

The following significant activities have taken place during the month of December' 2014 and January' 2015 in the Department of Heavy Industry.

1. A Report on initiatives taken by Minimum Government Maximum Governance (MGMG) in respect of Department of Heavy Industry is enclosed (Annexure-A).

2. Indian Metal-cutting Machine Tools Limited (IMTEX) 2015, South East Asia's largest Machine Tools Expo was inaugurated on 22 January 2015 by Shri G. M. Siddeshwara, Minister of State for Heavy Industries & Public Enterprises. The Exhibition was held at Bangalore International Exhibition Centers (BIEC) from 22-28, January, 2015 and was a grand success. It attracted over 900 exhibitors from 24 countries and was visited by around 90,000 industry professionals from about 50 countries. The visitors were mainly from manufacturing industries like aerospace, railways, defence, capital goods, automobiles, and auto components. Indian Metal-cutting Machine Tools Limited (IMTEX) 2015 is expected to serve as an enabler for "Make in India" in the machine tools industry.

3. The first ever Global Textile Technology and Engineering Show (GTTES) 2015 was organized at Mumbai on January 20-22, 2015. The Exhibition attracted around 29000 of business visitors including visitors from ITME, 21 foreign countries mainly from Korea, China, Taiwan, Japan, UK, Italy, Germany, Switzerland, Spain, etc.

4. The 14th Symposium on International Automotive Technology (SIAT 2015) was held from 21-24 January 2015 organised at Automotive Research Authority of India (ARAI), Pune, (India). Theme of this

symposium was “Towards safer, cleaner quitter World” and its focus was on innovative advancements in automotive technologies to meet future challenges. Shri Anant G. Geete, Hon’ble Minister (HI&PE) inaugurated the symposium and released the symposium. Over 1200 delegates from 25 countries attended.

5. Bharat Heavy Electrical Limited (BHEL) - The total order receipts in the current financial year up-to January 2015 has reached a level of Rs. 22,541 Crore (as against an order book of Rs. 12,599 Crore up-to January 2014 during last financial year). This includes Rs. 1,872 Crore orders booked during the month of January, 2015. Major orders received during the month includes:

(a)Rs. 1,311 Crore order for 370 MW EPC from Karnataka Power Corporation Limited (KPCL) for Yelahanka project.

(b)Railway Electrical Equipment orders worth Rs. 464 Crore and

(c)International orders worth Rs. 96 Crore for supply of 50 kVA Solar Power Mini Grid and Substation in Nigeria, and Miscellaneous Spares and Services.

6. BHEL won PSE Excellence Award, 2014 of Indian Chamber of Commerce for ‘R&D and Technology Development’. CMD, BHEL received the award from Hon’ble Governor of Uttar Pradesh, Shree Ram Naik in the presence of the Hon’ble Minister of State for Heavy Industries & Public Enterprises, Shri G.M. Siddeshwara.

(A) Recommendations of Administrative Reforms Commission (ARC) Report

2nd Administrative Reforms Commission (ARC) in its report has made several recommendations on ethics in governance/promoting governance/good governance, Delegation of Authority, Simplifying Internal Procedures, Citizen's Charter, Monitoring & Evaluation of Feedback from citizens, Public Grievance Redressal System and e-governance initiatives. The actions taken in this regard is as under:-

Official Website under Promoting Governance

DS/Director in-charge of the Sectors/CPSEs is responsible for the contents on the website. The contents are reviewed frequently by additions/deletions as required from time to time. Following forms are uploaded on the website which can be downloaded:-

- (i) application for excise duty concession certificate persons with disability
- (ii) RTI application form.

Website of the Department is being redesigned to make it GIGW compliant as well as more interactive and engaging.

Digitization for Good governance

E-office MMP has been operationalised in the Department. The digitization of records will be done as per the requirement of e-office. An agency has been identified for digitization of records/modifications from physical to e-files. The physical records are recorded and weeded out as per the provisions of CSMOP.

Citizen Charter

The Citizen/Clients Charter of the Department have been implemented in the Department. Citizens Charter containing a detailed list of Institutions/agencies which are regularly consulted/given feedback for taking decisions pertaining to functioning of DHI. The Citizen's Charter of the Department is reviewed every year. The Charter was last updated in February 2014, the next review is due in February 2015.

Public Grievance Redressal System

The web based Centralised Public Grievance Redress and Monitoring System (CPGRAMS) has been implemented in the Department for making it sevottam compliant. Public Grievance received through CPGRAMS/ in physical form is handled very promptly and immediate action is being taken for online transfer to concerned authorities. The grievances are monitored and grievance prone areas are identified. The disposal is monitored online and reminders issued. Action is taken for expeditious disposal of public grievances. The CPGRAMS has been extended to all the CPSEs/Autonomous Research Institutes under the administrative control of DHI. The pendency is also reviewed in monthly O&M meetings chaired by Secretary. The Joint Secretary is nominated as Director of Grievances in the Department.

Delegation of Authority/Powers

The financial power vested in Secretary has been delegated to JS (General Admn.) nominated as Head of the Department for the purpose of incurring contingent and miscellaneous expenditure in accordance with Schedule V & VI of DFPR, 1978 as amended from

time to time. These powers may be exercised by concerned officer without consulting the Integrated Finance Wing. Further financial power has also been delegated to Director/DS (in-charge of General Admn.) for the purpose of incurring contingent and miscellaneous expenditure upto Rs.25,000/- per annum in each case for recurring and Rs.60,000/- per annum in each case for non-recurring expenditure in accordance with Schedule V & VI of DFPR, 1978 as amended from time to time. The existing final level of disposal and channel of submission of cases in DHI is being reviewed. However, the channel of submission of cases in HE&MT Division has been finalized.

Simplifying Internal Procedures

The Department has developed suitable programmes for obtaining information from CPSEs/ARIs online resulting in cost cutting and avoiding delay in obtaining the information.

Monitoring & Evaluation of Feedback from citizens

The main role of DHI is to administer various CPSEs/ARIs under its administrative control. Regular feedback from various CPSEs/employees of CPSEs/Associations is received for taking important decisions. Further feedback from clients is also received through conferences/seminars organized by CPSEs/DHI.

E-governance initiatives

- a) E-office mission mode project is being implemented for official work in all sections. E-diary, e-leave and e-tour has been made mandatory. File movements are through e-office.

- b) Issue of excise duty concession certificate to physically handicapped persons for purchase of modified cars and recommendations to Custom Department for concessional rate of custom duty under project scheme in respect of imported machinery and equipment for capital goods sector – heavy engineering, heavy electrical and auto sector have been identified for implementation.
- c) Following systems are being developed with the assistance of NIC/DietY:
- (i) Recommendation for concession in custom duty under project import scheme.
 - (ii) Demand Incentive Delivery Mechanism (DIDM) Scheme for electrical mobility vehicles,
 - (iii) Receipt of proposals under scheme on enhancement of competitiveness in the Indian Capital Goods Sector.
- d) The mechanism for implementation of Govt. Process Architecture Framework (GPAF) has also been set-up in the Department based on report of 2nd ARC.

(B) Measures to enhance ease of doing business

As a part of the Government's resolve to ease administrative proceedings and dispense with the requirement of affidavits where was possible, the procedure for issuing excise duty concession certificate to handicapped persons for purchase of cars has been simplified. The pre-requisite of furnishing an affidavit has been dispensed with and a mere self-certification by the applicant that he/she had not availed of this concession in the last 5 years and that

he will not dispose of the cars with excise duty concession within 5 years of its purchase would now suffice.

(C) Training of Staff

The Department of Heavy Industry is a small Department having no service/cadre of its own. All the posts sanctioned are drawn from different services/ Departments like Department of Personnel & Training, Department of Official Language etc. on deputation basis as per cadre training programme of different services i.e. CSS/CSCS etc. The officers are being relieved for attending their mandatory cadre training. DOP&T is looking after the training aspects in respect of cadre controlled by it. Officers and staff of the Department are being provided/ sent to training based on the training programme of their respective cadre/services. The officers of the Department are also sent to the trainings being conducted by National Productivity Councils, NIELT etc. from time to time on different subjects.

(D) Internal Process Rationalization

The Department of Heavy Industry is in the process for obtaining ISO: 9001:2008 Certification in some units. Three Sections of the Department have been covered for ISO Certification in Phase-I. A Consultant hired by Department has been assisting for obtaining the certification. Performance Management Division/ Quality Council of India have allotted a certifying body to audit the quality systems for awarding ISO: 9001:2008 Certification. The requisite documents viz. Quality Manual, Procedure Manual and Process Documents have been finalized.

(E) Repeal of Old Laws/ Rules /Notifications etc.

The action is being taken to repeal Old Laws/ Rules /Notifications etc.

(F) IT Activities

The following IT activities are also being done online by the Department either by in-house development of software or by operations of portals developed by other Departments.

- NDSAP work
- COMDDO
- Online Flash Report and online Fact Sheet System.
- RTI online/CPGRAMS/Central Public Procurement Portal (e-procure).
- Updation on websites of different Departments viz. RTI, CPGRAMS, AVMS, Sparrow and e-SamikSha.
- Updation of Parliament question/ answers on Departments' websites and papers laid on the table of both houses of Parliament.

(G) E-Book

In order to create awareness among public at large, Department of Heavy Industry has created & published an eBook on the Department's website containing the mandate, schemes/programmes and the achievements made by the Department during the past seven months, on the occasion of Good Governance Day. Achievements made by some of the CPSEs under the administrative control of Department have also been highlighted in the e-Book.

(H) Cleanliness Drive & Review

Pursuant to rolling out of “Swachhta Abhiyan” by the Government of India, the Department of Heavy Industry has been vigorously maintaining cleanliness in the rooms/areas under the occupation of the Department. Monitoring is being done by way of inspection by the officers of the level of Deputy Secretary/Director on daily basis. Inspections are also being carried out by Joint Secretary level officers on fortnightly basis. In addition, a nine Member Committee headed by a Joint Secretary has been constituted in the Department for surprise check to ensure cleanliness in the office premises.

(I) Punctuality in Office Attendance

Department has successfully got registered all the employees in the attendance.gov.in portal of the Government after completing the necessary formalities like generation of office mail IDs & Aadhaar Cards in respect of those not having the same. Absence of employees is being monitored with this Aadhaar Based Attendance System and treatment of leave is being done as per CCS (Leave) Rules. In addition, the Department has also constituted a Committee of five members headed by Joint Secretary (Admn) for surprise check regarding presence of staff in sections/units etc. at any time during office hours.

(J) Closing down of sick and loss making CPSEs

As a measure of Minimum Government Maximum Governance (MGMG) and with a view of making Public Sector Undertakings (PSUs) a vehicle of growth, review of functioning of PSUs under DHI has been carried out. The review took into account the products manufactured by these companies as also their present financial

position. Pursuant to this, it has been decided to agree for an attractive separation package for employees of five PSUs, namely (i) HMT (Bearings) Limited, (ii) HMT (Watches) Limited, (iii) HMT (Chinar Watches) Limited, (iv) Tungabhadra Steel Products Limited (TSPL) and, (v) Hindustan Cables Limited (HCL). The companies are proposed to be closed down following the separation of the employees, and while the movable assets would be either auctioned or transferred to holding/subsidiary/associate CPSEs or Government/Government controlled Bodies, the immovable assets i.e. land and/or buildings would be transferred to Central/State Government or Central/State Government entities/ PSUs only depending on the terms of lease/ownership in each case.
