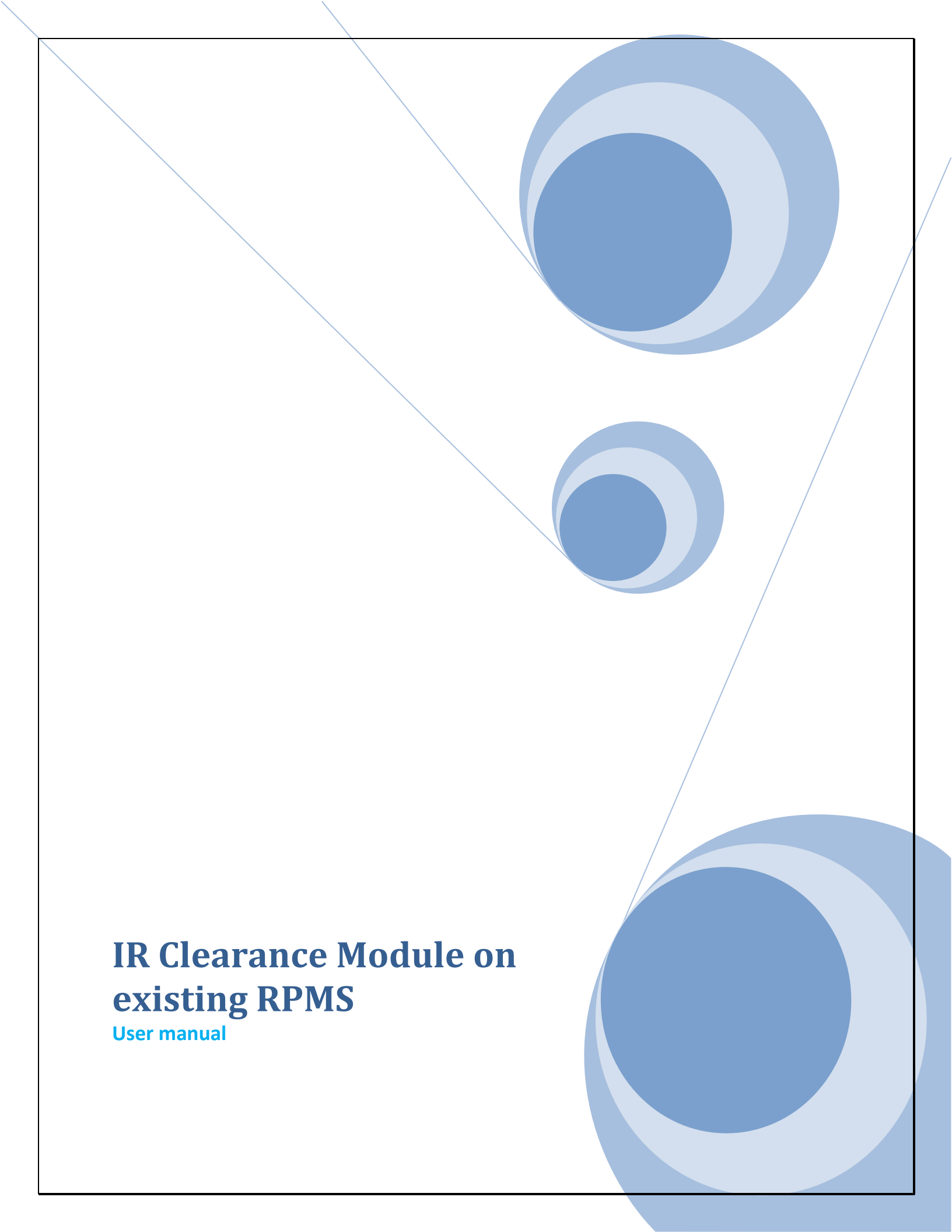


An abstract graphic featuring three blue circles of varying sizes. The largest circle is in the top right, a medium-sized one is in the center, and another large one is in the bottom right. Two thin, light blue diagonal lines cross the page: one from the top left to the middle of the right edge, and another from the top center to the bottom right corner.

IR Clearance Module on existing RPMS

User manual

IR CLEARANCE MODULE ON EXISTING RPMS

About Project

This project aims to automate the work of the manual IR Clearance System for Manpower Supply Contract of Bachel Complex.

Project Scope

Presently, User departments have to manually obtained IR Clearance for the respective manpower supply works from Personnel deptt./ IR Section before making final payment to the contractor. It is observed that while giving the IR clearance a lot of issue arises regarding wage payment & PF payment which creates delay in providing IR clearance.

As a part of system improvement and as a digital initiative with paperless efforts for addressing the delays arising out from the existing procedure, a software provision at User end as well as in IR section for checking the calculation of wage payment, PF, SRNPP, monthly attendance, etc. has been developed in place of manual efforts and the software has been provided with the facilities of applying/granting the IR Clearance through digital platform.

Existing System:

In the existing system, IR Clearance has been provided manually:

- All the details of the records are maintained manually
- Takes a lot of time to scrutinize the monthly wage Payments of the labor
- Takes a lot of time to scrutinize the monthly PF payments of the labor.
- Takes a lot of time for Bonus calculations.
- Difficulties in maintaining the leave records of the labor.

Proposed System:

- The proposed system maintains the information in the database.
- All the details of the records are maintained digitally(paperless).
- This system provides zero error in calculations.
- The system provides Real-time tracking in IR Clearance status.

Depending on the roles, system will be divided into 4 main modules

- Engineer Incharge Module

- Finance Manager Module
- IR Manager Module

1. Engineer Incharge Module - should allow Relationship Officers to

- View list of work orders under his supervision as EIC
- Assign Casual Leaves/OT/Night Shift to the contract labor based on their attendance
- To download wage reports
- Entering the payment/PF details of the contract labor
- Generate different reports like consolidated wage reports, consolidated bonus reports, etc.
- For sending the work orders to IR clearance.

- Generate Month end report to submit to finance department along with their bills

2. IR Manager Module should allow to

- Add/Update the wages rates
- Add/Update the PH details
- Add/Update/View Work order details
- View details of the monthly payments/PF records
- To provide/update the IR clearance status

1. Administrative Module - should allow administrators to

- View IR Cleared Work orders
- Bill payment to Contractors for IR Cleared Work orders
- Add /Update IR Clearance Status
- Generate different reports of IR Clearance

Login Page :

एन एम डी सी
एनएमडीसी लिमिटेड
NMDCLimited
Eco-Friendly Miners

REWARD POINTS MANAGEMENT SYSTEM(RPMS)

Login

User Name:

Password:

Log In

[FORGOT PASSWORD?](#)

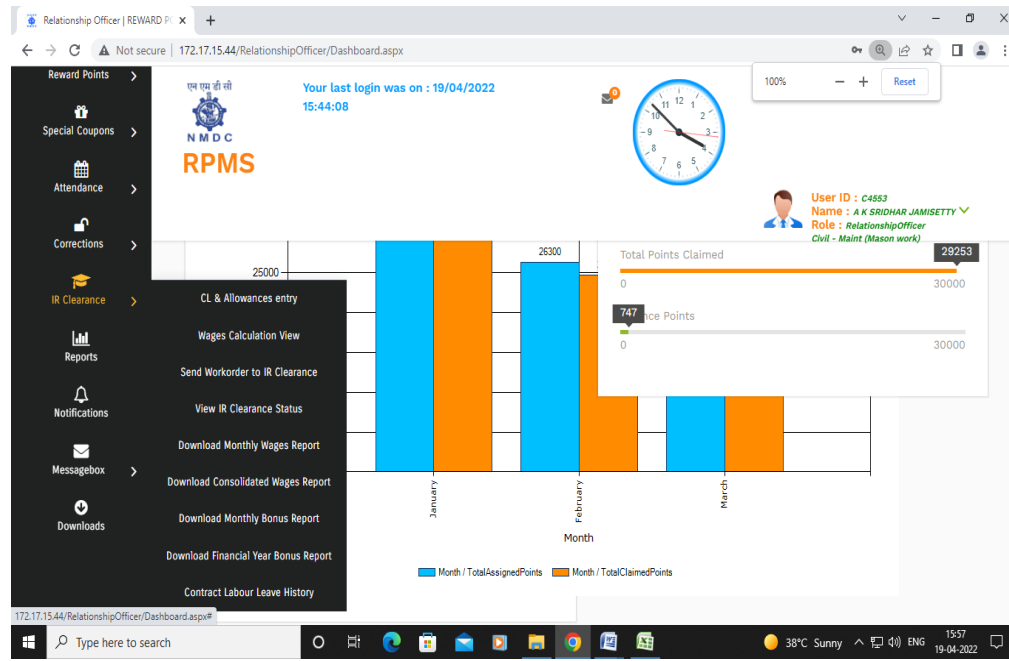
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- Enter Your Username and Password and Click on Login button.
- you will be redirected to corresponding Dashboard page based on your Role.
- If you forgot your password, Click on forgot password link to reset your password.

Engineer Incharge Module:

1)IR Clearance:

- After successful login, you will be redirected to Relationship Officer/Dashboard page as shown in Screenshot:1.



Screenshot No.:1

- Click on the IR Clearance Tab on the RPMS dashboard.
 - Select the "CL & Allowances entry" you will get the screen as shown in screenshot:2:

Relationship Officer | REWARD P... x

172.17.15.44/RelationshipOfficer/CL_Allowances_Entry.aspx

Not secure

Your last login was on : 19/04/2022 15:44:08

User ID : C4553
Name : A K SRIDHAR JAMISETTY ✓
Role : RelationshipOfficer
Civil - Maint (Mason work)

Note :

- 1) PH will be decared by Contracts department in January month every year.
- 2) PH will be given to contract labour only if he attends duty before and after PH day.
- 3) Contract labour CL is 8 days for calender year(Jan-Dec) irrespective of contract period as per rules,it is restricted through this system.
- 4) OT is given in days,for example if he works for 4 hrs as OT it is equalent to 8 hrs,then 1 day will be given as OT.
- 5) Night Shift Allowance is 70 rs per night.

For Month For Year

Type here to search

38°C Sunny 16:35 19-04-2022

Screenshot: 2

- Select the month & year from the scroll down and continue search, the user will get the screen as shown in screenshot No.3:

Relationship Officer | REWARD PI x +

Not secure | 172.17.15.44/RelationshipOfficer/CL_Allowances_Entry.aspx

Your last login was on : 19/04/2022 15:44:08

User ID : C4553
Name : A K SRIDHAR JAMISSETTY
Role : Relationship Officer
Civil - Maint (Mason work)

Eid	ContractLabourName	AadharNumber	FatherName	Gender	Skill Type	DOB	Total CL
2054	Arjun Telami	584719900049	Chamru Telami	Male	Unskilled	01/01/1988	0
2049	Ashok Kumar Karma	572022255796	Guddi Karma	Male	Unskilled	29/02/1996	0
2052	Bhima Barsa	697456970745	Jaggu Barsa	Male	Unskilled	01/01/1975	0
2051	Boti Karma	810669782249	Arjun Karma	Male	Unskilled	01/01/1993	0
2060	Dhanku	767026799600	Sukku	Male	Unskilled	01/01/1990	0
2055	Dilip Baghel	715122940375	Vinod Baghel	Male	Unskilled	11/03/1991	0
2056	Kumma Telami	707150794782	Boda Telami	Male	Unskilled	01/01/1970	0
2053	Motu Telami	770288772447	Sukman Telami	Male	Unskilled	01/01/1986	0
2058	Nabina	805759059331	Suldeb	Female	Unskilled	01/01/1976	0
2048	Naresh Markam	728180336150	Hidma	Male	Semiskilled	24/10/1987	0
2044	Paro Barsa	664029178190	Bija Barsa	Male	Skilled	11/03/1984	0
2047	Sharad Khura	652538683052	Ishwar Khura	Male	Semiskilled	01/01/1998	0
2045	Sukman Mandal	722293354476	Amal Mandal	Male	Unskilled	22/11/1994	0
2045	Suresh Bhaskar	411200922340	Hunga Bhaskar	Male	Unskilled	01/01/1995	0
2061	Unga	817662861799	Masa	Male	Unskilled	02/04/1995	0
2045	Yogeshwar Vishwakarma	742203898522	Lachhuram	Male	Skilled	07/07/1977	0

Screenshot: 3

- Click on the  on screenshot No.3 , EIC will get the screen as shown below in screenshot No.4

Relationship Officer | REWARD PI x +

Not secure | 172.17.15.44/RelationshipOfficer/CL_Allowances_Entry.aspx

Your last login was on : 19/04/2022 15:44:08

User ID : C4553
Name : A K SRIDHAR JAMISSETTY
Role : Relationship Officer
Civil - Maint (Mason work)

3) Contract labour CL is 8 days for calendar year(Jan-Dec) irrespective of contract period as per rule/IT is restricted through this system.
4) OT is given in days,for example if he works for 4 hrs as OT it is equivalent to 8 hrs,then 1 day will be given as OT.
5) Night Shift Allowance is 70 rs per night.

For Month: Dec For Year: 2021

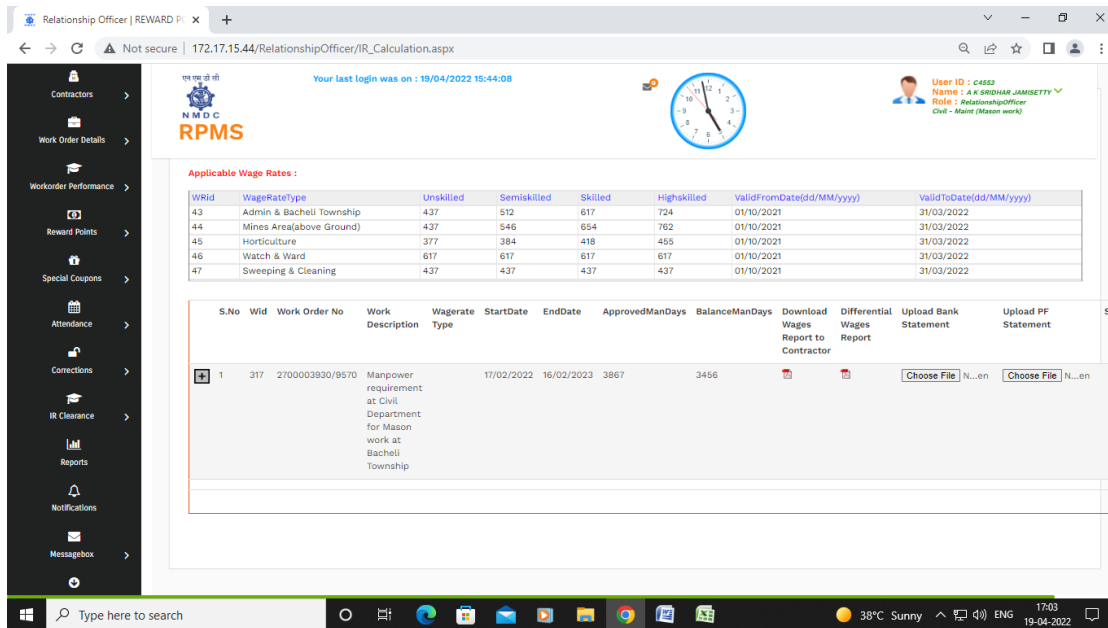
Eid	ContractLabourName	AadharNumber	FatherName	Gender	Skill Type	DOB	Total CL
2054	Arjun Telami	584719900049	Chamru Telami	Male	Unskilled	01/01/1988	0
219	2700000039/7405		Manpower requirement at Civil Department for Mason work at Bachel Township	Maaruti Enterprises	18		
2049	Ashok Kumar Karma	572022255796	Guddi Karma	Male	Unskilled	29/02/1996	0
219	2700000039/7405		Manpower requirement at Civil Department for Mason work at Bachel Township	Maaruti Enterprises	23		
2052	Bhima Barsa	697456970745	Jaggu Barsa	Male	Unskilled	01/01/1975	0
2051	Boti Karma	810669782249	Arjun Karma	Male	Unskilled	01/01/1993	0
2060	Dhanku	767026799600	Sukku	Male	Unskilled	01/01/1990	0
2055	Dilip Baghel	715122940375	Vinod Baghel	Male	Unskilled	11/03/1991	0
2056	Kumma Telami	707150794782	Boda Telami	Male	Unskilled	01/01/1970	0
2053	Motu Telami	770288772447	Sukman Telami	Male	Unskilled	01/01/1986	0
2058	Nabina	805759059331	Suldeb	Female	Unskilled	01/01/1976	0
2048	Naresh Markam	728180336150	Hidma	Male	Semiskilled	24/10/1987	0
2044	Paro Barsa	664029178190	Bija Barsa	Male	Skilled	11/03/1984	0
2047	Sharad Khura	652538683052	Ishwar Khura	Male	Semiskilled	01/01/1998	0

Screenshot No.4

- The EIC has to assign the No. of Casual Leaves, OT days and night shift days for each labor and ensure the availing of public holiday (working on before and after day of PH).
- The EIC has a provision for checking the leave status (remaining/availed CLs) before sanctioning the leaves to each contract labor.
- The system cannot allow more than 8 Nos. of CLs in a calendar year.

Click on "Save" button

2. Click on the IR Clearance Tab on the RPMS dashboard.
 - a) Select the "Wage Calculation View" and select the month and year against which he has assigned the attendance/ leave details. User will get the screen as shown below in screenshot No.5:
 - b) Click on the pdf in Download wage report to the contractor column as highlighted in the slide. The detailed wage report will be generated and the same has to be provided to the contractor for necessary action and compliance.



Relationship Officer | REWARD P... | 172.17.15.44/RelationshipOfficer/IR_Calculation.aspx

Your last login was on : 19/04/2022 15:44:08

User ID : C4522
Name : A K SRIDHAR JAMISSETTY
Role : RelationshipOfficer
Civil - Maint (Mason work)

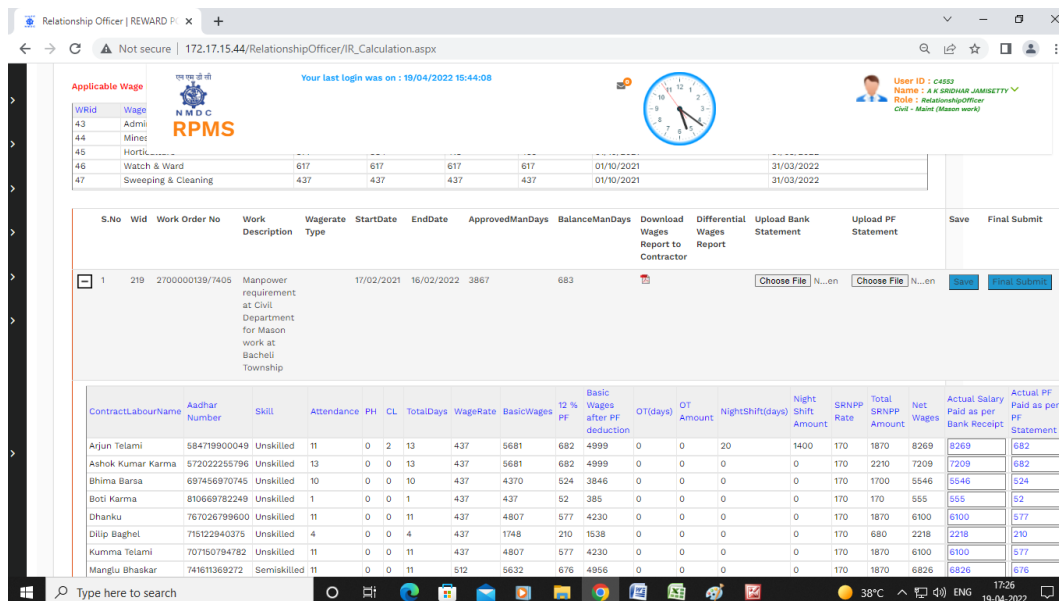
Applicable Wage Rates :

Wid	WageRateType	Unskilled	Semiskilled	Skilled	Highskilled	ValidFromDate(dd/MM/yyyy)	ValidToDate(dd/MM/yyyy)
43	Admin & Bacheli Township	437	512	617	724	01/10/2021	31/03/2022
44	Mines Area(above Ground)	437	545	654	762	01/10/2021	31/03/2022
45	Horticulture	377	384	418	455	01/10/2021	31/03/2022
46	Watch & Ward	617	617	617	617	01/10/2021	31/03/2022
47	Sweeping & Cleaning	437	437	437	437	01/10/2021	31/03/2022

S.No	Wid	Work Order No	Work Description	WageRate Type	StartDate	EndDate	ApprovedManDays	BalanceManDays	Download Wages Report to Contractor	Differential Wages Report	Upload Bank Statement	Upload PF Statement
1	317	2700003930/8570	Manpower requirement at Civil Department for Mason work at Bacheli Township		17/02/2022	16/02/2023	3867	3456			Choose File N...en	Choose File N...en

Screenshot No.5

- c) After getting the details along with the proofs in the form of statements, the EIC has to indicate the amounts in the columns as provided in the "Actual Salary Paid as per Bank Receipt" and "Actual PF Paid as per PF Statement" to each labour & upload the bank/PF statements and click on the save button. As shown in the screen shot No.6.



Relationship Officer | REWARD P... | 172.17.15.44/RelationshipOfficer/IR_Calculation.aspx

Your last login was on : 19/04/2022 15:44:08

User ID : C4522
Name : A K SRIDHAR JAMISSETTY
Role : RelationshipOfficer
Civil - Maint (Mason work)

Applicable Wage

Wid	Wage	Admin	Mines
43	Admin		
44	Mines		
45	Horticulture		
46	Watch & Ward		
47	Sweeping & Cleaning		

S.No	Wid	Work Order No	Work Description	WageRate Type	StartDate	EndDate	ApprovedManDays	BalanceManDays	Download Wages Report to Contractor	Differential Wages Report	Upload Bank Statement	Upload PF Statement	Save	Final Submit
1	219	2700000139/7405	Manpower requirement at Civil Department for Mason work at Bacheli Township		17/02/2021	16/02/2022	3867	683			Choose File N...en	Choose File N...en	Save	Final Submit

Contract/LabourName	Aadhar Number	Skill	Attendance	PH	CL	TotalDays	WageRate	BasicWages	12 % PF	Basic Wages after PF deduction	OT(days)	OT Amount	NightShift(days)	Night Shift Amount	SRNPP Rate	Total SRNPP Amount	Net Wages	Actual Salary Paid as per Bank Receipt	Actual PF Paid as per PF Statement
Arjun Telami	584719800049	Unskilled	11	0	2	13	437	5681	682	4999	0	0	20	1400	170	1870	8269	9269	682
Ashok Kumar Karma	572022255796	Unskilled	13	0	0	13	437	5681	682	4999	0	0	0	0	170	2210	7209	7209	682
Bhima Barsa	697456970745	Unskilled	10	0	0	10	437	4370	524	3846	0	0	0	0	170	1700	5546	5546	524
Boti Karma	810668782249	Unskilled	1	0	0	1	437	437	52	385	0	0	0	0	170	170	555	555	52
Dhanku	767026799600	Unskilled	11	0	0	11	437	4807	577	4230	0	0	0	0	170	1870	6100	6100	577
Dilip Bhaghet	715122940375	Unskilled	4	0	0	4	437	1748	210	1538	0	0	0	0	170	680	2218	2218	210
Kumma Telami	707150794782	Unskilled	11	0	0	11	437	4807	577	4230	0	0	0	0	170	1870	6100	6100	577
Manglu Bhaskar	741611369272	Semiskilled	11	0	0	11	512	5632	676	4956	0	0	0	0	170	1870	6826	6826	676

Screenshot No.6

- 15 MB for each has been provided to the bank statement column and PF statement attachment column.
 - A provision has been provided for if any wrong attachment has been made, the same has been replaced with new attachment.
 - Click on "Final Submit" after which the EIC has no option to change the data.
 - The report will be saved on the database and subsequently, it will be reflected to the login of IR Manager.
3. Click on the IR Clearance Tab on the RPMS dashboard
- Select the "Download Monthly Wage Report" option and select the work order No, month and year against which the entry has been made and generate the report. The generated report will be shown in screenshot NO.7
 - EIC has a provision to get the consolidated wage report for the total contract.



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NMDC

Department : Civil - Maint (Mason work)
Generated By : C4553 - A K SRIDHAR JAMISSETTY

Monthly Wages Report

Screenshot No.7

Work Order No : 2700003930/9570
Start Date(As Per WO) : 17/02/2022
Nature Of Work : Manpower requirement at Civil Department for Mason work at Bacheli Township

Contractor : Special Management Services
End Date(As Per WO) : 16/02/2023
Report for the month : Mar 2022
Generated On : 19/04/2022 17:58:16

S.No	Name	FatherName	Aadhar	Skill	Att	PH	CL	TotalDays	WageRate	Wages	PF	WagesafterPF	OT	OTAmount	NightShift	Nights	InfAmount	SRNPP	SRNPPAmount	NetWages	WagesActualPaid	PFActualPaid	WagesComplied	PF-Complied
1	Arjun Telami	Chamru Telami	584719900049	Unskilled	15	0	0	15	437	6555	787	5768	0	0	0	0	170	2550	8318	8318	787	Yes	Yes	
2	Ashok Kumar Karma	Guddi Karma	572022255796	Unskilled	23	0	0	23	437	10051	1206	8845	0	0	0	0	170	3910	12755	12755	1206	Yes	Yes	
3	Bhima Barsa	Jaggu Barsa	697456070745	Unskilled	18	0	0	18	437	7866	944	6922	0	0	0	0	170	3060	9982	9982	944	Yes	Yes	
4	Boti Karma	Arjun Karma	810669782249	Unskilled	19	0	0	19	437	8303	996	7307	0	0	0	0	170	3230	10537	10537	996	Yes	Yes	
5	Dhanku	Sukku	767026799600	Unskilled	11	0	2	13	437	5681	682	4999	2	874	2	140	170	1870	7883	7883	682	Yes	Yes	
6	Dilip Baghel	Vinod Baghel	715122940375	Unskilled	22	0	0	22	437	9614	1154	8460	0	0	0	0	170	3740	12200	12200	1154	Yes	Yes	
7	Kumma Telami	Boda Telami	707150794782	Unskilled	16	0	0	16	437	6992	839	6153	0	0	0	0	170	2720	8873	8873	839	Yes	Yes	
8	Hangu Bhaskar	Gota Bhaskar	741611369272	Semiskilled	22	0	0	22	512	11264	1352	9912	0	0	0	0	170	3740	13652	13652	1352	Yes	Yes	
9	Motu Telami	Sukman Telami	770288772447	Unskilled	20	0	0	20	437	8740	1049	7691	0	0	0	0	170	3400	11091	11091	1049	Yes	Yes	
10	Nabina	Sukdeb	805759059331	Unskilled	23	0	0	23	437	10051	1206	8845	0	0	0	0	170	3910	12755	12755	1206	Yes	Yes	
11	Narash Markam	Hidma	728180336150	Semiskilled	23	0	0	23	512	11776	1413	10363	0	0	0	0	170	3910	14273	14273	1413	Yes	Yes	
12	Sharan Khura	Ishwar Khura	652538683052	Semiskilled	22	0	0	22	512	11264	1352	9912	0	0	0	0	170	3740	13652	13652	1352	Yes	Yes	
13	Sukman Mandal	Amal Mandal	722293354476	Unskilled	13	0	0	13	437	5681	682	4999	0	0	0	0	170	2210	7209	7209	682	Yes	Yes	
14	Suresh Bhaskar	Hunga Bhaaskar	411200922340	Unskilled	22	0	0	22	437	9614	1154	8460	0	0	0	0	170	3740	12200	12200	1154	Yes	Yes	
15	Unga	Nasa	817662861799	Unskilled	18	0	0	18	437	7866	944	6922	0	0	0	0	170	3060	9982	9982	944	Yes	Yes	
16	Yogeshwar Vishwakarma	Lachhura	742203898522	Skilled	13	0	1	14	617	8638	1037	7601	1	617	1	70	170	2210	10498	10498	1037	Yes	Yes	
Total	16				300		3	303		139956	16797	123159	3	1491	3	210	2720	51000	175860	175860	16797	Yes	Yes	

This is to certify that the wage payment confirmation has been made from the contract labour.

Signature of Engineer InCharge

C4553 - A K SRIDHAR JAMISSETTY

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- The monthly wage report has to be certified by the EIC and submit the same to the Finance deptt. while forwarding for payment of RA bills.
- From the above statement the payable wage amount/payable PF amount can be compared with the actual paid wage/bonus amounts and the compliance status (if both are same then "Yes" will reflect on the wage compliance column of the report.

4. Click on the IR Clearance Tab on the RPMS dashboard
 - a) Select the "Download Monthly/Consolidated Bonus Report" option and select the work order No, month and year against which he has entered the data and generate the report. The generated report will be shown in screenshot No.8
 - b) EIC has a provision to get the consolidated bonus report for the total contract.

2021 - 2022 Financial Year Totals :

S.No	Name	FatherName	Aadhar	Skill	Attendance	Wages	BonusWages/ceiling(Max Rs.7000/-)	Bonus@8.33%	Bonus@20%	Eligible
1	Arjun Telami	Chamru Telami	584719900049	Unskilled	15	6555	6555	546	1311	No
2	Ashok Kumar Karma	Guddi Karma	572022255796	Unskilled	23	10051	7000	583	1400	No
3	Bhima Barsa	Jaggu Barsa	697456970745	Unskilled	18	7866	7000	583	1400	No
4	Boti Karma	Arjun Karma	810669782249	Unskilled	19	8303	7000	583	1400	No
5	Dhanku	Sukku	767026799600	Unskilled	13	5681	5681	473	1136	No
6	Dilip Baghel	Vinod Baghel	715122940375	Unskilled	22	9614	7000	583	1400	No
7	Kumma Telami	Boda Telami	707150794782	Unskilled	16	6992	6992	582	1398	No
8	Manglu Bhaskar	Gota Bhaskar	741611369272	Semiskilled	22	11264	7000	583	1400	No
9	Motu Telami	Sukman Telami	770288772447	Unskilled	20	8740	7000	583	1400	No
10	Nabina	Suldeb	805759059331	Unskilled	23	10051	7000	583	1400	No
11	Naresh Markam	Hidma	728180336150	Semiskilled	23	11776	7000	583	1400	No
12	Sherad Khura	Ishwar Khura	652538683052	Semiskilled	22	11264	7000	583	1400	No
13	Sukman Mandal	Amal Mandal	722293354476	Unskilled	13	5681	5681	473	1136	No
14	Suresh Bhaskar	Hunga Bhaaskar	411200922340	Unskilled	22	9614	7000	583	1400	No
15	Unga	Masa	817662861799	Unskilled	18	7866	7000	583	1400	No
16	Yogeshwar Vishwakarma	Lachhuram	742203898522	Skilled	14	8638	7000	583	1400	No
Total	16				303	139956	108909	9070	21781	

5. Click on the IR Clearance Tab on the RPMS dashboard
 - a) Select the "Contract Labour Leave History" option and select the Name or Father Name or Aadhaar No. and year and click on search. The complete data against each labour will be generated. The generated report will be shown in screenshot No.8

Not secure | 172.17.15.44/RelationshipOfficer/Contract_Labour_Leave_History.aspx

Your last login was on : 19/04/2022 15:44:08

RPMS

User ID : C4853
Name : A K SRIDHAR JAMISSETTY
Role : RelationshipOfficer
Civil - Maint (Mason work)

Name: Father Name: AadharNumber:

Project: Department: Month:

Year:

Eid	ContractLabourName	FatherName	DOB	Aadhar Number	Skill	Gender	Month	Year	NH(days)	CL(days)	NightShift(days)	OT(days)
2054	Arjun Telami	Chamru Telami	01/01/1988	584719900049	Unskilled	Male	January	2022	1	4	0	0
2054	Arjun Telami	Chamru Telami	01/01/1988	584719900049	Unskilled	Male	February	2022	0	2	20	0
2054	Arjun Telami	Chamru Telami	01/01/1988	584719900049	Unskilled	Male	March	2022	0	0	0	0
Total		3							1	6	20	0

6. Click on the IR Clearance Tab on the RPMS dashboard
 - a) Select the "Send Work Order to IR Clearance" option and select the work order No. and click on the "Send to IR Section" button as shown in the screenshot No.9. The data will be digitally transmitted to the IR Section.

← → ↻ ⚠ Not secure | 172.17.15.44/RelationshipOfficer/Send_Workorder_To_IR.aspx


RPMS

Your last login was on : 19/04/2022
15:44:08




User ID : C4553
Name : A K SRIDHAR JAMISSETTY ✓
Role : RelationshipOfficer
Civil - Maint (Mason work)

Dashboard

Contract Labour >

Contractors >

Work Order Details >

Workorder Performance >

Reward Points >

Special Coupons >

Attendance >

Corrections >

Project

Bacheli

Department

Civil - Maint (Mason work)

Work Order

Select

Send to IR Section