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MINUTES OF THE MEETING WITH SYSTEM INTEGRATOR (SI) ON THE IMPLEMENTATION OF CCTNS PROJECT HELD ON 21st Nov, 2013 .

Present:

1. Shri B.R.Rana, IPS, Inspector General of Police (CID), Meghalaya, Shillong.
2. Shri D.N. Jyrwa, SP (SCRB), Meghalaya, Shillong
3. Shri Sanjay Mishra, Head Customer Services (ER), CMC Ltd.
4. Shri Dayaldas Vuppulury, regional SBU head (SI), CMC
5. Shri Samir Pradhan, Project Manager, SI, CCTNS Project
6. Shri P.P. Das, SI, CCTNS Project
7. Shri Pradeep Kumar, SI, CCTNS Project
8. Shri Arif Anwar, SI, CCTNS Project
9. Shri Shashank Kumar, SI, CCTNS Project
10. Shri Saurav Raj, SPMU, CCTNS Project

Agenda

1. To monitor progress made on implementation of CCTNS Project in Meghalaya
2. Other pressing issues of the Project Implementation

SP (SCRB) welcomed all the members present in the hall. Agenda points were circulated among the members.

Points discussed:

1. Shri Sanjay Mishra was informed that due to absence of Project Manager w.e.f July, 2013 has adversely affected CCTNS Project implementation and System Integrator (SI) was asked to deploy Project Manager as per contract agreement. Shri Sanjay Mishra said that Sh. Samir Pradhan would be assisted by Shri. P. P. Das and will station at site in PHQ till project completion.
2. The matter of sluggish progress on digitization was also brought to the notice of SI. It was observed that in-spite of the repeated reminders from SPMU, the works of digitization is not being carried in other districts of Meghalaya, except doing the same in East Khasi Hills only.

Shri Sanjay Mishra instructed Sh. Arif Anwar to deploy two more digitisation teams at Nongpoh & Jowai immediately. The same teams will move to other districts once the work is finished in these 3 districts, Sh. Anwar was further instructed to submit his

detailed programmes regarding deploying new teams, date of commencement & probable completion date at the earliest.

(Action: SI)

Regarding digitisation of 27 Non – FIR records, it has been decided that digitization is required to be done for the 10 registers which are present in CAS and further customization (front end and back end) wherever needed is to be performed by SI. For the remaining 17 registers which are not present in CAS, digitization is not required to be done.

(Action: SI)

- 3. In connection with release of CAS STQC certified version, it was decided that SI should immediately depute two teams for the installation of CAS offline in all the 96 sites. During installation, SI should also ensure that all other parameters like site preparation, hardware installation, networking, training of police personnel etc are taken care of.

(Action: SI)

Regarding CIPA sites, Sh. Sanjay Mishra informed that earthing is not done in any of the CIPA sites. SP (SCRB) asked. SI to prepare cost estimate for all CIPA sites where site preparation has not been carried out.

- 4. It was brought to the notice of SI that CAT 6 cables were not properly tagged. SI gave assurance that proper naming convention of patch cord will be provided urgently in order to avoid confusion.

(Action: SI)

Regarding Shella PS, SI was asked to re-do site preparation at the ground floor as decided/identified earlier. It was found that site preparation was done in other room. Similarly, at Nongstoin CO, SI was asked to shift one PC and one UPS to the Circle office room as identified during Joint inspection on 19-11-2013. These items were wrongly installed in the bedroom of Circle Inspector.

(Action: SI)

5. SP, SCRB asked SI for setting of CCTNS Helpdesk as well as to ensure that following details of helpdesk are circulated to all the concerned officers and site-in-charges of Meghalaya Police:-
- (i) Helpdesk (either Toll free Number or landline no) along with email:ID.
 - (ii) Name of contact person.

Sh Sanjay Mishra assured that the above said helpdesk details will be created very soon. He also suggested that Help Desk number of Kolkata office may also be provided as secondary number which can be used in case of failure of the primary one.

(Action: SI)

6. SPMU stated that the quality of training being imparted by System Integrator (SI) needs to be improved. IGP, CID added that even training materials have to be distributed to trainees.

Shri Shashank Kumar, Training Co-ordinator SI was asked to prepare training assessment report & subsequently make training programme in consultation with SPMU to get efficacious result out of the training programmes.

(Action: SI)

Shri Sanjay Mishra said that attendance in training is poor which has increased the number of batches. Shri. Mishra also added that conducting additional nos of batches, extra cost will be required to be paid by the state.

7. SI asked State for the list of key persons at each site for smooth coordination. SI also suggested that sticker showing DO'S and DONT'S on operating the CCTNS machines etc. for guidance of police officers.

(Action: SI / State)

8. SI was asked to introduce Network Monitoring System (NMS) for all 96 sites in order to monitor connectivity status. In case of any 'Fault Finding', through NMS the same should immediately be registered in name of the concerned networking agencies (viz BSNL/SWAN) for necessary rectification.

(Action: SI)

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9. Chairman asked SI to prepare plan for handholding resources for all 39 Police Stations and to deploy them at sites as soon as it is required.

(Action: SI)

10. Regarding Citizen Service Portal, SI was asked to submit their test report at the earliest.

(Action: SI)

11. IGP (CID) in his concluding remarks asked Shri Sanjay Mishra to monitor and supervise the project implementation very closely and also that teams including the Project Manager should be deployed. He also said that long absence of Project Manager has adversely affected the project.



(D.N.Jyrwa)
Superintendent of Police, SCRB
Meghalaya, Shillong



System Integrator for CCTNS Project
Meghalaya
(CMC Ltd)



SPMU for CCTNS Project
Meghalaya
(TCIL)

Memo No.S-290/Monthly_CCTNS/Review_Meeting/2010-13/185

Dated Shillong the 4th Dec, 2013.

Copy to :-

1. Shri P.J.P.Hanaman, IPS, Director General of Police, Meghalaya, Shillong & Chairman, SEC, CCTNS for kind information.
2. Shri S.K.Jain, IPS, Addl. Director General of Police, (CID) Meghalaya, Shillong and Nodal Officer CCTNS Project for kind information.
3. Shri B.R.Rana, IPS, Inspector General of Police (CID), Meghalaya, Shillong for favour of information.
4. Shri D.N.Jyrwa, Superintendent of Police, SCRB for information and necessary action.
5. Shri Sanjay Mishra, CMC Ltd, for information and necessary action.
6. Shri Samir Pradhan, Project Manager System Integrator for CCTNS Project, Meghalaya, Shillong for information and necessary action.
7. SPMU for CCTNS Project, Meghalaya, Shillong for information and necessary action
8. I/C CCTNS Cell for information and necessary action



Superintendent of Police, SCRB
Meghalaya, Shillong

190-200

Minutes of the review meeting on CCTNS Project held under the chairmanship of IGP (CID) on 8th Jan, 2014 in his chamber, Police Headquarters, Meghalaya

The following members were present in the meeting:

1. Shri B.R.Rana, IGP (CID), Meghalaya, Shillong – in Chair
2. Shri D.N. Jyrwa, SP (SCRB), Meghalaya, Shillong
3. Shri Arif Anwar, System Integrator for CCTNS Project, Meghalaya, Shillong
4. Shri Pradeep Kumar, System Integrator for CCTNS Project, Meghalaya, Shillong
5. Shri Santanu Saikia, Project Manager, SPMU for CCTNS Project, Meghalaya, Shillong
6. Shri Saurav Raj, SPMU for CCTNS Project, Meghalaya, Shillong

Agenda

1. To discuss pending issues including points discussed in last Nodal officers meeting held on 18-12-2013 in Delhi.
2. To monitor progress made on implementation of CCTNS project in Meghalaya.

Note

Please consult check list of ACTIONABLE POINTS with TARGET DATES at Page 8 and 9.

Inspector General of Police (CID), Shillong welcomed all the members present in the meeting.

Following Points were discussed and decisions were made:

1. At the outset IGP expressed his feeling of disconcert due to the absence of key persons of SI, like project manager & Training co-ordinator. He also enquired about them. Representative of SI informed that they are at Kolkata.
Chairman instructed SP (SCRB) to write a letter to CMC Ltd., Kolkata about the absence of their key-person in the meeting.

(Action: State)

2. Chairman asked the SPMU to brief about the main points of the Nodal Officers' meeting on 18th Dec 13 at New Delhi.
Accordingly, SPMU briefed the main agenda and informed that points/issues raised in the last Nodal officers meeting held on 18-12-2013 in Delhi are to be discussed.
In connection with installation of new version of CAS and its testing procedure, the excerpts of the MoM read/mentioned as below:-
"Nodal officer informed that the version 2.4.8 has to be installed manually at each site. BSNL is only providing ping tests and SI has to physically visit each site.

BSNL is only providing ping tests and SI has to physically visit each site for LAN/WAN IP settings and do the ping test from the site to SDC"

In reply, SI informed that ping-test is not possible to carry-out from site to SDC. Due to security concern, SDC has not allowed to conduct such test (Site to SDC). IGP (CID), therefore instructed that MHA should immediately be informed that ping test from site to SDC is not possible to carry out.

Chairman further mentioned that whatever actions are to be taken up either by SI or SPMU should be noted properly. In this case Action Taken Report (ATR) should be maintained. **(Action: SI / State / SPMU)**

3. SPMU also brought to the notice the following excerpt from the MoM dated 18-12-2013 of Nodal Officers in Delhi

"JS (CS) suggested that Nodal officers should not wait for Apex Committee meeting for decisions relating to payments to SI / SPMU. Such decisions can be taken on file through Circulation."

Chairman informed that new advisory in connection with SI payment has already been approved in Apex committee meeting in Meghalaya and same has been sent to Home department for final-approval.

The SI invoices raised on the basis of new advisory has been put up and sent to Nodal-officers for approval & payment.

4. SPMU put the excerpts from the MoM dated 18-12-2013 of Nodal officers in Delhi as "MHA also suggested the Nodal officers to make the remaining 75% payment to BSNL for the sites already declared as commissioned, since 25% has already been paid at the centre."

Chairman wanted to know how many sites of BSNL are commissioned. SI informed that till-date 69 sites have been commissioned. SI further informed that 53 sites of BSNL are found to be ok.

Chairman further enquired about how many sites are still pending. SP (SCRB) informed that 13 VSAT locations are still to be connected /commissioned from BSNL side. Chairman instructed that BSNL can raise the bills for the all sites which have been thoroughly checked by SI/SPMU and also certified as commissioned. SP (SCRB) was asked to send a letter to BSNL asking those reports for all their commissioned sites. The report should includes PING tests, screenshots etc. Subsequently, payment would be made to BSNL on the basis of commissioning report of BSNL and SI. **(Action: State)**

5. SPMU put the excerpt from the MoM-dated 18-12-2013 of Nodal-officers in Delhi as below :-

"Nodal officers were informed that the type of connectivity will have to be as per the feasibility as suggested by BSNL"

In-connection to the above, SPMU explained that modes of connectivity's are decided in Meghalaya as per the feasibility of the site suggested by BSNL. Accordingly P2P & VPNoWimax connectivity's were withdrawn from some sites due to the non-feasibility of the site due to massive OFC cable cut and in lieu of it VSAT connectivity suggested.

6. In the meeting, Chairman informed that the Meghalaya cabinet has promulgated about the approval to amend GD entry rules of the Assam Police Manual for the effective implementation of the CCTNS for Meghalaya.
7. Regarding Last mile connectivity, Chairman enquired whether order has been placed to SI to take up the case on urgent basis. SP (SCRB) informed that order has been issued to SI accordingly.

Chairman further directed to SI that since the estimate has been sanctioned, the last mile connectivity works should be completed by 25th Jan 2014. **(Action: SI)**

8. Regarding Providing of VSAT connectivity in 13 locations chairman wanted to know whether letter has been issued to BSNL. SPMU mentioned that site-readiness for these 13 sites is to be done & confirmed before taking up the works of VSAT by BSNL. SPMU further brought the excerpts of Nodal-officers MoM dated 18-12-2013 as below:-

"On the issue of connectivity, the participants were appraised that the Ministry is in the process of finalising the VSAT for the initial 400 sites. The States/UTs are requested to complete the site readiness/Civil work as required by BSNL before delivery and installation of the VSAT equipments. The required Site preparation/civil works had already been mentioned in the MoA/SLA signed between State/UTs and respective BSNL circles.

In view of above, States/UTs were suggested to send a letter to MHA for seeking approval on utilization of the interest fund for the VSAT site preparation work"

In connection to the above, Chairman enquired about the site-readiness for VSAT locations. He also asked for taking immediate action for taking approval from MHA for the site preparation works.

SI mentioned that BSNL should be asked to submit the required plan and cost implication for installation of 13 VSAT-Connectivity.

SPMU interfered and informed that BSNL is not going to engage them for site readiness work as it is being clearly mentioned in the excerpts of Nodal-officers MoM dated 18-12-2013 as given above. BSNL may only give some guidelines in black and white. The actual works are to be done either by state or SI. So SI may be asked to prepare the actual work estimate on VSAT site readiness. **(Action: SI)**

SP (SCRB) suggested that actual works may be done for VSAT by the contractor to be engaged by BSNL and to assess how much cost is likely to be incurred. SP

(SCRB) further informed that a letter will be sent to BSNL in connection to VSAT issues.

Chairman further instructed that site readiness is to be prepared assuming the best technical aspects as per revised guidelines for CCTNS project.

SI was instructed to go through all 13 VSAT sites and to find out that the locations where site preparation has been done by them and can be declared as site ready for VSAT connection as per the guidelines provided by BSNL. And thereafter SI should assess / find-out the remaining sites where site readiness is required to be prepared keeping in view of the guidelines as provided by BSNL. SI was asked to give their detailed study report by next week, so that letter could be written to BSNL for the same.

SI was also asked to provide quotes / rates for completing site readiness works, wherever it is required. **(Action: SI)**

9. SPMU brought to the notice about the fact relating to migration for BSNL connectivity (proposed VSAT connection) to SWAN network for Amlarem PS.

Chairman instructed SI to look into the issue and confirm whether SWAN link could be provided to Amlarem PS from Amlarem CI as suggested by SPMU. **(Action: SI)**

In the case of Resubelpara CI, SI informed that Resubelpara CI has been shifted to Mendipathar, about 7 Km distance between them. VSAT is proposed at Mendipathar site, so it may be possible that Resubelpara CI is also to be connected on VSAT. Chairman directed SI to confirm the present situation of Resubelpara, as in this case one VSAT connection of Amlarem PS may be diverted to Resubelpara CI. SI was asked to submit their report by next week so that BSNL may be notified about the above changeover. **(Action: SI)**

10. Chairman enquired about what actions are taken up for the site preparation of 17 CIPA sites. SP (SCRB) informed that rates quoted by SI are on the higher side and so respective district SP's has been asked to provide the rates for site preparation job needed to be done at CIPA PS through local vendors. Subsequently, a comparative statement is to be prepared considering the rate of SI and of local vendors with respect to site preparation.

(Action: State)

SPMU suggested that rate of 2KVA UPS as per DGS&D is to be compared with rate provided by SI for the same. **(Action: State)**

As regard 10 CIPA sites, Chairman instructed that price for 2 KVA UPS is to be collected from DGS&D and the same should be compared with the rate quoted by SI. It may also be decided that if the rates of SI is found to be satisfactory and if there is 3 year AMC by SI, then SI may be asked to supply UPS for 10 CIPA sites.

Regarding other aspects of site preparation, thorough comparison to be made in the rates provided by local vendors and of SI and so LAN cabling, Electrical cabling, Earthing as needed for these sites can be done through local vendors subject to the approval by Nodal Officer, CCTNS. **(Action: State)**

11. In connection with Generator Set, Chairman enquired whether letter of additional fund approval of MHA has been provided to SI and if so, necessary actions to be taken up by SI for procurement and supply of the Gen-set to the sites.

Representative of SI expressed his unawareness about the development of Gen-set purchase. Chairman instructed to provide status for the same and the deadline for delivery of Gen Sets at all 39 Police Stations. **(Action: SI)**

12. Regarding latest status on Data Digitisation, SPMU informed that as per the advisory of MHA, whatever data is being digitised is to be 100% validated by Police officer before migration takes place.

Chairman instructed that Proof of Concept (POC) for data migration to be checked by a team comprising of:

- I. Representaive of State (Sh. Ananto Sangma / Sh. Andrew War)
- II. Representative of SPMU
- III. Representaive of SI

It was also instructed that at least 5% of total digitised data to be checked by the constituted team randomly before migration. **(Action: SI / SPMU / State)**

SPMU thereof suggested Data Migration Validation Strategy which would be in 2 steps:

Step 1: Comparing sample data migrated with respective data digitised.

Step 2: Comparing sample data migrated with original copy (hard copy) of respective data.

Chairman further enquired from SI that in how many districts the data digitisation work is in progress. SI informed that at present it is being carried out only in one district i.e. EKH and they are planning to start in other districts such as WGH and WKH.

Chairman mentioned that presently districts of Meghalaya are extended to 11 Nos instead of 7 in the past. Chairman therefore wanted that data digitisation works should be parallel in progress in all the 11 districts. **(Action: SI)**

Chairman further expressed that it is worrisome to note that data digitisation activity is going on in only 01 district in spite of repeated reminder to SI for starting digitisation activity in other districts.

SPMU recalled the meeting with Sh. Sanjay Mishra on 21st Nov 2013 where Sh. Mishra gave assurance that data digitisation would be started in other districts also and data digitisation team would be mobilised soon. But nothing has been taken up till the date and the work of digitisation is running in a very sluggish way. SPMU further requested that representative from the State Police for the validation of data digitised should be nominated. Chairman mentioned that officials to be nominated from each district who would represent State in this regards.

(Action: State)

SI asked about the boundary period for which data digitisation is to be done. Chairman directed that data digitisation period should start w.e.f. 01-01-2003 and cut off date to be 31-12-2013. Data entered from 01-01-2014 till final Go-live of project would be considered as current data and to be digitised by SI.

(Action: SI)

13. Chairman wanted to know about the status of Capacity Building. SP (SCRB) informed that CB will be resumed from coming Monday i.e. 13th Jan 2014, SP (SCRB) enquired from SI representative about the training coordinator of SI. SI representative informed that training coordinator is not keeping well and having check up in Kolkata. He would be joining from this Monday i.e. from the day of resume of training.

Chairman again expressed his feeling of embarrassment and mentioned that work progress will get procrastinated because of such disappearance of key persons from the work site. The absence of these persons often creates a situation of impasse since vital decisions are to be kept pending due to the other members not being able to crack the queries put to them.

(Action: SI)

14. Regarding Go-Live readiness of sites, SI informed that 71 sites are cleared for go live and as such no issue is being pending from their end. Out of these 71 sites, SI further informed that 62 sites are found to be OK in all respects where online registration of FIR can be started without any hindrance.

SPMU requested Chairman to advise whether site inspection in those 62 sites should be carried out and Go-live can be declared for those sites.

Chairman directed SPMU that site inspection to the above said 62 sites can be carried out on the basis of the information furnished by SI. He further mentioned that during the inspection, quality of the work done by SI should rigorously be checked again and again. Chairman also recalled his surprised site visit at the Khanapara PS and CI where connectivity performance was found to be in dismal condition.

(Action: SPMU)

15. SPMU informed that BSNL Modem / SWAN TP Link is not keeping in the power ON mode in most of the locations. This has come as a barrier to trace out connectivity status as well as to call to concern connectivity provider.

Chairman instructed SP (SCRB) to intimate the competent / concerned officers to keep modem in Power ON mode always. **(Action: State)**

16. SPMU informed that during the site visit by SI of 3 sites viz Mairang CI, Sohra CI and Williamnagar DTC, SI had to return without being able to do their job since these 3 sites were found to be locked from outside. Chairman informed that if such type of incident occurs in future, the visiting team should immediate coordinate with the concerned SP's of the respective districts. **(Action: SI)**

17. SPMU informed that in 01 site, network switch was found to be faulty. SI replied that the name of the site is Mawkyrwat and proper measure has been taken up to replace the faulty switch. **(Action: SI)**

18. SPMU brought to the notice that during various site visits and also during joint site visit with SP (SCRB), it was found that at each site there are 2 - 3 police officers who are IT enthusiast and desired to engage themselves with the CCTNS Project. In view of above, it may be suggested that a further list of such police officials from all 96 sites may be prepared and they must be trained or re-trained to the needs of CCTNS jobs who may prove versatile in future in running the project successfully.

Chairman responded affirmatively to the suggestion and instructed SP (SCRB) to find out at least 2-3 persons from each site for the purpose as mentioned above.

(Action: State)

19. Chairman asked about the 6th Module which has to be swapped by Grievance Redressal module and asked suggestions from members. CCTNS Cell representative suggested of having module of tracking different types of training being imparted and Police officers being trained.

Chairman further wanted to know about the status of additional modules in other States and on what specific matters other States are developing their modules.

SPMU informed that for providing information on the above queries, it will be required to do home works to collect information's on modules developing by other States. **(Action: SPMU)**

20. Chairman again pulled the matter on Cabinet approval of GD Entry rules for Meghalaya and anticipated that final target of CCTNS Project is now achievable as

GD entry was being the biggest barrier till date. Chairman asked SI to do their ground work as gazetted notification related to change in rule of GD entry may be coming by this month and so from 1st of next month i.e. 1st Feb 2014, GD entry may be done on daily basis as per CCTNS requirement. So to start registering of Online FIR from 1st Feb 2014, all activities related to final Go Live to be completed by 31st Jan 2014.

(Action: SI)

The meeting concluded with the thanks to the chair.

Next Review meeting – 16/01/2014

Summary of Actions to be taken by different Stakeholder in respect of the MoM points as mentioned above:

S No	Name / Details of the 'Actions'	MoM Point No.	Action by	Target Date
1	Letter to CMC Ltd., Kolkata (SI) about the absence of their key-person in the meeting.	01	State	11/01/2014
2	ATR for MoM of Nodal Officers dated 18 th Dec 2013	02	SI/SPMU	15/01/2014
3	PING test reports from SDC to CCTNS Sites	04	SI	15/01/2014
4	Letter to BSNL asking for their site commissioned reports including PING Test reports, Screenshots etc.	04	State	14/01/2014
5	Last Mile Connectivity for 18 SWAN Sites	07	SI	25/01/2014
6	Detailed Study report on 13 VSAT Sites	08	SI	15/01/2014
7	Comments on migration of VSAT to SWAN Network for Amlarem PS	09	SI	15/01/2014
8	Study and status of Resubelpara CI location and mode of connectivity to be provided to it	09	SI	15/01/2014
9	Asking of Rates from local vendors for CIPA sites	10	State	15/01/2014
10	Target dates for PO and delivery of Gensets	11	SI	-
11	POC for Data Migration	12	SI/State/SPMU	31/01/2014
12	Data digitization activity to be started in other districts	12	SI	15/01/2014
13	State Police official nomination for all districts for validation of data digitized in respective districts	12	State	15/01/2014
14	Inspection of 71 sites as confirmed by SI and to examine the Go-Live readiness	14	SPMU	-
15	Letter to intimate the competent / concerned officers to keep modem in Power ON mode always.	15	State	15/01/2014
16	Visit of Mairang CI, Sohra CI,	16	SI	15/01/2014

	Williamnagar DTC			
17	Replacement of Network Switch at 01 location	17	SI	15/01/2014
18	List of 2-3 police officers from all 96 sites for providing exhaustive CCTNS training	18	State	15/01/2014
19	Study for the requirement of 6 th Additional Module for State	19	SPMU	15/01/2014
20	To complete major activities in order to start Online registration of FIR from 1 st Feb 2014	20	SI/SPMU/State	31/01/2014


(D.N.Jyrwa)

Superintendent of Police, SCRB
Meghalaya, Shillong



(Samir Pradhan)
System Integrator for CCTNS Project
Meghalaya
(CMC Ltd)




(Shantunu Saikia)
SPMU for CCTNS Project
Meghalaya
(TCIL)

Memo No.S-290/Monthly CCTNS/Review Meeting/2010-13/190-200 Dated Shillong the 13th January, 2014.

Copy to :-

1. Shri W.M.S.Pariat, IAS, Chief Secretary to the Govt. of Meghalaya & Chairman State Apex Committee (SAC) for CCTNS Project Meghalaya, for favour of kind information.
2. Shri P.J.P.Hanaman, IPS, Director General of Police, Meghalaya & Chairman State Empowered Committee (SEC) for CCTNS Project Meghalaya for favour of kind information.
3. Shri S.K.Jain, IPS, Addl. Director General of Police, (CID) Meghalaya, Shillong and Nodal Officer CCTNS Project for kind information.
4. Shri D.N.Jyrwa, Superintendent of Police, SCRB for information and necessary action.
5. The Superintendent of Police (EKH/WKH/SWKH/RB/EJH/WJH/WGH/SWGH/EGH/NGH/SGH) for information and necessary action.
6. Shri Samir Pradhan, Project Manager System Integrator for CCTNS Project, Meghalaya, Shillong for information and necessary action.
7. Shri Shantunu Saikia, Project Manager SPMU for CCTNS Project, Meghalaya, Shillong for information and necessary action
8. I/C CCTNS Cell for information and necessary action


Superintendent of Police, SCRB
Meghalaya, Shillong

201-208

Minutes of the review meeting on CCTNS Project held under the chairmanship of IGP (CID) on 16th Jan, 2014 in his chamber, Police Headquarters, Meghalaya

The following members were present in the meeting:

1. Shri B.R.Rana, IGP (CID), Meghalaya, Shillong - in Chair
2. Shri D.N. Jyrwa, SP (SCRB), Meghalaya, Shillong
3. Shri P.P.Das, Dep. Project Manager, System Integrator for CCTNS Project, Meghalaya, Shillong
4. Shri Shashank Kumar, System Integrator for CCTNS Project, Meghalaya, Shillong
5. Shri Pradeep Kumar, System Integrator for CCTNS Project, Meghalaya, Shillong
6. Shri Santanu Saikia, Project Manager, SPMU for CCTNS Project, Meghalaya, Shillong
7. Shri Saurav Raj, SPMU for CCTNS Project, Meghalaya, Shillong

Agenda

1. To discuss / review the 'actionable points' for the meeting held on 08/01/2014 at the chamber of IGP (CID), PHQ, Meghalaya
2. To monitor progress made on implementation of CCTNS project in Meghalaya.

Inspector General of Police (CID), Shillong welcomed all the members present in the meeting.

At the outset, chairman wanted to know in details about the 'actionable points' as derived from the last meeting held on 08/01/2014.

Details of the discussion/actions taken are mentioned point wise in the below table:

Summary of Actions to be taken by different Stakeholder in respect of the MoM points as mentioned above:

S No	Name / Details of the 'Actions'	Action by	Previous Target Date	Actions Taken / Discussions made	New Target Date
1	Letter to CMC Ltd., Kolkata (SI) about the absence of their key-person in the meeting.	State	11/01/2014	SP (SCRB) informed that letter is already sent.	✓
2	ATR for MoM of Nodal Officers dated 18/12/13	SI/SPMU	15/01/2014	SI informed that action is taken as per MoM dated 18/12/2013	✓
3	PING test reports from SDC to CCTNS Sites	SI	15/01/2014	SI informed that consolidated report on PING test will be submitted soon. SI further informed that User ID and LAN IP provided by BSNL is not mapped and so CAS online is not	22/01/2014

				accessible. SI was asked to meet BSNL officials and rectify the same	
4	Letter to BSNL asking for their site commissioned reports including PING Test reports, Screenshots etc.	State	14/01/2014	SP (SCRB) informed that letter has been sent.	✓
5	Last Mile Connectivity for 18 SWAN Sites	SI	25/01/2014	SI informed that work order has been given to vendor and likely to be started from 20/01/2014.	31/01/2014
6	Detailed Study report on 13 VSAT Sites	SI	15/01/2014	SPMU informed that 11 sites are ready out of 13 VSAT sites for installation of VSAT equipments. Study of VSAT sites and Actions to be taken is submitted below as per Ann – 'A'.	✓
7	Comments on migration of VSAT to SWAN Network for Amlarem PS	SI	15/01/2014	SP (SCRB) informed that letter sent to DIT for necessary approval.	✓
8	Study and status of Resubelpara CI location and mode of connectivity to be provided to it	SI	15/01/2014	SI confirmed that VSAT is to be provided at Resubelpara CI.	✓
9	Asking of Rates from local vendors for CIPA sites	State	15/01/2014	SP (SCRB) informed that rates will be provided by 20/01/2014	20/01/2014
10	Target dates for PO and delivery of Gensets	SI	-	SI informed that they are in process of procuring Gensets as per the rate approved. However, target date for the same will be provided by 20/01/2014.	✓
11	POC for Data Migration	SI/State/SPMU	31/01/2014	SPMU informed that POC to be started from next week.	31/01/2014
12	Data digitization activity to be started in other districts	SI	15/01/2014	SI informed that data digitization at Nongpoh will be started from 20/01/2014	20/01/2014
13	State Police official nomination for all districts for validation of data digitized in respective districts	State	15/01/2014	Chairman instructed SP (SCRB) to send letter to all District SsP to nominate officers/policeman for validation of data digitized. SPMU informed that validation should be done by police officers as per the advisory of MHA.	20/01/2014
14	Inspection of 71 sites as confirmed by SI and to examine the Go-Live	SPMU	-	SPMU informed that site inspection plan will be submitted shortly.	20/01/2014

	readiness				
15	Letter to intimate the competent / concerned officers to keep modem in Power ON mode always.	State	15/01/2014	SP (SCRB) informed that WT has been sent to Thana people for the same. SI mentioned that any other problem related to CCTNS should also be conveyed.	✓
16	Visit of Mairang CI, Sohra CI, Williamnagar DTC	SI	15/01/2014	SI informed that Mairnag CI and Williamnagar DTC is left.	24/01/2014
17	Replacement of Network Switch at 01 location	SI	15/01/2014	SI informed that faulty switch will be replaced.	24/01/2014
18	List of 2-3 police officers from all 96 sites for providing exhaustive CCTNS training	State	15/01/2014	SP (SCRB) informed that it is required to prepare the list of persons to be engaged for training. Compiling of list to be done by 21/01/2014	21/01/2014
19	Study for the requirement of 6 th Additional Module for State	SPMU	15/01/2014	SPMU briefed about the HR Management Module / MIS system as 6 th Additional Module at SP / DHQ office. Chairman informed that details of the other modules may be accepted subject to the approval from DG, Meghalaya	✓
20	Letter to BSNL to carry out site survey and installation of equipments at 11 VSAT sites	State	-	SPMU informed that 11 sites out of 13 sites are ready and so BSNL can start their survey work and installation of VSAT equipment (study of VSAT sites submitted as per Ann -'A').	21/01/2014
21	Training Assessment Report	SI	-	Training Coordinator to prepare in view of all trainings conducted	20/01/2014
22	Rates for Site preparation work for Mendipathar PS and labour cost for Resubelpara CI	SI	-	Point no. 3 as mentioned below	22/01/2014
22	To complete major activities in order to start Online registration of FIR from 1 st Feb 2014	SI/SPMU /State	31/01/2014	Chairman directed that activities should be continued so that online registration of FIR may be started w.e.f. 1 st Feb 2014	31/01/2014

In addition to the above, following points were discussed:

1. Chairman enquired to know whether data digitisation works is started in other districts.
SI informed that Data Digitisation will be started only at Nongpoh from Monday i.e. 20/01/2014.

(Action: SI)

2. In-connection with Capacity Building, Chairman directed Training Coordinator to submit Assessment Report on training conducted/given so far. Training Coordinator informed that Assessment Report will be submitted by 20/01/2014.

(Action: SI)

Training Coordinator further informed that attendance in training batches in Tura and Shillong are very poor.

Chairman instructed SP (SCRB) to write letters to the concerned authorities to take necessary measures to sort out the problems.

3. In connection with taking up the works of site preparation for VSAT sites of Mendipathar PS and Resubelpara CI (new location). SI informed that Site Preparation has already been carried out on Resubelpara CI and now the site has been shifted to Mendipathar. SI was asked to provide the rates related to labour cost for completion of site preparation job at new Resubelpara CI with the same materials as used previously. SI was also asked to provide more competitive and minimum rate for carrying out site preparation work at Mendipathar PS (CIPA Site).

(Action: SI)

4. Chairman informed that the next meeting will be held on 23/01/2014.

VSAT Site Readiness Report for 13 VSAT Connections: (Ann – 'A')

S No	Location	Site	Installation of PC & LAN Wiring done.	Availability of Earthing	Availability of UPS Power Supply	Site Ready (Yes / No) as per the checklist point 3 (c) of BSNL guidelines for VSAT's
1	Mawryngkneng PS	NON-CIPA	YES	YES	YES	YES
2	Amlarem PS (to be shifted to SWAN)	NON-CIPA	YES	YES	YES	NOT APPLICABLE
3	Saipung PS	NON-CIPA	YES	YES	YES	YES
4	Dawki PS	NON-CIPA	YES	YES	YES	YES
5	Shella PS	NON-CIPA	YES	YES	YES	YES
6	Ranikor PS	NON-CIPA	YES	YES	YES	YES
7	Khanapara PS	NON-CIPA	YES	YES	YES	YES
8	Khanapara CO	NON-CIPA	YES	YES	YES	YES
9	Resubelpara SDPO	NON-CIPA	YES	YES	YES	YES
10	Mendipathar PS	CIPA	NO	NO	NO	NO
11	Chokpot PS	NON-CIPA	YES	YES	YES	YES
12	Rongjeng PS	NON-CIPA	YES	YES	YES	YES
13	Nongalbibra CO	NON-CIPA	YES	YES	YES	YES
14	Resubelpara CO (in lieu of Amlarem PS)	NON-CIPA	NO	NO	NO	NO

Note:

- The Check points for Site Readiness for VSAT sites is mentioned at point no 3 (c) of guidelines provided by BSNL for VSAT Connection.
- Out of 13 VSAT sites, 11 sites can be declared as SITE READY for installation of VSAT equipments and BSNL may be intimated for VSAT commissioning of these 11 sites.
- Mendipathar PS being CIPA site, Site Preparation / readiness yet to be done.
- It has been confirmed by State Police and SI that Amlarem PS can be provided connection on SWAN Network as Amlarem CI is connected on SWAN. Therefore, VSAT connection may not be provided to Amlarem PS.
- As confirmed by State/SI, Resubelpara CI has been shifted to Mendipathar. Hence, Site Preparation / Readiness yet to be done for new site of Resubelpara CI.
- As per SI report, site preparation has already been done at previous site of Resubelpara CI.

The meeting concluded with the thanks to the chair.

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17/01/14
Superintendent of Police, SCRB
Meghalaya, Shillong

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f
(Samir Pradhan)
System Integrator for CCTNS Project
Meghalaya
(CMC Ltd)

for
(Shantunu Saikia)
SPMU for CCTNS Project
Meghalaya
(TCIL)

Memo No.S-290/Monthly CCTNS/Review Meeting/2010-13/201 - 205 Dated Shillong the 17th January, 2014.

Copy to :-

1. Superintendent of Police, SCRB, Meghalaya, Shillong to the Govt of Meghalaya & Chairman State Empowered Cell (SEC), for CCTNS Project, Meghalaya, Shillong.
2. Superintendent of Police, SCRB, Meghalaya, Shillong to the Director General of Police, Meghalaya & Chairman State Empowered Cell (SEC), for CCTNS Project, Meghalaya, Shillong.
3. Shri S.K.Jain, IPS, Addl. Director General of Police, (CID) Meghalaya, Shillong and Nodal Officer CCTNS Project for kind information.
4. Shri D.N.Jyrwa, Superintendent of Police, SCRB for information and necessary action.
5. The Superintendent of Police (EKH/WKH/SWKH/RB/EJH/WJH/WGH/SWGH/EGH/NGH/SGH) for information and necessary action with a request to supervise CCTNS Project in their unit.
6. Shri Samir Pradhan, Project Manager System Integrator for CCTNS Project, Meghalaya, Shillong for information and necessary action.
7. Shri Shantunu Saikia, Project Manager SPMU for CCTNS Project, Meghalaya, Shillong for information and necessary action
8. I/C CCTNS Cell for information and necessary action

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17/01/14
Superintendent of Police, SCRB
Meghalaya, Shillong

3/2014

Minutes of the review meeting on CCTNS Project held under the chairmanship of IGP (CID) on 23rd Jan, 2014 in his chamber, Police Headquarters ,Meghalaya

The following members were present in the meeting:

1. Shri B.R.Rana, IGP (CID), Meghalaya, Shillong – in Chair
2. Shri D.N. Jyrwa, SP (SCRB), Meghalaya, Shillong
3. Shri Sameer Pardhan, Project Manager, System Integrator for CCTNS Project, Meghalaya, Shillong
4. Shri P.P.Das, Deputy Project Manager, System Integrator for CCTNS Project, Meghalaya, Shillong
5. Shri Pradeep Kumar, System Integrator for CCTNS Project, Meghalaya, Shillong
6. Shri Santanu Saikia, Project Manager, SPMU for CCTNS Project, Meghalaya, Shillong
7. Shri Manoj kumar, SPMU for CCTNS Project, Meghalaya, Shillong

Agenda

1. To discuss / review the 'actionable points' for the meeting held on 16/01/2014 at the chamber of IGP (CID), PHQ, Meghalaya
2. To monitor progress made on implementation of CCTNS project in Meghalaya.

Inspector General of Police (CID), Shillong welcomed all the members present in the meeting.

At the outset, chairman wanted to know in details about the 'actionable points' as derived from the last meeting held on 16/01/2014.

Details of the discussion/actions taken are mentioned point wise in the below table:

Summary of Actions to be taken by different Stakeholder in respect of the MoM points as mentioned above:

S No	Name / Details of the 'Actions'	Action by	Previous Target Date	Actions Taken / Discussions made	New Target Date ['✓' Indicates action taken]
1	Letter to CMC Ltd., Kolkata (SI) about the absence of their key-person in the meeting.	State	11/01/2014	SP (SCRB) informed that letter is already sent.	✓
2	ATR for MoM of Nodal Officers dated 18/12/13	SI/SPMU	15/01/2014	SI informed that action is taken as per MoM dated 18/12/2013	✓

3	PING test reports from SDC to CCTNS Sites	SI	15/01/2014	SI submitted the ping report and informed that in 60 sites out of 96 ping test found to be successful. As desired by IGP (CID) SPMU informed that the above 60 sites will thoroughly be checked during the joint Site Inspection. SI further informed that they will be arranging a meeting with BSNL team on 24 th Jan 2014 to carry out the ping test for the reaming sites.	
4	Letter to BSNL asking for their site commissioned reports including PING Test reports, Screenshots etc.	State	14/01/2014	SP (SCRB) informed that letter has been sent.	✓
5	Last Mile Connectivity for 18 SWAN Sites	SI	25/01/2014	SI informed that last mile connectivity on 6 sites has been done.	31/01/2014
6	Detailed Study report on 13 VSAT Sites	SI	15/01/2014	SPMU informed that 11 sites are ready out of 13 VSAT sites for installation of VSAT equipments. Study of VSAT sites and Actions to be taken is submitted below as per Ann – ' A'.	✓
7	Comments on migration of VSAT to SWAN Network for Amlarem PS	SI	15/01/2014	SP (SCRB) informed that letter sent to DIT for necessary approval.	✓
8	Study and status of Resubelpara CI location and mode of connectivity to be provided to it	SI	15/01/2014	SI confirmed that VSAT is to be provided at Resubelpara CI.	✓
9	Asking of Rates from local vendors for CIPA sites	State	15/01/2014	SP (SCRB) informed that rate from local vendors has been collected.	✓
10	Target dates for PO and delivery of Gensets	SI	-	SI informed that they are in process of procuring Gensets as per the rate approved. However, target date for the same will be provided by 20/01/2014.	✓
11	POC(Proof of Concept) for Data Migration	SI/State/SPMU	31/01/2014	SI informed that they are working on POC to demonstrate in offline environment. If result is found satisfactory to the customer, then SI will migrate data in to SDC.	31/01/2014

12	Data digitization activity to be started in other districts	SI	15/01/2014	SI informed that works on data digitization at Nongpoh has been started from today i.e. 23 rd Jan 2013. SI further informed that data digitization work will entirely be completed by March, 2014. They also requested that sufficient Records should be made available to carry out digitization so that their man power does not sit idle. SP (SCRB) assured that data will be provided accordingly.	31/03/2014
13	State Police official nomination for all districts for validation of data digitized in respective districts	State	15/01/2014	SP (SCRB) informed that letter has been sent.	✓
14	Inspection of 71 sites as confirmed by SI and to examine the Go-Live readiness	SPMU	-	SPMU submitted the inspection plan and informed that site inspection will be started w.e.f 27 th Jan 2014.	15/03/2014
15	Letter to intimate the competent / concerned officers to keep modem in Power ON mode always.	State	15/01/2014	SP (SCRB) informed that WT has been sent to Thana people for the same. SI mentioned that any other problem related to CCTNS should also be conveyed.	✓
16	Visit of Mairang CI, Sohra CI, Williamnagar DTC	SI	15/01/2014	SI informed that they could not visit Sohra CI and Williamnagar DTC since both the Sites are found locked. For Mairnag CI, SI informed that User Id was found to be not working.	Regarding Target date SI informed that same will be fixed after discussing with BSNL on 24 th Jan 2014.
17	Replacement of Network Switch at 01 location	SI	15/01/2014	SI informed that during the joint site inspection, faulty switch will be replaced.	10/02/2014
18	List of 2-3 police officers from all 96 sites for providing exhaustive CCTNS training	State	15/01/2014	SP (SCRB) informed that list of police officials has been received from Ri-Bhoi district only. IGP (CID) instructed SP (SCRB) to send reminders from where list of police officials has not been received till date.	

19	Study for the requirement of 6 th Additional Module for State	SPMU	15/01/2014	SPMU submitted detailed report on 6 th module which is about HR management/ MIS system. IGP (CID) mentioned that the said module is not connected with the work of CCTNS project. Therefore it will not be effective for PS. He further instructed SPMU to search for new modules which should be PS oriented.	
20	Letter to BSNL to carry out site survey and installation of equipments at 11 VSAT sites	State	-	Letter has been Sent.	✓
21	Training Assessment Report	SI	-	SI Submitted Training Assessment report.	✓
22	Rates for Site preparation work for Mendipathar PS and labour cost for Resubelpara CI	SI	-	SI informed that all work done for Resubelpara CI. For Mendipathar Ps which is a CIPA site, Site preparation will be done when works on CIPA sites will be taken up.	✓
23	To complete major activities in order to start Online registration of FIR from 1 st Feb 2014	SI/SPMU /State	31/01/2014	Chairman directed that activities should be continued so that online registration of FIR may be started w.e.f. 1 st Feb 2014	31/01/2014

In addition to the above, following points were discussed:

1. In connection with VSAT SI informed that the speed of VSAT is 64 kbps which may not be effective for the working of CAS Application. SI further mentioned that on trial basis performance of VAST in one site may be tested before connecting in all 13 VSAT locations. SP (SCRB) informed that One VSAT connectivity has been provided at NEHU. Therefore efficiency of NEHU location may be checked. SP (SCRB) informed that a joint visit be may done to assess the performance of VSAT connectivity at NEHU.

(Action: State/SPMU/SI)

2. In connection with Poor attendance in Capacity building training programs SP (SCRB) informed that prior nomination of the trainees should be made from concerned SPs. Based on sufficiency of trainees as per nomination, SI may be instructed to carry out Training program accordingly.

(Action: State)

3. In connection with Generator, SI informed that production of the approved model has been stopped by the company and they are not going to supply the same as agreed with them. IGP (CID) replied that issue of purchase of generator should be sorted out from the SI end at the earliest.

(Action: SI)

4. SI informed that ping could not be done from one site to another due to technical barrier from SWAN. IGP (CID) directed SP (SCRB) to send letter to DIT/SWAN to eradicate the barrier as mentioned by SI.

(Action: State)

5. SI informed that equipment for 12 VSAT sites has been brought by BSNL whereas approval for 13 VSAT sites has been accorded by MHA. Chairman directed SP (SCRB) to write a letter to BSNL for providing VSAT equipment as per MHA approval for 13 Sites.

(Action: State)

6. SI informed that in SWAN locations other sites like www.google.com etc. are found to be opened. IGP (CID) instructed SP (SCRB) that proper measure should be taken so that only CCTNS site gets open.

(Action: State)

7. Chairman informed that the next meeting will be held on 06/02/2014 @ 11:30AM in the office of IGP(CID).

The meeting concluded with the thanks to the chair.

(D.N.Jyrwa)
Superintendent of Police, SCRIB
Meghalaya, Shillong

(Samir Pradhan)
System Integrator for CCTNS Project
Meghalaya
(CMC Ltd)

(Shantunu Saikia)
SPMU for CCTNS Project
Meghalaya
(TCIL)

Memo No.S-290/Monthly CCTNS/Review Meeting/2010-13/206-210 Dated Shillong the 24th January, 2014.

Copy to :-

1. Shri P.J.P.Hanaman, IPS, Director General of Police, Meghalaya & Chairman State Empowered Committee (SEC) for CCTNS Project Meghalaya for favour of kind information.
2. Shri S.K.Jain, IPS, Addl. Director General of Police, (CID) Meghalaya, Shillong and Nodal Officer CCTNS Project for kind information.
3. Shri D.N.Jyrwa, Superintendent of Police, SCRIB for information and necessary action.
4. The Superintendent of Police (EKH/WKH/SWKH/RB/EJH/WJH/WGH/SWGH/EGH/NGH/SGH) for information and necessary action.
5. Shri Samir Pradhan, Project Manager System Integrator for CCTNS Project, Meghalaya, Shillong for information and necessary action.
6. Shri Shantunu Saikia, Project Manager SPMU for CCTNS Project, Meghalaya, Shillong for information and necessary action
7. I/C CCTNS Cell for information and necessary action

Superintendent of Police, SCRIB
Meghalaya, Shillong

Minutes of the review meeting on CCTNS Project held under the chairmanship of IGP (CID) on 07th Feb, 2014 in his chamber, Police Headquarters ,Meghalaya

The following members were present in the meeting:

1. Shri B.R.Rana, IGP (CID), Meghalaya, Shillong – in Chair
2. Shri D.N. Jyrwa, SP (SCRB), Meghalaya, Shillong
3. Shri Sameer Pardhan, Project Manager, System Integrator for CCTNS Project, Meghalaya, Shillong
4. Shri P.P.Das, Dep. Project Manager, System Integrator for CCTNS Project, Meghalaya, Shillong
5. Shri Arif Anwar, System Integrator for CCTNS Project, Meghalaya, Shillong
6. Shri Pradeep Kumar, System Integrator for CCTNS Project, Meghalaya, Shillong
7. Shri Santanu Saikia, Project Manager, SPMU for CCTNS Project, Meghalaya, Shillong
8. Shri Saurav Raj, SPMU for CCTNS Project, Meghalaya, Shillong

Agenda

1. To discuss / review the 'actionable points' for the meeting held on 23/01/2014 at the chamber of IGP (CID), PHQ, Meghalaya
2. To monitor progress made on implementation of CCTNS project in Meghalaya.

Inspector General of Police (CID), Shillong welcomed all the members present in the meeting.

At the outset, chairman wanted to know in details about the 'actionable points' as derived from the last meeting held on 23/01/2014.

Details of the discussion/actions taken are mentioned point wise in the below table:

S No	Name / Details of the 'Actions'	Action by	Previous Target Date	Actions Taken / Discussions made	New Target Date [✓ Indicates action taken]
1	ATR for MoM of Nodal Officers dated 18/12/13	SI/SPMU	15/01/2014	In connection with ATR (Action Taken Report), the guideline as per MOM dated 18/12/1013 was "Whatever actions are to be taken up either by SI or SPMU should be noted properly. In this case 'Action Taken Report' (ATR) should be maintained. IGP (CID) instructed that ATR-should be maintained with clear specifications and activity wise record should be kept.	✓

3	PING test reports from SDC to CCTNS Sites	SI	15/01/2014	SI informed that ping report along with screen shot to be submitted by them to SPMU/State where link/connectivity is found ok. SI also informed that (81) site is found ok.	15/02/2014
3	Letter to BSNL asking for their site commissioned reports including PING Test reports, Screenshots etc.	State	14/01/2014	SP (SCRB) informed that letter has been sent.	✓
4	Last Mile Connectivity for 18 SWAN Sites	SI	25/01/2014	Regarding last mile connectivity, SI informed that all the works is completed in the 18 locations.	✓
5	Detailed Study report on 13 VSAT Sites	SPMU	15/01/2014	SPMU informed that a demand note about Rs. 38 lacs on cost of the equipment is given by BSNL. IGP (CID) instructed SPMU to vet on the cost submitted by BSNL.	✓
6	Comments on migration of VSAT to SWAN Network for Amlarem PS	State	15/01/2014	In connection with Migration of VSAT to SWAN network for Amlarem PS, IGP instructed CCTNS cell to pursue the matter by visiting the SWAN office & meeting the concerned officers of SWAN.	✓
7	Asking of Rates from local vendors for CIPA sites	State	15/01/2014	Regarding rate for CIPA site, SP (SCRB) informed that letter has been sent to PHQ asking administrative approval for floating tender for site inspection in CIPA site. Similarly letter has been sent asking for additional fund for procuring 2KVA UPS-for CIPA site.	✓
8	Target dates for PO and delivery of Gensets	SI	-	SI informed that process for supply of Genset is in progress and same is expected to be delivered in Meghalaya by 15.03.2014	15/03/2014
9	POC for Data Migration	SI/State/SP MU	31/01/2014	In connection with POC for data migration SI, informed that same will be done by 24.02.2014.	24/02/2014
10	Data digitization activity to be started in other districts	SI	15/01/2014	SI informed that data digitization work is already started at Ribhoi district and they are also planning to start the same at Jowai district soon. IGP (CID) instructed to SP (SCRB) that instructions should be sent to the concerned SPs of the districts (Ribhoi & Jowai) so that proper-co-ordination is made towards carrying out of data-digitization without any problems.	31/03/2014

11	State Police official nomination for all districts for validation of data digitized in respective districts	State	15/01/2014	SP (SCRB) informed that necessary letter has been sent earlier. IGP (CID) further instructed that reminder should be sent accordingly.	✓
12	Inspection of 71 sites as confirmed by SI and to examine the Go-Live readiness	SPMU	-	SPMU informed that joint site inspection by a team comprising of SI, SPMU & State is in progress and about 14 sites are inspected as on 07.02.2014.	15/03/2014
13	Letter to intimate the competent / concerned officers to keep modem in Power ON mode always.	State	15/01/2014	SP (SCRB) informed that earlier WT was sent to all the Thana. IGP (CID) further instructed to SP (SCRB) that letter should be sent to all the concerned SPs as well as to police Station.	✓
14	Visit of Mairang CI, Sohra CI, Williamnagar DTC	SI	15/01/2014	SI informed that visit of Mairang is still pending for the checking of user ID-problem.	15/02/2014
15	Replacement of Network Switch at 01 location	SI	15/01/2014	SI informed that the work is done.	✓
16	List of 2-3 police officers from all 96 sites for providing exhaustive CCTNS training	State	15/01/2014	Earlier list of police officials received from Ribhoi-district only. IGP (CID) further instructed to send reminder again.	15/02/2014
17	Study for the requirement of 6 th Additional Module for State	State		In connection with introducing a new 6 th module and collecting necessary information on the module, Chairman mentioned that necessary instructions to all the SPs may be sent asking those queries like, need and requirement for another-module nature of which should exclusively fulfill the purposes of police station and CCTNS works.	15/02/2014
18	Letter to BSNL to carry out site survey and installation of equipments at 11 VSAT sites	State	-	It is informed by BSNL that site survey for 8-VSAT site has been completed.	✓
19	VSAT testing at NEHU	SI/SPMU/State	31/01/2014	NEHU campus was visited by SI/SPMU/State and report has been submitted.	✓

20	ICMP packets enabling by SWAN NO for PING test and access of only CAS online at SWAN sites	SI/SPMU	31/01/2014	SPMU & SI visited the SWAN-office on 04.02.2014 and met Sh. Nayan Moni Sarma, PM, MSWAN NO to discuss to solve the said problem. SI has been asked to submit report related to Tel Net for all 43 SWAN sites	15/02/2014
21	To complete major activities in order to start Online registration of FIR	SI/SPMU/State	31/01/2014	Chairman directed that activities should be continued so that online registration of FIR may be started w.e.f. 1 st Feb 2014	15/02/2014

In addition to above following matters were discussed at length as below:-

A. ON GD-ENTRY:

In connection with GD entry, Chairman Read-out a letter-sent by SP (SCRB) on 'Action Plan for GD entry' to be taken up by SI. Chairman instructed that necessary actions should be taken up immediately. SI informed that User-ID is provided only for East Khasi Hills. Chairman instructed SP (SCRB) to send letter to all the concerned SPs of the state to take urgent necessary action to solve the problems on User-ID. SPMU informed that GD entry should be done as per CAS-application. SPMU further informed that there is mismatching and confusion in respect of 'Date' while registering of FIR w.e.f. 01.01.2014 and subsequently entering of 'FIR in CAS' w.e.f. 01.02.2014. Chairman instructed that the matter may be sent to NCRB for advice to resolve the problem.

B. ON-DATA-DIGITIZATION:

In-connection with Data Digitization, Chairman wanted to know whether data digitized by SI has regularly been checked or not. SPMU informed that 5% of the total data digitized by SI are being regularly checked by SPMU. SPMU-further informed that minor errors like spelling mistake, omission of words or numbers etc. noted during the inspection. Chairman instructed that whatever errors noted should properly be recorded.

C. ON MODEM:

Regarding modem, Chairman instructed that letter should be sent to all the concerned SPs and OCs of the police station to keep the modem always in 'ON' mode. Chairman further informed that Feedback report from the police stations should be taken to know about the 'operation'.

D. ON SITE INSPECTION:

Regarding site inspection for Go-live readiness, SPMU informed that connectivity at two sites in Umiam were not found ok during their inspection on 06.02.2014, though same was found available in their past visit.

SI informed that connectivity problem arises due to the disconnection of the land phone by BSNL which is associated with the CCTNS works/connectivity line. The matter was immediately brought to the notice of BSNL and they informed that the land-phone was disconnected due to non-payment. However, when BSNL was apprised that the disconnected land-phone is associated with CCTNS project, BSNL henceforth informed that a list of telephone in Meghalaya which are directly associated with CCTNS connectivity should be provided to BSNL so that phone line may never be disturbed from BSNL side.

Chairman instructed that list of telephone nos connected with CCTNS project may be prepared and same should be submitted to BSNL for future course of action for not to disconnect the phone keeping in view the line is related to public works viz CCTNS works.

E. ON CB TRAINING:

In-connection with CB, a meeting was held at the Chamber of IGP (CID) on 06.02.2014. Dr. Arpita Mazumdar, Regional Head, CB, of CMC, Kolkata participated at the meeting and following suggestions were pointed out towards conducting efficacious training on trainees:-

- a) Since the attendance of trainees are always poor in spite of nomination from the state, it has been suggested that pattern of trainees should be tried to be changed. Real life work-situation of the trainees should be assessed before nomination for the training.
- b) Rigorous assessment and exercise on performance of the trainees be made to know what actually a trainee has learnt from the training given to them.
- c) To generate motivation among the trainees, incentives in the form of cash or gift may be awarded to the best performer of the trainees.

In line with the above context on conducting effective training, SPMU showed the recent guidelines by NCRB for maintaining quality in training as below:-

- (i) Nodal officer or District SP should assess the trainers employed by System Integrators before the training starts with regard to their competence and inclination for training function.
- (ii) Currently in many states, trainer himself is setting the question paper. Third party may prepare a question paper to evaluate the performance of the trainees at the end of each batch of training. Repeat exam should be conducted for those who failed in test.
- (iii) In the role based training, each trainee should enter complete details of at least one case.
- (iv) Refresher course of small duration may be conducted for persons who are already trained.

F. ON TECHNICAL-BARRIER:

In connection with Technical barrier and access of only CAS online at SWAN sites, SPMU & SI met Sh. Nayanmoni Sarma, PM, MSWAN NO and the issue was closed after discussion.

G. ON HAND-HOLDING STAFF :

SI wanted to know from the Chairman if Handholding persons can be deployed for the 6 site where go-live readiness inspection is successfully carried out. Chairman informed that Handholding person should be engaged after the FIR registration is successfully carried out.

Chairman in connection with GD Entry, further instructed state that CCTNS cell will compile the information from all the districts with regards to Govt. Notification dated 28th Jan, 2014 on GD Entry to be made on daily basis.

The meeting concluded with the thanks to the chair.

Next meeting will be held on 17/02/2014 @ 11:30AM



(D.N.Jyrwa)
Superintendent of Police, SCRB
Meghalaya, Shillong



(Samir Pradhan)
System Integrator for CCTNS Project
Meghalaya
(CMC Ltd)



(Shantunu Saikia)
SPMU for CCTNS Project
Meghalaya
(TCIL)