bhadradi, KothagudemDistt

TELENGANA STATE

Subject: Request for Introduction of Online Facilities for Digitization of Medical Attendance Book

Dear Sir,

We are thankful to your letter No. CRP/PER/WEL/2023/296 dt. 8th August, 2023 on the issue of steps initiated for Digitalization of Medical Attendance Book. (copy vide Annexure-I).

This letter identifies 2 thrust areas for this work,

- (i) collection of data like photograph and Aadhar Card details of employees and their dependents, ex-employees and their spouses, and
- (ii) uploading the same data in the web application SAP, specifically designed for the purpose

Our concern is for the first part only as no provision has been made for ONLINE submission of data by employees/retired employees.

You will agree Sir that, most of these retired persons are economically weak and also in ill-health condition to visit their last place of posting. All these constraints make it impossible for beneficiaries to adhere to the stipulated requirements in the office order.

It is to emphasize that similar digitization work is also undergoing in Coal India Ltd where the company has allowed online submission of data. A copy of relevant office order issued by one of the subsidiaries of Coal India Ltd is attached for kind perusal in Annexure-II.

As such it is requested that similar facilities for submission of data in ONLINE mode be allowed for the employees/retired employees which will be a boon to them.

With great expectation and kind regards,

Yours sincerely,

(P.K.SINGH RATHOR)

Principal General Secretary

All India Association of Coal Executives (AIACE)



THE SINGARENI COLLIERIES COMPANY LIMITED
(A Government Company)
Welfare & RC, Corporate Office
CIN: U10102TG1920SGC000571



Ref.No.CRP/PER/WEL/2023/2963

Date: 26 08-2023

SSV
C I R C U L A R

All Area GMs/Head of Depts., Corporate
CMO, MH, Corporate/GM(E&M)/STPP.

Sub: Digitalization of Medical Attendance Book – Collecting and uploading of Aadhar and Photographs of employees and their dependants, ex-employees and their spouses – Guidelines – Reg.

Ref: 1. Cir No.CRP/PER/WEL/MA/5076, dated 12.03.2009
2. Cir No.CRP/PER/IRPM/I/251/3232, dated 13.09.2014
3. Cir No.CRP/PER/C/06/2928, dated 30.09.2009

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Of late instances have been reported at Dispensaries and Area Hospitals that other than dependants are coming for medical treatment in the guise of employees and their dependants which causing ambiguity in identifying the authenticity of employees and their dependants and thereby resulting delay in extending medical facilities to the genuine employees. It is further observed that due to non-updation of eligibility flag of dependants in SAP, the medical treatment gets delayed in company hospitals including outside referrals.

The matter has been examined in detail and it has been decided to digitalize the medical records through Singareni Hospital Management System (sHMS) by way of collecting and uploading Aadhar details and Photographs of both on-roll employees and their dependants and not on-roll employees and their spouses to enable the medical authorities to identify the eligible and genuine patients with ease.

Therefore, it is hereby advised to take necessary action for collection of individual Photographs and Aadhars of employees and their dependants & ex-employees and their spouses of respective Mines/Depts and arrange to upload the same in the web application specifically designed for the purpose. While uploading the above data, it is requested to advise the concerned Sr.PO/Welfare Officer of Mines and OS/POA of Departments to ensure dependants names to be continued as per existing company records so as to continue to extend medical facilities to them in a smooth way. The Copies of individual photographs and Aadhar received from the employees shall be preserved in employee's personal files maintained in the office.

It is further advised to arrange update the dependants records in SAP/EPR with respect to the eligibility flag to get medical facilities timely.

The above job is to be completed on or before 15.10.2023 by providing necessary assistance to the concerned including that of providing clerical assistance.

Necessary action may be taken accordingly.

DIRECTOR(PA&W)

Cc to:

All Directors

GM(IT)/PM,ERP : With a request to arrange to develop suitable web application/ SAP integration for uploading data and photographs.

All Mines & Depts.,



cmpdi
A Mini Ratna Company



वसुधैव कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

सेन्ट्रल माईन प्लानिंग एण्ड डिजाईन इंस्टीट्यूट लिमिटेड
(कोल इण्डिया लिमिटेड की अनुबंधी कंपनी / भारत सरकार का एक लोक उपक्रम)
गोन्दवाना प्लेस, कान्हे रोड, रांची - 834031, झारखण्ड (भारत)
Central Mine Planning & Design Institute Limited
(A Subsidiary of Coal India Limited / Public Sector Undertaking of Govt. of India)
Gondwana Place, Kanke Road, Ranchi - 834031, Jharkhand (India)
Corporate Identity Number - U14292JH1975GO1001223

No. CMPDI/HQ/E- 114262L

Date: 09.01.2023

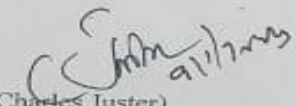
NOTICE

This is to inform all the ex-employees (executives & non-executives) of CMPDIL that it has been decided to provide new medical card (in the format of smart card) with photographs of self, spouse and nominee embedded on it by replacing the current one.

In order to facilitate preparation of the new card, the following documents are required:

1. Photographs of self, spouse and nominee in JPEG format
2. Scanned signature of self, spouse and nominee in JPEG format
3. Scanned copy of the medical card already issued
4. Date of appointment
5. PAN number, Aadhaar number, Email ID
6. Whether spouse is already working in CIL/Subsidiary (if yes, details)

All the ex-employees are requested to please submit the above documents through email to seniorcitizen.cmpdil@coalindia.in. They can also submit the documents in person to the office of the GM (P&A) on any working day.


(Charles Juster)
General Manager (P&A)

Distribution :

1. All the GMs/HODs, CMPDI HQ, Ranchi
2. All the Regional Directors, CMPDIL
3. The GM (ICT), CMPDI HQ, Ranchi : for publication in CMPDIL website.

Copy to :

1. The CMD, CMPDI, Ranchi.
2. The Director (T/RD&T)/Director (T/CRD)/Director (T/ES)/Director (T/P&D), CMPDI, Ranchi.



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