



**SECOND MEETING OF EXECUTIVE COMMITTEE
OF PMU FOR HEWP ON 29.07.2024 AT 2:30 PM**

From

The Project Director,
Haryana Engineering Works Portal (HEWP),
O/o Engineer-in-Chief, Haryana,
Public Health Engineering Department,
Panchkula.

To

All Departments/Boards/Corporations/Universities etc.
on-boarded on Haryana Engineering Works Portal (HEWP)
(List enclosed as Annexure - X).

Memo No. **64355-64405** /HEWP Dated : **24/07/2024**

Subject : Second meeting of the Executive Committee of Project Management Unit (PMU) of Haryana Engineering Works Portal (HEWP) to review the implementation of HEWP to be held under the Chairmanship of the Project Director, HEWP on 29.07.2024 at 02:30 PM in the Conference Hall of Haryana PHE Department, Bays No. 19-20, Sector-4, Panchkula.

The creation of Project Management Unit (PMU) for the Maintenance and Development of Haryana Engineering Works Portal (HEWP) was intimated vide this office Endst. No. 34424-52/ HEWP dated 07/04/2023. The Executive Committee of said PMU consists of Project Director HEWP as Chairperson, the Nodal Officers of the various on-boarded Organizations as members and Project Engineer HEWP as Member Secretary.

The second meeting of the Executive Committee of the Project Management Unit (PMU) of Haryana Engineering Works Portal (HEWP) to review the implementation of HEWP would be held under the Chairmanship of the Project Director HEWP on 29.07.2024 at 02:30 PM in the Conference Hall of Haryana PHE Department, Bays No. 19-20, Sector-4, Panchkula. The Agenda of the meeting is enclosed.



**HARYANA ENGINEERING WORKS PORTAL
PUBLIC HEALTH ENGINEERING DEPARTMENT**

Bays No. 13-18, Sector 4, Panchkula – 134112

Website: <https://works.haryana.gov.in>

Phone Number: 0172 2564083

Email: info-hewp.pwd@hry.gov.in



The following Zoom VC link has also been created for the Nodal Officers who are not able to attend the meeting in person.

<https://us06web.zoom.us/join/ztRszOwzluWJ>

To join the meeting of the Executive Committee, the Nodal Officer is required to register in advance by clicking on the above link.

I have been directed to request you to depute the Nodal Officer HEWP of your Organization to attend the meeting on the scheduled date and time.

DA/ As above

Azambir
24/7/24
Project Engineer HEWP
for Project Director HEWP

Endst. No. 64355-64405

/HEWP

Dated : 24/07/2024

A copy is forwarded to PA to Engineer-in-Chief, Haryana PHED for kind information of worthy EIC.

DA/ As above

Azambir
24/7/24
Project Engineer HEWP
for Project Director HEWP

ANNEXURE-X

LIST OF DEPARTMENT/BOARD/CORPORATIONS/UNIVERSITIES ETC. ON-BOARDED ON HARYANA ENGINEERING WORKS PORTAL (HEWP)

1. The Engineer-in-Chief,
Haryana PW (B&R) Department.
(Nodal Officer HEWP: Sh. Ravi Kumar, EE)
2. The Engineer-in-Chief,
Haryana Irrigation & Water Resources Department.
(Nodal Officer HEWP: Sh. Raveesh Pratap, EE)
3. The Director General,
Development & Panchayat Department Haryana.
(Nodal Officer HEWP: Sh. Veenus Nathalia, EE)
4. The Director General,
Urban Local Bodies Department Haryana.
(Nodal Officer HEWP: Sh. Gaurav Anand, EE)
5. The Managing Director,
Haryana State Industrial & Infrastructure Development Corporation.
(Nodal Officer HEWP: Sh. Anoop, EE)
6. The Chief Administrator,
Haryana State Agricultural Marketing Board.
(Nodal Officer HEWP: Sh. Ashish Gupta, SE)
7. The Chief Executive Officer,
Faridabad Metropolitan Development Authority.
(Nodal Officer HEWP: Sh. Ankit Bhardwaj, EE)
8. The Chief Executive Officer,
Gurugram Metropolitan Development Authority.
(Nodal Officer HEWP: Sh. Amit Godara, EE)
9. The Managing Director,
Haryana Police Housing Corporation Limited.
(Nodal Officer HEWP: Sh. Dhiraj Gupta, EE)
10. The Director,
Haryana School Shiksha Pariyojna Parishad.
(Nodal Officer HEWP: Sh. Bhupinder Singh, EE)

11. The Chief Administrator,
Housing Board Haryana.
(Nodal Officer HEWP: Sh. Lalit, EE)
12. The Chief Administrator,
Haryana Shehri Vikas Pradhikaran.
(Nodal Officer HEWP: Sh. Amit Rathi, EE)
13. The Managing Director,
Haryana Vidyut Prasaran Nigam Limited
(Nodal Officer HEWP: Sh. Anant Sangwan, SE)
14. The Managing Director,
Uttar Haryana Bijli Vitran Nigam Limited
(Nodal Officer HEWP: Sh. J.S Nara, CE)
15. The Managing Director,
Dakshin Haryana Bijli Vitran Nigam Limited
(Nodal Officer HEWP: Sh. Rajesh Ninaniya, EE)
16. The Managing Director,
Haryana Power Generation Corporation Limited.
(Nodal Officer HEWP: Ms. Yashna, EE)
17. The Administrator,
Micro Irrigation & Command Area Development Authority.
(Nodal Officer HEWP: Sh. Mohit Singal, EE)
18. The Principal Director,
Haryana Irrigation Research & Management Institute.
(Nodal Officer HEWP: Sh. Digvijay Sharma)
19. The Managing Director,
Haryana State Roads and Bridges Development Corporation.
(Nodal Officer HEWP: Ms. Jyoti Sharma, Programmer)
20. The Managing Director,
Haryana State Cooperative Supply and Marketing Federation Limited.
(Nodal Officer HEWP: Sh. Amit Dua, EE)
21. The Managing Director,
Haryana State Warehousing Corporation.
(Nodal Officer HEWP: Sh. Naresh Kumar)

22. The Managing Director,
Haryana Tourism Corporation Limited.
(Nodal Officer HEWP: Sh. Gautam Kumar, EE)
23. The Director General,
Haryana Renewable Energy Development Agency.
(Nodal Officer HEWP: Sh. Ajit Kumar Bhadu, Project Officer)
24. The Director,
Agriculture and Farmers Welfare Department.
(Nodal Officer HEWP: Dr. Devinder Sihag, JD)
25. The Director,
Fisheries Department, Haryana
(Nodal Officer HEWP: Sh. Surinder Pal)
26. The Principal Chief Conservator of Forest,
Forests Department, Haryana
(Nodal officer HEWP: Sh. Rajesh Rana, DFO (HQ))
27. The Director General,
Horticulture Department, Haryana
(Nodal Officer HEWP: Ms. Anita Sharma, Budget Officer)
28. The Director General,
Skill Development & Industrial Training Department
(Nodal Officer HEWP: Sh. Raj Kumar)
29. The Director,
Local Audit Department, Haryana
(Nodal Officer HEWP: Sh. Rajpal, Deputy Director)
30. The Managing Director,
Haryana Rural Development Fund Administration Board, Chandigarh
(Nodal Officer HEWP: Sh. Vishal Kharb)
31. The Chief Executive Officer,
Shri Mata Mansa Devi Shrine Board Panchkula, Haryana
(Nodal Officer HEWP: Sh. Rakesh Pahuja, SDE)
32. The Chief Executive Officer,
Sonapat Metropolitan Development Authority
(Nodal Officer HEWP: Sh. Amit Kaushik)
33. The Chief Executive Officer,
Panchkula Metropolitan Development Authority.
(Nodal Officer HEWP: Sh. Arvind, EE)

34. The Managing Director,
The Haryana State Cooperative Labour & Construction Federation Limited
(Nodal Officer HEWP: Sh. Aman Dhiman)
35. The Chief Executive Officer,
Faridabad Smart City Limited
(Nodal Officer HEWP: Sh. Gyan Prakash Wadhwa, DGM (Engg.))
36. The Vice Chancellor,
Guru Jambheshwar University of Science & Technology, Hisar
(Nodal Officer HEWP: Sh. Dharmender Sharma)
37. The Vice Chancellor,
J.C Bose University Of Science And Technology, YMCA, Faridabad
(Nodal Officer HEWP: Sh. Sh. Anil Sharma, SDE)
38. The Vice Chancellor,
Gurugram University, Gurugram
(Nodal Officer HEWP: Sh. Akshay Sharma, JE)
39. The Vice Chancellor,
Chaudhary Bansi Lal University, Bhiwani
(Nodal Officer HEWP: Sh. Dinesh Kumar Madan, Professor)
40. The Vice Chancellor,
Chaudhary Ranbir Singh University, Jind
(Nodal Officer HEWP: Sh. Jasvir Singh, Associate Professor)
41. The Vice Chancellor,
Shri Vishwakarma Skill University, Haryana
(Nodal Officer HEWP: Sh. Naresh Sandhu, JE)
42. The Vice Chancellor,
Dada Lakhmi Chand State University of Performing and Visual Arts, Rohtak
(Nodal Officer HEWP: Sh. Devender Rathee, Dy. Registrar)
43. The Vice Chancellor,
Chaudhary Devi Lal University, Sirsa
(Nodal Officer HEWP: Sh. Rakesh Kumar, EE)
44. The Vice Chancellor,
Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan, Sonapat
(Nodal Officer HEWP: Sh. Vikas Kumar, EE)
45. The Vice Chancellor,
Choudhary Charan Singh Haryana Agricultural University Hisar.
(Nodal Officer HEWP: Sh. Dharambir Malik, EE)

46. The Vice Chancellor,
Deen Bandhu Chootu Ram University of Science & Technology, Murthal.
(Nodal Officer HEWP: Sh. Pankaj Gaur)
47. The Vice Chancellor,
Kurukshetra University, Kurukshetra.
(Nodal Officer HEWP: Sh. Pankaj Sharma)
48. The Vice Chancellor,
Maharana Pratap Horticultural University, Karnal.
(Nodal Officer HEWP: Sh. Surender Singh, SDE)
49. The Vice Chancellor,
MD University, Rohtak.
(Nodal Officer HEWP: Sh. Jagdish Singh Dahiya)
50. The Vice Chancellor,
Indira Gandhi University, Meerpur, Rewari.
(Nodal Officer HEWP: Sh. Surinder Singh)

AGENDA FOR THE SECOND MEETING OF THE EXECUTIVE COMMITTEE OF PROJECT MANAGEMENT UNIT (PMU) OF HARYANA ENGINEERING WORKS PORTAL (HEWP) TO REVIEW THE IMPLEMENTATION OF HEWP TO BE HELD UNDER THE CHAIRMANSHIP OF THE PROJECT DIRECTOR PMU FOR HEWP ON 29/07/2024 AT 02:30 PM IN THE CONFERENCE HALL OF PHE DEPARTMENT AT BAYS NO.19-20, SECTOR-4 PANCHKULA.

AGENDA ITEM NO. 1: DELAY IN SCORING OF WORKS

Background:

Contractors are required to submit their work experience details when applying for registration in HEWP. Works are categorized as follows for scoring purposes:

1. Executed through any Department/ Board/ Corporation/ University of Haryana:

These works should be scored by the respective EE (Executive Engineer) of the concerned Department/ Board/ Corporation/ University.

2. Works executed outside Haryana or in the Private sector:

These works should be scored by the Nodal EE of PWD/ IRWD/ PHED to whom the registration application has been forwarded by HEWP.

Issue:

Many works in the first category remain unscored by various Departments/ Boards/ Corporations/ Universities for an extended period. This delay is preventing them from availing the EMD exemption benefits.

As of 18/07/2024, the following organizations have 5 or more works pending for scoring for over 30 days:

Sr.No.	Name of Department/Board/Corporation/University	No of works pending for award of score for more than 30 days
1	Development and Panchayat	450
2	Municipal Corporation/Urban Local Bodies	179
3	Public Works Dept.(B&R)	65
4	Forests	27
5	MICRO IRRIGATION & COMMAND AREA DEVELOPMENT AUTHORITY HARYANA (CADA)	24

6	IRRIGATION	12
7	Public Health Engg. Dept.	16
8	Haryana VidyutPrasaran Nigam Limited	20
9	Haryana ShehriVikasPradhikaran	14
10	Gurugram University, Gurugram	10
11	Dakshin Haryana BijliVitrان Nigam Limited	9
12	Haryana State Warehousing Corporation	6
13	Agriculture and Farmer Welfare Department	6
14	Haryana State Agriculture Marketing Board Panchkula	5

Action Required:

Review the status of pending works scoring from the listed Organizations (as on 18/07/2024) and determine corrective actions to expedite the scoring process.

The list detailing the total number of pending works for scoring purposes by various Departments/ Boards/ Corporations/ Universities, as of 18/07/2024, is provided in **Annexure 'A'**.

AGENDA ITEM NO. 2: RESOLVING DEPARTMENT-RELATED TICKETS RAISED ON HEWP

Background:

Tickets raised on the Haryana Engineering Works Portal (HEWP) fall into two main categories:

1. **Portal Related:** These are to be resolved by the IT-Cell of HEWP.
2. **Department Related:** These are to be resolved by the concerned Department.

Issue:

The resolution of Department-related tickets is monitored by the Nodal Officer of the respective Department. The following is a department-wise list showing the number of unresolved Department-related tickets as of 18/07/2024.

Sr. No.	Name of Department/Board/Corporation	No of Department related pending tickets
1	Public Works Department (B&R)	95
2	Development & Panchayat Department	46
3	Municipal Corporation / Urban Local Bodies	66
4	Public Health Engg. Department	65
5	Irrigation Department	55
6	Haryana State Agricultural Marketing Board	26
7	Haryana Power Generation Corporation Limited	7
8	Haryana Shehri Vikas Pradhikaran	4
9	Haryana Police Housing Corporation Limited	4
10	HSI IDC	4
11	Agriculture and Farmer Welfare Department	4
12	Haryana Vidyut Prasaran Nigam Limited	2
13	Dakshin Haryana Bijli Vitran Nigam Limited	1
14	Faridabad Metropolitan Development Authority (FMDA) UE Division-UE Division	1

Action Required:

Review the status of unresolved Department-related tickets and determine necessary actions to expedite their resolution.

AGENDA ITEM NO. 3: CONSTITUTION OF A GUIDANCE TEAM AT THE HEADQUARTERS LEVEL OF DEPARTMENTS / BOARDS/ CORPORATIONS/ UNIVERSITIES ON-BOARDED ON HEWP

Background:

Queries regarding issues faced by various Departments/Boards/Corporations/Universities are received by the IT team of HEWP via telephone and personal visits by concerned officers/officials. Addressing these queries consumes significant IT team resources, reducing availability for portal development and ticket resolution.

Proposal:

1. Constitution of a Guidance Team:

- A team comprising 2 to 3 officers/officials well-versed in HEWP should be formed under the chairmanship of the respective Nodal Officer. This team will provide guidance on queries raised by officers/officials within their organization. Unresolved queries can be escalated to the IT team of HEWP.

2. Training Sessions:

- Despite training videos available on the HEWP homepage, interactive sessions on various modules should be organized for team members after their designation within their respective organizations.
- Interested department officials may register for module training sessions through the "Module Training Request" User Manual, accessible under 'User Manual' (Download >> User Manual) on the HEWP homepage and also under the "What's New" section on the department user login.

Action Required:

Establish the Guidance Team at each organization level to enhance internal support for HEWP users. Organize interactive training sessions as outlined to improve proficiency and support efficiency.

AGENDA ITEM NO. 4: RAISING TICKETS ON THE 'HELP AND SUPPORT' MODULE OF HEWP

Background:

Users may lodge grievances through the 'Help and Support' module of HEWP, via email, or phone. It is essential to adhere to the following guidelines when raising tickets:

1. Mentioning Complete Details with Reference Number:

Every grievance should include the unique reference number assigned to the Tender/DNIT/Estimates. In some cases, these details are omitted, causing programmers to spend unnecessary time searching, leading to ticket resolution delays. Therefore, complete details and reference numbers must be clearly stated in the ticket description.

2. Raising Tickets in Correct Subcategory:

HEWP activities are categorized into various modules. Tickets must be registered under the appropriate subcategory related to the grievance module. Incorrect categorization leads to delays in resolving tickets. It is crucial to raise tickets in the correct subcategory.

3. Mentioning Alternate Phone Number:

The 'Help and Support' module allows users to provide an alternate phone number. This number should belong to a person familiar with the grievance. If the concerned officer is unavailable, programmers can contact this alternate number for clarification, ensuring timely resolution of the ticket.

4. Uploading Screenshots and Relevant Documents:

Users can upload screenshots and relevant documents through the 'Help and Support' module. This facilitates quicker understanding and resolution of the problem by programmers. It is essential to upload necessary documents and screenshots while raising the ticket.

Action Items:

- Emphasize adherence to these guidelines when raising tickets on the 'Help and Support' module.
- Ensure awareness and training on these guidelines for all users of HEWP.

AGENDA ITEM NO. 5: DELAY IN PROCESSING REGISTRATION APPLICATIONS OF CONTRACTORS

Background:

There is a noticeable increase in the backlog of Registration Applications received via HEWP, as concerned offices are not processing these applications within the prescribed time limits defined under the "Registration Rules for Contractors-2022."

Issue:

As of 18/07/2024, the pendency of Registration Applications by department is as follows:

Department Name	Total Application Pending for Processing	Within Time	Delay period of Registration Application		
			< 15 Days	Between 15 to 30 Days	> 30 days
IRWD	69	37	7	3	22
PHED	64	37	3	4	20
PWD(B&R)	73	39	7	5	22
Total	206	113	17	12	64

Action Required:

Nodal officers of IRWD, PWD (B&R), and PHED departments are requested to issue directives to all concerned offices for prioritizing the processing of delayed Registration Applications. Progress in this regard will be reviewed during the meeting.

AGENDA ITEM NO. 6: OFFICE/DESIGNATION MAPPING**Background:**

HEWP provides a provision to map the Office/Designation within the Organization with the corresponding Engineering offices/designations on the portal.

Issue:

Recently onboarded Government Organizations on HEWP have yet to complete the Office/Designation Mapping activity on the portal.

Action Required:

Government Organizations recently onboarded on HEWP are requested to expedite the completion of Office/Designation Mapping on the portal.

AGENDA ITEM NO. 7: LIMIT OF EXEMPTION OF EMD AS PER CONTRACTOR CLASS**Background:**

According to Clause 4 of the Registration Rules for Contractors - 2022, contractors registered on the HEW Portal are eligible for exemption in EMD based on the following criteria:

S. No.	Class of Contractor	Amount of work (for which EMD is exempted)
1.	Class-I	More than Rs.25 crore
2.	Class-II	Upto Rs.25 crore
3.	Class-III	Upto Rs.10 crore
4.	Class-IV	Upto Rs.01 crore

Action Required:

Before granting EMD exemption, verify the name of registered contractors & his score against the Class-wise list available on the homepage of HEWP. This verification ensures that contractors registered in a lower class do not receive EMD exemption for works exceeding the specified limit for their registered class.

AGENDA ITEM NO. 8: DELETION OF FINALLY SAVED ESTIMATES**Background:**

The authority to finally save or approve estimates is vested with Nodal-Admins of respective departments, while the authority to delete estimates is as follows:

1. **Estimates (Not Finally Saved):** These can be closed from the login of the concerned Executive Engineer (EE).
2. **Estimates (Finally Saved/Approved):** These can only be closed by the concerned Nodal Officer of the department.

Issue:

Despite this framework, several tickets are being received by the IT-Cell of HEWP related to portal operations requesting closure of estimates. It appears that neither the Nodal Officers nor the field offices are fully aware of this procedure.

Action Required:

Ensure that actions concerning the closure of estimates adhere strictly to the outlined procedures:

- For estimates not finally saved, closure should be managed from the login of the respective Executive Engineer.
- For estimates finally saved or approved, only the concerned Nodal Officer of the department has the authority to initiate closure.

AGENDA ITEM NO. 9: UPDATION OF HRMS FOR REGULAR CADRE EMPLOYEES**Background:**

Data for regular employees is imported into HEWP from HRMS (Human Resource Management System). If an employee's data is not updated in HRMS, they are unable to

perform activities in HEWP. Updates made in HRMS are reflected in HEWP the following day.

Issue:

Tickets are being received in HEWP requesting updates for employee data due to lack of awareness. However, such updates should be managed within the HRMS by the concerned organization. Updated data automatically reflects in HEWP the next day.

Action Required:

All organizations utilizing HRMS are urged to ensure timely updates of employee data within their HRMS systems. Employee data can be verified in the 'Employee Directory' on the homepage of HEWP.

AGENDA ITEM NO. 10: IMPLEMENTATION OF HRMS IN ALL DEPARTMENTS/BOARDS/ CORPORATIONS/ UNIVERSITIES

Background:

HEWP has been integrated with HRMS to import data of regular employees. However, some Boards/Corporations have not adopted HRMS, and instead, have manually entered their employees' data into HEWP. This creates issues for updating data during transfers, promotions, extended leaves, etc. Additionally, many government officers are deputed to these organizations, and their data is in HRMS but cannot be imported due to the lack of HRMS implementation..

Issues:

1. Incomplete or inaccurate data updates for employees in non-HRMS using organizations.
2. Difficulty in integrating data of deputed government officers into HEWP due to the absence of HRMS.

Action Required:

Organizations not currently using HRMS need to implement HRMS to:

- Ensure accurate and timely updates for employee data.
- Facilitate integration of government officers' data from HRMS into HEWP.

AGENDA ITEM NO. 11: PERSUASION OF CONTRACTORS FOR DEPOSITING SECURITY

Background: Security (refundable One Time Deposit - OTD) is required from contractors to complete the registration process. However, it has been observed that contractors often delay depositing this amount. Details are provided in **Annexure 'B'**.

Issue: Contractors are frequently late in depositing the required security amount, hindering timely completion of registration processes.

Action Required: Departments where these contractors are engaged should actively pursue them to deposit the security amount promptly.

AGENDA ITEM NO. 12: IDENTIFICATION OF MASTER TRAINERS IN VARIOUS DEPARTMENTS/BOARDS/CORPORATIONS/UNIVERSITIES

Background: It is necessary for each Organization to identify master trainers who will receive training from the HEWP team. These master trainers will then impart training to field functionaries and other staff within their respective Organization.

Action Required: Organizations are required to identify suitable individuals as master trainers. These individuals will undergo training facilitated by the HEWP team to enable them to effectively train other staff members. The names of such Master – Trainers may be brought in the meeting.

AGENDA ITEM NO. 13: PROPOSED CHANGES IN COMMON BID DOCUMENT (CBD)

Background: A meeting was held on 19.04.2024 at 03:30 PM under the Chairmanship of the Engineer-in-Chief (Roads), PWD (B&R), in the Main Committee Room, NirmanSadan, Plot No.1, Sector-33/A, Chandigarh. The meeting discussed proposed changes to the Common Bid Document (CBD).

Discussion: The proposed changes to the Common Bid Document (CBD), as detailed in Annexure 'C', were discussed during the meeting. Following the discussion, a letter was submitted to the Haryana Public Works Department (B&R), Chandigarh, for necessary action. The letter was submitted vide memo no. 44828-PHE/HEWP dated 14.05.2024.

Action Required: Review and take necessary action on the proposed changes to the Common Bid Document (CBD) as discussed and submitted.

AGENDA ITEM NO. 14: PERFORMANCE BANK GUARANTEE

Background: Some contractors have been debarred for not depositing the Performance Bank Guarantee (PBG) within the stipulated time after the issuance of the "Letter of Acceptance". A new provision now allows contractors to submit an appeal from their login on HEWP with proof of PBG deposit.

New Procedure: Contractors can submit an appeal online through their HEWP login, providing proof of PBG deposit. Once the appeal is submitted, it will be visible to the concerned Executive Engineer (EE) in their login. The EE can then review the records and accept the appeal. Upon acceptance, the contractor's debarment will be revoked.

Action Required: Nodal Officers are requested to inform all relevant EEs and contractors about this new provision and the process for submitting and handling appeals.

AGENDA ITEM NO. 15: CHANGE OF NODAL OFFICER

Background: It is crucial for efficient coordination within HEWP that changes in Nodal Officers are promptly communicated. This ensures continuity and effective management of responsibilities.

Procedure for Notification: In case of any change in the Nodal Officer, please follow these steps for timely notification:

1. Send a scanned copy of the notification letter to Project Engineer, HEWP via email at pankaj.kamboj-p-hry@phedharyana.gov.in.
2. Alternatively, submit the notification letter to the Project Director HEWP cum Chief Engineer (Mech.), PHED Head Office, Bay No. 13-18, Sector 4, Panchkula.

Action Required: Ensure prompt communication of any changes in the Nodal Officer to facilitate smooth coordination and continuity within HEWP operations.

AGENDA ITEM NO. 16: CHALLENGES / ISSUES

Background: Nodal Officers are invited to discuss challenges and issues they are encountering in the implementation of HEWP.

Action Required: Nodal Officers are encouraged to present and discuss any challenges or issues they are facing during the implementation phase of HEWP. This discussion aims to identify solutions and ensure smoother implementation.

AGENDA ITEM NO. 17: FEEDBACK/ SUGGESTIONS

Background: Nodal Officers are invited to provide feedback and suggestions aimed at improving the effectiveness of HEWP.

Action Required: Nodal Officers are encouraged to submit any feedback or suggestions they have for enhancing the implementation and outcomes of HEWP. This input is valuable for continuous improvement and betterment of the program.

AGENDA ITEM NO. 18: ANY OTHER AGENDA ITEMS

Background: Any additional items for discussion may be raised with the permission of the chair.

Action Required: Participants are invited to propose any other matters they wish to discuss during the meeting, subject to approval by the chair.

ANNEXURE 'A'

Contractor Works Score Status								
Sr. No.	Department Name (Nodal Officer Name and Mobile No.)	Total Works posted by Contractors	Score Awarded to Works by concerned Engineer in Charge	work pending to awarded score				Progress % verification
				Total	<=15 days	16-30 days	>30 days	
1	Chaudhary Bansi Lal University, Bhiwani Sh. Dinesh Kumar Madan, Professor 8199932069	1	1	0	0	0	0	100%
2	Chaudhary Charan Singh Haryana Agricultural University, Hisar Sh. Dharambir Malik, EE 9416278313	16	16	0	0	0	0	100%
3	Fisheries Sh. Surinder Pal 9466620706	1	1	0	0	0	0	100%
4	Haryana Renewable Energy Development Agency (HAREDA) Sh. Ajit Kumar Bhadu, Project Officer 9872955129	1	1	0	0	0	0	100%
5	Haryana State Cooperative Supply & Marketing Federation Limited (HAFED) Sh. Amit Dua, EE 9354224051	13	13	0	0	0	0	100%
6	Haryana State Roads and Bridges Development Ms. Jyoti Sharma, 9646332165	11	11	0	0	0	0	100%
7	Haryana Tourism Corporation Limited Sh. Gautam Kumar, EE 9996107464	7	7	0	0	0	0	100%
8	Housing Board Haryana Sh. Lalit, EE 7404316825	9	9	0	0	0	0	100%
9	Maharashi Dayanand University, Rohtak Sh. Jagdish Singh Dahiya 9991366698	13	13	0	0	0	0	100%

ANNEXURE A

10	Uttar Haryana Bijli Vitran Nigam Limited							
	Sh. Mukesh Chauhan							
	9517700866	<u>83</u>	<u>83</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	100%
11	Director Urban Local Bodies							
	Sh. Gaurav Anand, EE							
	9779249515	<u>133</u>	<u>132</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	99%
12	Haryana State Agriculture Marketing Board Panchkula							
	Sh. Ashish Gupta, SE							
	9466047318	<u>445</u>	<u>440</u>	<u>5</u>	<u>0</u>	<u>0</u>	<u>5</u>	98%
13	IRRIGATION							
	Sh. Raveesh Pratap, EE							
	7696953947	<u>1149</u>	<u>1127</u>	<u>22</u>	<u>6</u>	<u>4</u>	<u>12</u>	98%
14	Public Health Engg. Dept.							
	Sh. Rajiv Batish, CE							
	9872617131	<u>1673</u>	<u>1646</u>	<u>27</u>	<u>7</u>	<u>4</u>	<u>16</u>	98%
15	Gurugram Metropolitan Development Authority (GMDA)							
	Sh. Amit Godara, EE							
	8901300909	<u>69</u>	<u>67</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	97%
16	Haryana School Shiksha Pariyojna Parishad							
	Sh. Bhupinder Singh, EE							
	9467807464	<u>86</u>	<u>84</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	97%
17	Haryana Police Housing Corporation Limited							
	Sh. Dhiraj Gupta, EE							
	9417317730	<u>95</u>	<u>92</u>	<u>3</u>	<u>0</u>	<u>1</u>	<u>2</u>	96%
18	HSI IDC							
	Sh. Anoop, EE							
	8558829224	<u>90</u>	<u>87</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>	96%
19	Haryana Power Generation Corporation Limited							
	Ms. Yashna							
	9915436918	<u>104</u>	<u>99</u>	<u>5</u>	<u>0</u>	<u>1</u>	<u>4</u>	95%
20	Public Works Dept.(B&R)							
	Sh. Ravi Kumar, EE							
	8607319900	<u>1708</u>	<u>1618</u>	<u>90</u>	<u>23</u>	<u>2</u>	<u>65</u>	94%
21	Municipal Corporation/ Urban Local Bodies							
	Sh. Gaurav Anand, EE							
	9779249515	<u>2978</u>	<u>2787</u>	<u>191</u>	<u>5</u>	<u>6</u>	<u>180</u>	93%
22	Haryana Shehri Vikas Pradhikaran							
	Sh. Amit Rathi, EE							
	9711880411	<u>384</u>	<u>354</u>	<u>30</u>	<u>1</u>	<u>15</u>	<u>14</u>	92%

23	Haryana Vidyut Prasaran Nigam Limited							
	Sh. Anant Sangwan, SE							
	9212520009	<u>188</u>	<u>168</u>	<u>20</u>	<u>0</u>	<u>0</u>	<u>20</u>	89%
24	MICRO IRRIGATION & COMMAND AREA DEVELOPMENT AUTHORITY HARYANA (CADA)							
	Sh. Mohit Singal, EE							
	9815666007	<u>183</u>	<u>155</u>	<u>28</u>	<u>0</u>	<u>4</u>	<u>24</u>	84%
25	Kurukshetra University, Kurukshetra							
	Sh. Pankaj Sharma							
	9464410848	<u>6</u>	<u>5</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	83%
26	Dakshin Haryana Bijli Vitran Nigam Limited							
	Sh. Rajesh Ninaniya, EE							
	9812452530	<u>42</u>	<u>32</u>	<u>10</u>	<u>0</u>	<u>1</u>	<u>9</u>	76%
27	Development and Panchayat							
	Sh. Veenus Nathalia, EE							
	9356925623	<u>1876</u>	<u>1408</u>	<u>468</u>	<u>14</u>	<u>4</u>	<u>450</u>	75%
28	Agriculture and Farmer Welfare Department							
	Dr. Devinder Sihag, JD							
	9416380656	<u>20</u>	<u>14</u>	<u>6</u>	<u>0</u>	<u>0</u>	<u>6</u>	70%
29	Faridabad Metropolitan Development Authority (FMDA)							
	Sh. Ankit Bhardwaj, EE							
	9990606765	<u>3</u>	<u>2</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	66%
30	Chaudhary Devi Lal University, Sirsa							
	Sh. Rakesh Kumar, EE							
	9896323322	<u>4</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	50%
31	Haryana Irrigation Research and Management Institute							
	Sh. Digvijay Sharma							
	8053519393	<u>2</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	50%
32	YMCA Technical University							
	Sh. Anil Sharma, SDE							
	8860451489	<u>2</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	50%
33	Haryana State Warehousing Corporation							
	Naresh Kumar							
	9873066066	<u>12</u>	<u>5</u>	<u>7</u>	<u>1</u>	<u>0</u>	<u>6</u>	41%

34	Deen Bandhu Chootu Ram University of Science & Technology, Murthal							
	Sh. Pankaj Gaur							
	9896790218	<u>3</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	33%
35	Gurugram							
	Sh. Akshay Sharma, JE							
	8197632737	<u>12</u>	<u>2</u>	<u>10</u>	<u>0</u>	<u>0</u>	<u>10</u>	16%
36	Forests							
	Sh. Rajesh Rana, DFO(HQ)							
	9417401427	<u>27</u>	<u>0</u>	<u>27</u>	<u>0</u>	<u>0</u>	<u>27</u>	0%
37	Gurgoan Technology Park Limited	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
38	Guru Jambheshwar University of Science and Technology							
	DHARMENDER SHARMA							
	9466170501	<u>4</u>	<u>0</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>4</u>	0%
39	Haryana building & other construction workers welfare board	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
40	Haryana Forest Development Corporation Limited	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	0%
41	Haryana Institute Of Public Administration	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	0%
42	Haryana State Cooperative Development Federation Limited (HARCOFED)	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
43	Haryana State Cooperative Housing Federation Limited	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
44	Horticulture							
	Ms. Anita Sharma, Budget Officer							
	9463323820	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
45	Law and Legislative	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
46	Medical Education and Research	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>	0%
47	Pandit Bhagat Dayal Sharma University of health Sciences, Rohtak	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	0%
48	Sainik and ArdhSainik Welfare Department	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%

49	Skill Development and Industrial Training Department							
	RAJ KUMAR							
	8968068091	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	0%
50	Social Justice and Empowerment	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
51	Sonipat Metropolitan							
	Sh. Amit Kaushik							
	8607262407	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
52	Sports and Youth Welfare	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	0%
53	Transport Comissioner Haryana	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	0%
	Total	11476	10484	992	57	42	893	91%

ANNEXURE 'B'

Application Status District Wise Report									
Sr. No.	District Name	Contractor Id Created	Contractor Id Created but registration process not initiated	Registration Process Initiated	Registration Application Received in B&R	Registration Application Received in Irrigation	Registration Application Received in PHED	Registration Approved by Competent Authority (Deposit not paid yet)	Registration Completed (Deposit paid by contractor)
1	AMBALA	612	273	116	2	1	0	27	193
2	BHIWANI	800	436	93	2	5	2	37	225
3	CHARKI DADRI	404	158	39	2	2	1	32	170
4	FARIDABAD	635	189	188	0	0	1	40	217
5	FATEHABAD	460	182	65	2	0	1	35	175
6	GURUGRAM	1129	424	359	8	4	4	57	273
7	HISAR	1385	517	261	7	5	7	105	483
8	JHAJJAR	537	195	144	3	1	2	46	146
9	JIND	838	331	156	3	3	4	47	294
10	KAITHAL	603	242	92	0	3	1	33	232
11	KARNAL	845	518	145	0	3	3	20	156
12	KURUKSHETRA	501	207	144	3	1	1	26	119
13	MAHENDRA GARH	382	172	72	3	3	6	23	103
14	NUH	510	236	87	3	2	2	32	148
15	PALWAL	626	136	107	3	11	2	36	331
16	PANCHKULA	493	217	138	0	1	0	18	119
17	PANIPAT	581	268	116	2	1	1	14	179
18	REWARI	382	157	104	4	2	1	23	91
19	ROHTAK	833	357	175	4	4	6	44	243
20	SIRSA	689	349	129	2	4	1	24	180
21	SONIPAT	783	412	191	1	7	7	14	151
22	YAMUNANA GARH	536	217	84	4	1	4	17	209
23	Other than Haryana	2207	1091	887	14	7	7	60	141
		16771	7284	3892	72	71	64	810	4578



**HARYANA ENGINEERING WORKS PORTAL
PUBLIC HEALTH ENGINEERING DEPARTMENT**

Bays No. 13-18, Sector 4, Panchkula – 134112

Website: <https://works.haryana.gov.in>

Phone Number: 0172 2564083

Email: info-hewp.pwd@hry.gov.in



From

The Project Director,
Haryana Engineering Works Portal (HEWP),
O/o Engineer-in-Chief, Haryana,
Public Health Engineering Department,
Panchkula.

To

All Departments/Boards/Corporations/Universities etc.,
on-boarded on Haryana Engineering Works Portal (HEWP),
(List enclosed as **Annexure - A**).

Memo No. 75993-76043 /HEWP Dated: 30/08/2024

Subject : Proceedings of second meeting of the Executive Committee of Project Management Unit (PMU) for Haryana Engineering Works Portal (HEWP) to review the implementation of HEWP held on 29.07.2024 at 02:30 PM under the Chairmanship of the Project Director, HEWP.

Please find enclosed herewith the Proceedings of second meeting of the Executive Committee of Project Management Unit (PMU) of Haryana Engineering Works Portal (HEWP) to review the implementation of HEWP held on 29.07.2024 at 02:30 PM under the Chairmanship of the Project Director, HEWP in the Conference Hall of Haryana Public Health Engineering Department, Sector-4, Panchkula for information and necessary action.

DA/ Proceedings of meeting

Pranab
30/8/24
Project Engineer HEWP
for Project Director HEWP



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ANNEXURE-A

**LIST OF DEPARTMENT/BOARD/CORPORATIONS/UNIVERSITIES ETC. ON-BOARDED
ON HARYANA ENGINEERING WORKS PORTAL (HEWP)**

1. The Engineer-in-Chief,
Haryana PW (B&R) Department.
2. The Engineer-in-Chief,
Haryana Public Health Engineering Department.
3. The Engineer-in-Chief,
Haryana Irrigation & Water Resources Department.
4. The Director General,
Development & Panchayat Department Haryana.
5. The Director General,
Urban Local Bodies Department Haryana.
6. The Managing Director,
Haryana State Industrial & Infrastructure Development Corporation.
7. The Chief Administrator,
Haryana State Agricultural Marketing Board.
8. The Chief Executive Officer,
Faridabad Metropolitan Development Authority.
9. The Chief Executive Officer,
Gurugram Metropolitan Development Authority.
10. The Managing Director,
Haryana Police Housing Corporation Limited.
11. The Director,
Haryana School Shiksha Pariyojna Parishad.
12. The Chief Administrator,
Housing Board Haryana.
13. The Chief Administrator,
Haryana Shehri Vikas Pradhikaran.
14. The Managing Director,
Haryana Vidyut Prasaaran Nigam Limited.



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15. The Managing Director,
Uttar Haryana Bijli Vitran Nigam Limited.
16. The Managing Director,
Dakshin Haryana Bijli Vitran Nigam Limited.
17. The Managing Director,
Haryana Power Generation Corporation Limited.
18. The Administrator,
Micro Irrigation & Command Area Development Authority.
19. The Principal Director,
Haryana Irrigation Research & Management Institute.
20. The Managing Director,
Haryana State Roads and Bridges Development Corporation.
21. The Managing Director,
Haryana State Cooperative Supply and Marketing Federation Limited.
22. The Managing Director,
Haryana State Warehousing Corporation.
23. The Managing Director,
Haryana Tourism Corporation Limited.
24. The Director General,
Haryana Renewable Energy Development Agency.
25. The Director,
Agriculture and Farmers Welfare Department.
26. The Director,
Fisheries Department, Haryana.
27. The Principal Chief Conservator of Forest,
Forests Department, Haryana.
28. The Director General,
Horticulture Department, Haryana.
29. The Director General,
Skill Development & Industrial Training Department.
30. The Director,
Local Audit Department, Haryana.



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31. The Managing Director,
Haryana Rural Development Fund Administration Board, Chandigarh.
32. The Chief Executive Officer,
Shri Mata Mansa Devi Shrine Board Panchkula, Haryana.
33. The Chief Executive Officer,
Sonapat Metropolitan Development Authority.
34. The Chief Executive Officer,
Panchkula Metropolitan Development Authority.
35. The Managing Director,
The Haryana State Cooperative Labour & Construction Federation Limited.
36. The Chief Executive Officer,
Faridabad Smart City Limited.
37. The Vice Chancellor,
Guru Jambheshwar University of Science & Technology, Hisar.
38. The Vice Chancellor,
J.C Bose University Of Science And Technology, YMCA, Faridabad.
39. The Vice Chancellor,
Gurugram University, Gurugram.
40. The Vice Chancellor,
Chaudhary Bansi Lal University, Bhiwani.
41. The Vice Chancellor,
Chaudhary Ranbir Singh University, Jind.
42. The Vice Chancellor,
Shri Vishwakarma Skill University, Haryana.
43. The Vice Chancellor,
Dada Lakhmi Chand State University of Performing and Visual Arts, Rohtak.
44. The Vice Chancellor,
Chaudhary Devi Lal University, Sirsa.
45. The Vice Chancellor,
Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan, Sonapat.
46. The Vice Chancellor,
Choudhary Charan Singh Haryana Agricultural University Hisar.
47. The Vice Chancellor,
Deen Bandhu Chootu Ram University of Science & Technology, Murthal.



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48. The Vice Chancellor,
Kurukshetra University, Kurukshetra.
49. The Vice Chancellor,
Maharana Pratap Horticultural University, Karnal.
50. The Vice Chancellor,
MD University, Rohtak.
51. The Vice Chancellor,
Indira Gandhi University, Meerpur, Rewari.



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Proceedings of the second meeting of the Executive Committee of Project Management Unit (PMU) for Haryana Engineering Works Portal (HEWP) to review the implementation of HEWP held on 29.07.2024 at 02:30 PM under the Chairmanship of the Project Director, HEWP.

The second meeting of the Executive Committee of PMU for HEWP to review the implementation of HEWP was held on 29.07.2024 at 02:30 PM under the Chairmanship of the Project Director, HEWP in the Conference Hall of Haryana PHE Department, Sector-4, Panchkula.

Participants:

Attendance sheet of the members who attended the meeting physically is enclosed as **Annexure-I**.

Attendance sheet of the members who attended the meeting through Video Conferencing is enclosed as **Annexure-II**.

A list of the Departments/ Organizations from which no officer attended (physically or through Video Conferencing) the meeting is enclosed as **Annexure-III**.

The Project Director, Haryana Engineering Works Portal welcomed all the participants in the meeting. The various agenda points were explained to the participants as per agenda sequences.

Agenda wise proceedings of the meeting are as under:-

Item No. 1: Delay in Scoring of Works:

The scoring of the contractor works is to be done by the concerned Executive Engineer within 15 days. Since the majority of unscored contractor works are pending within the "Development and Panchayat Department" and the "Municipal Corporation/ Urban Local Bodies", the concerned Nodal Officers were asked to get cleared the pendency at the earliest. The Nodal Officers may get necessary instructions issued from the respective Department/ Organization to their field offices for scoring of contractor works within stipulated time and send copy of these instructions to Project Director HEWP.

Item No. 2: Resolving Department related Tickets raised on HEWP:

The necessary action is required to be taken to resolve the pending Department related Tickets on HEWP and the concerned Nodal Officer HEWP may get instructions issued to the field offices for early resolution of Department related Tickets and send copy of these instructions to Project Director HEWP.



Item No. 3: Constitution of a Guidance Team at the Headquarters Level for Departments/ Boards/ Corporations/ Universities on-boarded on HEWP:

The following actions need to be taken in this regard:

- **Establish Guidance Teams:** Formulate and implement the Guidance Team within each organization to improve internal support for HEWP users.
- **Organize Training Sessions:** Arrange and conduct interactive training sessions to enhance proficiency and support.
- **Ensure Regular Updates and Participation:** Ensure that guidance teams consistently review updates, user manuals, and actively participate in all training sessions to effectively assist their field offices.

The above actions need to be pursued by the Nodal Officers HEWP and the complete particulars of the guidance team constituted by the respective Department/ Organization may be sent to the Project Director HEWP.

Item No. 4: Raising Tickets on the 'Help and Support' Module of HEWP:

The following information need to supplied while raising Ticket for a grievance on HEWP:

- Every grievance must include the Estimate ID, DNIT ID, Tender ID or Unique Reference Number assigned to the Tender/ DNIT/ Estimates.
- Tickets should be registered under the appropriate sub-category related to the grievance module.
- Screenshots and relevant documents provided by users should be in a clearly visible format.

The Nodal Officers HEWP need to sensitize the field offices/ contractors by writing letter to them and forward a copy of this letter to the Project Director HEWP.

Item No. 5: Delay in Processing Registration Applications of Contractors:

The Nodal Officers HEWP of IRWD, PWD (B&R) and PHED may get necessary instructions issued from the respective Departments to concerned Executive Engineers to prioritize the processing of delayed Registration Applications and send copy of the instructions to the Project Director HEWP.

(Action to be taken by :- IRWD, PWD (B&R) and PHED)



Item No. 6: Office/ Designation Mapping:

The Office/ Designation Mapping on the HEWP in respect of the recently on-boarded Government Organizations is required to be completed by the respective Nodal Officer HEWP without further delay. The concerned Nodal Officer HEWP are required to send the completion report of this activity to the Project Director HEWP.

(Action to be taken by :- BPS Mahila Vishwavidyalaya Khanpur Kalan Sonipat, Faridabad City Transport Services Limited, Pandit Lakhmi Chand State University of Performing & Visual Arts Rohtak, Skill Development & Industrial Training Department)

Item No. 7: Limit of Exemption of EMD as per Contractor Class:

Before granting EMD exemptions, the concerned officer must verify the contractor's name and score against the Class-wise list available on the HEWP 'Home Page'. This verification is crucial to ensure that contractors registered in a lower class do not receive EMD exemption for projects exceeding the limits specified for their class.

The concerned officer must also verify before granting the EMD exemption that the contractor has attached the EMD declaration form downloaded for the specific tender for which the exemption is sought. If the declaration form is not uploaded for the respective tender, the exemption will not be valid.

The Nodal Officers HEWP need to sensitize the field officers in this regard.

Item No. 8: Deletion of Finally Saved Estimates:

The estimates can be deleted from HEWP by adopting the following procedure:

Estimates Not Finally Saved: The authority to close these estimates is already with the concerned Executive Engineer, who should perform the closure from their login.

Estimates Finally Saved or Approved: Closure of these estimates is within the authority of the concerned Nodal Officer HEWP of the Department/ Organization.

The Nodal Officers HEWP need to sensitize the field officers in this regard.



Item No. 9: Updation of HRMS for Regular Cadre Employees:

It was emphasized that all Departments/Organizations utilizing the HRMS must ensure the timely update of employee data within their HRMS systems. This is crucial as any delay in updating employee data in HRMS affects the functionality of HEWP, where the data is reflected the following day.

However, Tickets are being received in HEWP due to the lack of awareness regarding this procedure. The Nodal Officers HEWP may ensure that such updates should be managed within HRMS by the respective Department/ Organization.

Item No. 10: Implementation of HRMS in all Departments/ Boards/ Corporations/ Universities:

It was emphasized that the Organizations not currently using HRMS are required to implement HRMS to:

1. Ensure accurate and timely updates for employee data.
2. Facilitate the integration of government officers' data from HRMS into HEWP.

The concerned Nodal Officers HEWP may take up the matter for implementation of HRMS within the respective Organization.

(Action to be taken by:- Gurugram Metropolitan Development Authority, Faridabad Metropolitan Development Authority, Panchkula Metropolitan Development Authority, Sonapat Metropolitan Development Authority)

Item No. 11: Persuasion of contractors for depositing Security:

One Time Deposit (OTD) (Refundable) is required to be deposited by the contractors to complete the registration process but several contractors do not deposit said OTD inspite of approval of their registration application. The Nodal Officers HEWP may follow up with the concerned field officers, where these contractors are working, to pursue with respective contractors to deposit the OTD.

Item No. 12: Identification of Master Trainers in various Departments/ Boards/ Corporations/ Universities:

The Master Trainers are required to be identified from the respective Department/ Organization to receive training from the HEWP Team, equipping them to effectively train other staff members within their Organization. The Nodal Officers HEWP may take up this matter with the respective Department/Organization and send the name of these Master Trainers to the Project Director HEWP so that the training may be arranged.



Item No. 13: Proposed changes in Common Bid Document (CBD):

A proposal for changes in the Common Bid Document (CBD) has been submitted to the Haryana Public Works Department (B&R), Chandigarh, for necessary action vide memo no. 44828-PHE/ HEWP dated 14.05.2024. The approval of the proposal is awaited from PWD (B&R).

(Action to be taken by:- PWD (B&R))

Item No. 14: Debarring of contractors due to non submission of Performance Bank Guarantee (PBG):

A new provision has been created on HEWP, for the contractors debarred due to non submission of PBG within stipulated time, allowing contractors to submit an appeal through their HEWP login, alongwith proof of PBG deposit. Under the new procedure, contractors can submit their appeal online via their HEWP login, including proof of PBG deposit. Once submitted, the appeal will be visible to the concerned Executive Engineer in their login. The Executive Engineer will review the records and, if appropriate, accept the appeal. Upon acceptance, the contractor's debarment will be revoked.

The Nodal Officers HEWP may sensitize the various field officers and contractors in this regard.

Item No. 15: Change of Nodal Officer:

To ensure effective management and continuity, any change of Nodal Officer HEWP should be promptly communicated through Email at info-hewp.pwd@hry.gov.in.

Item No. 16: Challenges/ Issues:

The Nodal Officers HEWP were asked to share any challenges or issues they are facing with the HEW Portal.

The following issues were raised by the Nodal Officer HEWP Urban Local Bodies Department:

1. User credentials for Commissioner of Municipal Corporation (CMC) and District Municipal Commissioner (DMC) need to be created.
2. The provision should be made for scoring contractors work before closing the agreement.

(Action to be taken by:- HEWP Team)



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Item No. 17: Feedback/ Suggestions:

The Nodal Officers HEWP were asked to provide their feedback and suggestions to improve the effectiveness of the HEWP.

The following suggestions were made by the Nodal Officers:

1. EMD release guidelines should be mentioned in the CBD.
2. The validity of EMD exemption should be included in the EMD declaration form.

(Action to be taken by:- HEWP Team)

Item No. 18: Any other Agenda Item:

A provision for Bid Capacity has been implemented on the HEW Portal. Contractors can now download and check their bid capacity for any live tender and check their bid capacity for any live tender and shall have to submit its signed copy alongwith other documents of tender. The concerned Executive Engineer will ensure carefully the correctness of this bid capacity while scrutinizing this tender.

The Nodal Officers HEWP may convey this information to the various field offices.

Note:-

The action in respect of Item No. 1 to 4, 7 to 9, 11 to 15 and 18 is to be taken by all Departments/ Boards/ Corporations/ Universities etc. on-boarded on HEWP. The name of Department/ Board/ Corporation/ University etc. on-boarded on HEWP required to take action against point number 5, 6 & 10 has been indicated against the respective item.

It was emphasized by the Project Director HEWP that collaborative efforts are required to ensure the successful implementation and continuous improvement of the HEWP.

The meeting ended with vote of thanks to the chair and all present.



**HARYANA ENGINEERING WORKS PORTAL
PUBLIC HEALTH ENGINEERING DEPARTMENT**

Bays No. 13-18, Sector 4, Panchkula – 134112

Website: <https://works.haryana.gov.in>

Phone Number: 0172 2564083

Email: info-hewp.pwd@hry.gov.in



ANNEXURE-I

Attendance sheet of the members who physically attended the second meeting of the Executive Committee of PMU for HEWP held on 29/07/2024:

Sr. No.	Name	Designation	Name of Department	Mobile No.
1.	Sh. Harish Chandra Pant	Superintending Engineer (Const.)	Uttar Haryana Bijli Vitran Nigam Limited	9023726614
2.	Sh. Darshan Singh	Superintending Engineer (Civil)	Uttar Haryana Bijli Vitran Nigam Limited	9357812808
3.	Sh. Vivek Gill	Superintending Engineer (HQ)	Urban Local Bodies Department Haryana	
4.	Dr. Devinder Sihag	Joint Director	Agriculture and Farmers Welfare Department	9416380656
5.	Sh. Amit Dua	Executive Engineer (HQ)	Haryana State Cooperative Supply and Marketing Federation Limited	7206232575
6.	Sh. Bhupinder Singh	Executive Engineer	Haryana School Shiksha Pariyojna Parishad	9467807464
7.	Sh. Gaurav Anand	Executive Engineer	Urban Local Bodies Department Haryana	9779249515
8.	Sh. Dhiraj Kumar Gupta	Executive Engineer	Haryana Police Housing Corporation Limited	9417317730
9.	Sh. Lalit	Executive Engineer	Housing Board Haryana	7404316825
10.	Sh. Arvind	Executive Engineer	Panchkula Metropolitan Development Authority	9468434344
11.	Sh. Surinder Pal	Assistant Engineer	Fisheries Department, Haryana	9466620706
12.	Sh. Dharmender Sharma	Sub Divisional Engineer (Civil)	Guru Jambheshwar University of Science & Technology, Hisar	9466170501
13.	Sh. Naresh Sandhu	Sub Divisional Officer (Civil)	Shri Vishwakarma Skill University, Haryana	9729969911
14.	Sh. Aman Dhiman	Sub Divisional Officer	The Haryana State Cooperative Labour & Construction Federation Limited	9468002209
15.	Sh. Balwant Arora	Sub Divisional Engineer	Haryana Shehri Vikas Pradhikaran	
16.	Sh. Parveen Kumar	Junior Engineer (Civil)	Horticulture Department, Haryana	9316233344
17.	Sh. Naveen Sharma	Draftsman (Civil)	Guru Jambheshwar University of Science & Technology, Hisar	9034309896
18.	Sh. Rakesh Kumar	Assistant	Horticulture Department, Haryana	7973272916
19.	Sh. Raj Kumar		Skill Development & Industrial Training Department	8968068091



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ANNEXURE-II

Attendance sheet of the members who attended, through Video Conferencing, the second meeting of the Executive Committee of PMU for HEWP held on 29/07/2024:

Sr. No.	Name	Designation	Name of Department	Mobile No.
1.	Sh. Parveen Dahiya	Dy. Secy./Generation	Haryana Power Generation Corporation Limited	9355084688
2.	Sh. Ashish Gupta	Superintending Engineer	Haryana State Agricultural Marketing Board	9466047318
3.	Sh. D.K. Jain	Superintending Engineer	Haryana Irrigation & Water Resources Department.	9872019843
4.	Ms. Yashna Gupta	Executive Engineer	Haryana Power Generation Corporation Limited	9915436918
5.	Sh. Raveesh Pratap	Executive Engineer	Haryana Irrigation & Water Resources Department	7696953947
6.	Sh. Dharambir Malik	Executive Engineer	Choudhary Charan Singh Haryana Agricultural University Hisar	9416278313
7.	Sh. Pankaj Sharma	Executive Engineer Civil	Kurukshetra University, Kurukshetra	9464410848
8.	Sh. Amit Kaushik	Executive Engineer	Sonapat Metropolitan Development Authority	8607262407
9.	Sh. Rajesh Ninaniya	Executive Engineer	Dakshin Haryana Bijli Vitran Nigam Limited	9812452530
10.	Sh. Vikas Dahiya	Executive Engineer	Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan, Sonapat	9027800000
11.	Sh. Pankaj Gaur	Executive Engineer	Deen Bandhu Chootu Ram University of Science & Technology, Murthal	9050171689
12.	Sh. Anil Sharma	Executive Engineer	J.C Bose University Of Science And Technology, YMCA, Faridabad	8860451489
13.	Sh. Anuj Gupta	Executive Engineer	Maharana Pratap Horticultural University, Karnal	9315512333
14.	Sh. Ankit Bhardwaj	Executive Engineer	Faridabad Metropolitan Development Authority	9990606765
15.	Sh. Satish Mittal	Executive Engineer	MD University, Rohtak	9416557771
16.	Er. K. K. Sharma	Advisor (Engineering)	Chaudhary Bansi Lal University, Bhiwani	9315315609
17.	Sh. Anoop	Assistant General Manager	Haryana State Industrial & Infrastructure Development Corporation	8558829224



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18.	Sh. Rajpal	Deputy Director	Local Audit Department, Haryana	9416767692
19.	Sh. Ajit Kumar Bhadu	Project Officer	Haryana Renewable Energy Development Agency	9872955129
20.	PCCF Haryana		Forests Department, Haryana	9416745128
21.	Sh. Surinder Singh	Sub Divisional Engineer	Indira Gandhi University, Meerapur, Rewari	9729540309
22.	Sh. Rakesh Pahuja	Sub Divisional Engineer	Shri Mata Mansa Devi Shrine Board Panchkula, Haryana	9815336655
23.	Ms. Jyoti Sharma	Programmer	Haryana State Roads and Bridges Development Corporation	9646332165
24.	Sh. Satish Gupta	Consultant	Development and Panchayats Department	8176051653
25.	Sh. Ajmer Mahla	IT Expert	Horticulture Department, Haryana	7015241695
26.	Ms. Kavita Sharma	Data Entry Operator	Uttar Haryana Bijli Vitran Nigam Limited	8054072274



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ANNEXURE-III

List of Organizations from which no officers attended (physically or through Video Conferencing) the second meeting of PMU for HEWP held on 29/07/2024.

Sr. No.	Name of Department
1.	Gurugram Metropolitan Development Authority
2.	Haryana Vidyut Prasaran Nigam Limited
3.	Micro Irrigation & Command Area Development Authority
4.	Haryana Irrigation Research & Management Institute
5.	Haryana State Warehousing Corporation
6.	Haryana Tourism Corporation Limited
7.	Haryana Rural Development Fund Administration Board, Chandigarh
8.	Faridabad Smart City Limited
9.	Gurugram University, Gurugram
10.	Chaudhary Ranbir Singh University, Jind
11.	Dada Lakhmi Chand State University of Performing and Visual Arts, Rohtak
12.	Chaudhary Devi Lal University, Sirsa