

**MINUTES OF THE MEETING HELD ON 8th MARCH, 2017 IN THE OFFICE CHAMBER OF SP, SCRB
AT 11:30 AM IN CONNECTION WITH THE POINTS WHICH HAVE BEEN DERIVED FROM CCTNS
REVIEW MEETING HELD DURING 13th TO 16th FEBRUARY, 2017 AT NCRB, NEW DELHI**

The members present in the meeting are the following:-

1. Shri D.N. Jyrwa, Superintendent of Police, SCRB, Meghalaya, Shillong. (**Chairperson**)
2. Shri Shajan Paul, MPS, Dy. S.P, CCTNS, Meghalaya, Shillong.
3. Shri Saurav Raj, Project Manager, SPMU, CCTNS Project, Meghalaya, Shillong.
4. Shri Saurav Malakar, System Integrator, CCTNS Project, Meghalaya, Shillong.
5. Shri Aiban Lyngdoh, SPMU, CCTNS Project, Meghalaya, Shillong.
6. Insp. A. Sangma, I/C CCTNS Cell, Meghalaya, Shillong.
7. Insp. N.R. Jyrwa, CCTNS Cell, Meghalaya, Shillong.
8. S.I. A. War, CCTNS, Cell, Meghalaya, Shillong.
9. S.I. R.C Lyngdoh CCTNS Cell, Meghalaya, Shillong.

Actions taken and proposed to be taken concerning the points raised in the Review meeting at NCRB, New Delhi (13-16 Feb 2017) are as follows:-

SI No.	AGENDA OF THE MEETING	STATUS & DEVELOPMENTS OF THE PROJECT	ACTIONS PROPOSED TO BE TAKEN																
1.	Fund released, Utilization, available with State Treasury and State Police.	<p>Funds Received till date - Rs. 10,69,84,849 + Rs. 30.15 lakhs (at State Treasury) = Rs. 10,99,84,864 Crores</p> <p>Total Utilization - Rs. 9, 39, 73, 412 Balance Fund – Rs1, 30, 13, 437 Interest Accrued – Rs20,51,367</p> <p>Balance / Unspent – Rs. 1,51,43,804</p> <p>Invoices for due of payment:</p> <table border="1"> <tr> <td>SI</td> <td>72.22 Lakhs</td> </tr> <tr> <td>SPMU</td> <td>63.3 Lakhs</td> </tr> <tr> <td>BSNL</td> <td>75.82 Lakhs</td> </tr> <tr> <td>Total</td> <td>2.14 Crores</td> </tr> </table> <p>Funds Spent on 3rd March 2017</p> <table border="1"> <tr> <td>SI</td> <td>29.70 Lakhs</td> </tr> <tr> <td>SPMU</td> <td>63.30 Lakhs</td> </tr> <tr> <td>BSNL</td> <td>73.79 Lakhs</td> </tr> <tr> <td>Total</td> <td>1.67 Crores</td> </tr> </table> <p>Net Balance – 1.51 (Aprox)</p>	SI	72.22 Lakhs	SPMU	63.3 Lakhs	BSNL	75.82 Lakhs	Total	2.14 Crores	SI	29.70 Lakhs	SPMU	63.30 Lakhs	BSNL	73.79 Lakhs	Total	1.67 Crores	<ul style="list-style-type: none"> • Rs 30.15 lakhs is yet to be released from State treasury to the Implementing agency. (Action: State) • Bills of SPMU and SI to be released by 31st March 2017 (Approx. value – 1.2 crores. Bills are under vetting (Action: State / SPMU) • Sanctioning of additional fund of Rs.43, 94,910 for DG sets and Rs. 12, 80,000 for PCR is yet to be realized. Reminder may be send to MHA / NCRB. (Action: State) • O&M sanctioned money for SI of Rs. 2.5 crores is to be sanctioned by MHA as per the Contract Agreement and the same to be transferred to state treasury. Requisition for the same may also be sent to MHA / NCRB. (Action: MHA/State) • Sanctioning of the additional digitization fund of Rs 28 lakhs by State is pending. State Govt. may be followed for additional fund in this regard. (Action: State)
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2.	CAS 4.5 rollout status	<ol style="list-style-type: none"> 1) Memory (RAM) and storage space of SDC servers under progress by State IT dept. 2) SI has initiated testing of final CAS V4.5 release in existing IT infra. 3) Memory (RAM) Upgrade of Client site desktops under progress by MLP – Procurement for the same has been done and installation in progress 4) SI is experiencing "JWS update" error while upgrading offline server and is awaiting solution from CAS helpdesk. Expected to receive solution soon. 	<ol style="list-style-type: none"> 1) 111 nos of Memory (RAM) Upgrade of Client site desktops done by MLP and handed over to SI for installation (Action: SI) 2) CAS 4.5 Roll Out at SDC done and for Police Stations in progress, expected to be completed by 10th Mar 17. (Action: SI) 3) Additional of Citizen Portal Services and Integration of Additional Modules in CAS 4.5 expected to be done by SI by 25th Mar 17. (Action: SI) 4) UAT for all services in CAS 4.5 expected to be completed by 31st Mar 17. (Action: State / SPMU) 																

			<p>5) Study is being done for State level Search and Police Level Search and how much time it is taking. The same will be shared once completed. (Action: SI / SPMU)</p> <p>6) All monitoring reports of CAS 4.5 is being studied and will be shared subsequently (Action: SI / SPMU)</p>
3.	No. of PS using CCTNS software	<p>1) 44 PS</p> <p>2) 4 PS expecting to use CAS at the earliest as appropriation of PC's done and configuring of Server and client PC in progress.</p>	<p>Since SI has refused to undertake the work for the newly inaugurated PS, a fresh NIT is being floated. In the meantime re-appropriation of Hardware from the existing sites is in progress for 4 New PS and expected to be completed with installation of CAS 4.5 by 20th Mar 17. (Action: SI)</p>
4.	No. of PS Filling 100% IIFs and reasons for not filling.	<p>1) 44 PS</p> <p>2) 4 PS expecting to use CAS at the earliest as appropriation of PC's done and configuring of Server and client PC in progress.</p>	<p>It is mentioned in MoM that as an added measure the state's DG can mandate that only outputs from the CCTNS system would be sent to Courts. It is hoped ultimately all IIFs would go to courts only in the form of print outs in the near future. (Action: State)</p> <p>Comparison for Crime in Data and CCTNS data is being done and the same will be shared for any gaps. (Action: State / SI / SPMU)</p>
5.	Filling/entering of all IIF forms in the CCTNS software.	IIF1, IIF2, IIF3, IIF4 & IIF5 are entered in Core Application Software CCTNS.	<p>Entry is in progress (Action: State)</p>
6.	PS Connectivity with State SDC	<p>1) 30 out of 39 connected through BSNL & SWAN network.</p> <p>2) Rest 9 PS are not connected (BSNL – 8 VSAT Site & SWAN – 1 site).</p> <p>3) BSNL has been asked to provide connectivity feasibility report for 4 New Police stations.</p>	<p>Letter to both BSNL and SWAN to provide connectivity feasibility report for the 10 new sites has been sent vide <i>Letter No. S-316/ CCTNS/ BSNL/ Connectivity/2013-16/Pt-II/ 494 Dt. 9th March, 2017</i> (Action: BSNL/State/IT)</p>
7.	Data Migration is completed, if not reasons. (Including CCIS & CIPA data Migration Status)	<p>1) Completed as per the counts mentioned in the contract for FIR & Non-FIR records.</p> <p>2) Only 17 out of 39 PS were using CIPA & CCIS systems prior to CCTNS. At the beginning, it was decided to migrate data for legacy data only as all 39 PS had them ready for the past 10 years.</p>	Completed
8.	Data Quality check procedure and status	<p>1) POC of IIF1 to IIF5 was successfully done by MLP for entering and migration</p> <p>2) 100% data validation performed by SI followed by;</p> <p>3) 5% data validation by SPMU and</p> <p>4) 100% data validation by State Police (MLP)</p>	<p>a) Comparison for Crime in Data and CCTNS data is being done and the same will be shared for any gaps. (Action: SI / SPMU)</p> <p>b) For data quality, SI and SPMU are in process to validate the data and provide feedback for all migrated data by 31st Mar 17. Comparison for Crime in Data and CCTNS data is being done and the same will be shared for any gaps. (Action: SI / SPMU)</p>

			<ul style="list-style-type: none"> Report have been shared with SI regarding the 1) Date of Birth and 2) last name error in CAS database, wherein SI enlighten that it is in the process of rectifying the mentioned errors. Comparison to be carried out to detect any major differences between Crime India data and State's CAS digitized data. <p style="text-align: right;">(Action: SI / SPMU)</p>
9.	Capacity Building/Training	Around 220 Participants are yet to be trained. (Delay in completion of training as remaining seats have been kept for buffer and for future purpose)	It was decided that nominated staff from respective PS and additional MPRO personnel are required to be enrolled for training in the coming future to address the manpower deficiency issue. (Action: State / SI)
10	Status of SDC and DRC	Working NKN to be ensured for SDC – DRC connectivity. (Action: State)	Reminder vide <i>Letter NO. S-348/CCTNS/DRC/2013-16/444 Dt. 9th March, 2017</i> was sent to DIT for proper maintenance of storage space at SDC. (Action State)
11	Data replication to NDC	Working and regularly monitored by Central network team of NCRB	Done
12	Services offered to Citizen through Portal	<ol style="list-style-type: none"> 1) Information to Police. 2) Complaint Register. 3) FIR search. 	<p>According to NCRB, the services being offered through portal are complaint filling, Status of complaint, obtaining copy of FIR, details of arrested persons/wanted criminals, details of missing /kidnapped persons and matching with arrested , unidentified dead bodies, details of stolen /recovered arms, vehicles and other properties, submission of requests for issues /renewable of licences and various NOCs, verification for service /employment, domestic help, passport etc, to show information to citizens and enabling to download request forms.</p> <p>Other services (including above) expected to be rolled out by end of March, 17.</p> <p style="text-align: right;">(Action: SI)</p> <p>SI is in the process of testing and making the additional services go live before the stipulated time.</p> <p style="text-align: right;">(Action: SI)</p>
13.	Sharing of Latitude, Longitude of PS with the NCRB	The same has been shared with State Police/NCRB vide email dated 10 th Jan 2017.	Done
14.	Third party audit of CCTNS project in the State/UT.	A letter has been written to DIT for the same. Reply is awaited. Expected to be completed by 15 th Apr 2017.	Reply is awaited.
15.	Status of IT Cadre	Proposal for creation of posts under CCTNS has been submitted to State Government. However, Radio Operators have been deployed to all Police Stations for CCTNS works.	Reply is awaited.

16.	Exit Management Plan of SPMU	Submitted and approved by State Police.	Done
17.	Integration of Mobile Applications	SI has been asked to do the same and has been confirmed by SI that this will be taken care once CAS V4.5 is finally rolled out.	SI intimated that it will be analyzed and necessary steps will be taken after the release of CAS 4.5. (Action SI)
18.	Good Practices in implementation of CCTNS	Radio Operators with 1 month of extensive CCTNS training has been deployed to all Police Stations for CCTNS works. State Police personnel (CCTNS Cell), dedicated for CCTNS Project, do constant monitoring of each PS for 100% FIR entry in the system. This is done for all PS and even the remotest PS of the state on regular basis.	
19.	VC with field formations	It was suggested to conduct regular monthly VCs with the district SPs, Dy. SP level, and head constable level on monthly basis. DG may also be requested to join and give their directions. It was also suggested that DSR through CCTNS should be sent to SP.	It was decided that coordination with NIC is to be initiated to get the VC feasibility report of all the district headquarters to realize the said objective. (Action State/NIC)

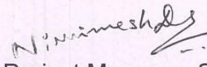
The meeting concluded with vote of thanks from the Chair.



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



Project Manager, SPMU
CCTNS Project
Meghalaya, Shillong



Project Manager, SI
CCTNS Project
Meghalaya, Shillong

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Memo No.S-290/ Monthly CCTNS/Review Meeting/2010-17/382-385 Dated: 14th March, 2017

Copy to:-

1. The Chief Secretary to the Govt. of Meghalaya & Chairman State Apex Committee, Meghalaya, Shillong for favour of kind information.
2. The Director General of Police & Chairman State Empowered Committee, Meghalaya, Shillong for favour of kind information.
3. The Additional Director General of Police (CID), Meghalaya, Shillong for favour of information.
4. The Additional Director General of Police (Hqr/Admin), Meghalaya, Shillong for favour of information.
5. The Commissioner & Secretary, I.T. Dept., Meghalaya, Shillong for favour of information.
6. The G.M.T.D BSNL, Meghalaya, Shillong for favour of information.
7. The Project Manager, SPMU, TCIL Ltd., CCTNS Project, Meghalaya, Shillong for information and necessary action.
8. The Project Manager, System Integrator, TCS Ltd., CCTNS Project, Meghalaya, Shillong for information and necessary action.



Superintendent of Police, SCRB
Meghalaya, Shillong