Most Urgent/ Time Bound

From

The Engineer-in-Chief, Haryana,
Public Health Engineering Department,
Panchkula.

To

All Superintending Engineers,
&
All Executive Engineers,
Public Health Engineering Circles / Divisions,
In Haryana State.

Memo. No. 17511 – 81 dated:- CD-23-26/02/2015.

Subject:- **Entry of Elements (Components) Details of Commissioned STP in Assets/ Works Monitoring System (AWMS).**

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Kindly refer to this office instructions circulated vide Memo No. 6105-75/PHE-Coord./CD-23 dated. 22.01.2015 vide which it has been asked for entering data pertaining to Sewage Treatment Plants (STP) of PHED.

In this regard, the following activities for **Entry of Elements / components of commissioned STPs are required to be done before 10.03.2015 from the Login of concerned Executive Engineer**:-

Sr. No	Abbreviated Name of Activity	Purpose of Activity	Steps to be followed on website
Assets/Works Monitoring System :-			
1	Entry of **Type of STP (on the basis Technology used)** for Commissioned STP.	**Edit/Update the Type (Technology) of Commissioned STPs**	**Select Assets/Works Monitoring System** >> Enter Existing User Id & Password >> Select STP/ Sewerage System >> Select" Commissioned STP/Sewerage System" >> Select "Edit STP/ Sewerage System Info" >> Select the STP Name >> Select appropriate Technology in "STP Type" >> Click on "Update"
2	Entry of **STP/ Sewerage Components** in Commissioned STP/Sewerage System.	Entry of all the STP components in the **Assets/Works Monitoring System.**	**Select Assets/Works Monitoring System** >> Enter Existing User Id & Password >> Select STP/ Sewerage System >> Select "Commissioned STP/Sewerage System" >> Select "Add STP/ Sewerage Component" >> Select the STP Name >> Select all appropriate component/ element one by one and add its Quantity >> Click on "Add".
3	**Add Element Details** in Commissioned STP.	Entry of details of all the Elements of STP components in the **Assets/ Works Monitoring System.**	**Select Assets/Works Monitoring System** >> Enter Existing User Id & Password >> Select STP/ Sewerage System >> Select "Commissioned STP/Sewerage System" >> Select "Add Element Details" >> Select "Component Name" >> Select the "Element Name" >> Fill the detail of element >> Click on "Save".

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Sr. No	Abbreviated Name of Activity	Purpose of Activity	Steps to be followed on website
4	**Report of "Component Details" in STP**	To ensure that entry of all the Components/ elements of Commissioned STPs is entered / updated in **Assets/ Works Monitoring System.**	**Select Assets/Works Monitoring System** >> Enter Existing User Id & Password >> Select STP/ Sewerage System >> Reports >> Components Details >> Click on "Show Reports".

It is therefore requested that details of all the Elements/ components of Commissioned STPs be entered in Assets/ Works Monitoring System module of PHED website.

Executive Engineers are requested to send the following certificate **till 10th March 2015** by checking the above said report:-

"***Certified that Entry Type of STP (Technology) & entry of all the Elements (components) of commissioned STPs under the jurisdiction of this Division have been entered in Assets/ Works Monitoring System of PHED website***"

This is for your information and matter may be conveyed to all the concerned.

Please treat it as the MOST URGENT.

26/2/15

Executive Engineer (Coord.),
For Engineer-in-Chief, Haryana.

26/2/15

Endst. No. Even 17582-96 Dated: 26/2/15 Even

A copy of the above is forwarded to the following for information and necessary action:-

1. Chief Engineer, (Project/ Rural/ Urban/ Prog./ Mech.) Public Health Engineering Deptt.
2. Chief Engineer-Cum-Dir.(WSSO), PHED.
3. All SEs/EEs/ SDEs in Head Office.
4. All Branch In-charge in Head Office.

26/2/15

Executive Engineer (Coord.),
For Engineer-in-Chief, Haryana.

26/2/15