

**KARNATAKA POWER TRANSMISSION CORPORATION LIMITED**

**Master Data of a Project(MDP)**

**Responsibility Centres for Maintenance and Monitoring of MDP**

**I. OBJECTIVES OF MDP :**

- It ensures complete data both Technical as well as Financial pertaining to each project. It helps the various Responsibility Centres at Divisional/ Circle/ Zonal and Corporate Level to know the status of each work at a given time.
- It throws light on various stages of work for which the concerned Responsibility Centres shall initiate action to Speed up the work and take necessary action to ensure the completion of the project on time efficiently.
- It ensures effective and efficient monitoring of works
- It aims to avoid unnecessary time and Cost over run.
- It helps to generate various reports required on a project.
- It ensures Budgetary Control.

**II. Primary Centre for maintenance of MDP :**

- Executive Engineers, Elecl, Accounts Officer and Asst.Exe.Engr.Elel (Office) of all Major Works Divisions and concerned TLSS Divisions wherever applicable.

**III Monitoring Centre for MDP:**

- Superintending Engineers, Elecl & Dy.Controller of Accounts of respective Works & Maintenance Circles.

**IV. Nodal Centre for MDP :**

- Controller (APR), KPTCL, Kaveri Bhavan, Bangalore.

**V. Duties of Primary Centre:**

- First time/initial entering of Relevant Data in MDP Format in respect of all Capital Works covered under APW and the same shall be sent to Nodal Centre through E.mail.
- Once the base data is available on the KPTCL Web, update both Technical and Financial details once in a fortnight ( i.e., on 16<sup>th</sup> and 1<sup>st</sup> of every month) in the existing XL Sheet & Email the same to Monitoring Centre until further instructions
- EEs/AO's are requested **NOT** to modify the format or change the cell numbers. Any modification sought for may please be discussed with the nodal centre.

**VI. Duties of Monitoring Centre:**

- Ensure the data is entered in respect of all the Works in the MDP Format by the Primary Centres for each work and sent the same through E.mail to Nodal Centre latest by 15<sup>th</sup> December.2010.
- To ensure the data is updated by the Primary Centre once in fortnight. (i.e., on 16<sup>th</sup> & 1<sup>st</sup> of every month)
- Data so updated once in a fortnight shall be validated by the SE & DCA of the concerned Works & Maintenance Circle & the same shall be Emailed to Nodal Centre within 20<sup>th</sup> & 5<sup>th</sup> of every month.
- To take necessary steps based on data to speed up and complete the work on time to avoid cost over run.
- Action taken report on the same should be sent to the Nodal Centre by 10<sup>th</sup> of following month.

**VII. Duties of Nodal Centre:**

- To ensure that the first time/initial MDP is received in respect of all works from Primary Centre within the stipulated date
- To verify the correctness of the data entered in the Format
- To ensure the MDP so received is hoisted in KPTCL Web.
- To pursue with the Monitoring Centre regarding updating of MDP once in a fortnight & the updated Emails received from the Monitoring Centre is hoisted in the KPTCL Web.

**VIII. Duties of Zonal Centre/Office:**

- Concerned Zonal Chief Engineers, Electy., and Controllers shall review the status of MDP in their Monthly Review Meetings. They shall ensure the works are completed in all respects within the targeted date in order to ensure efficiency and to avoid Cost over run.
- The copy of the proceedings on the subject issue shall be sent to Nodal Centre.

**IX. Additional information to be annexed to MDP:**

- Pert Chart/ Activity Chart
- Any other information related to the work.

**X. Request to the turnkey contractors/agencies:**

- Please report any disparity in the data to the concerned Chief Engineer Electy and to the Nodal Centre. The contact No. of the Nodal Centre/CEEs/ are as follows.

Sl.No	Transmission Zone	Mobile No.	Email-id
1	Bangalore	94483-51529	<a href="mailto:ceemwbz@gmail.com">ceemwbz@gmail.com</a>
2	Gulbarga	94483-63863	<a href="mailto:ceetzglb@yahoo.co.in">ceetzglb@yahoo.co.in</a>
3	Mysore	94483-80803	<a href="mailto:ceetzmys@gmail.com">ceetzmys@gmail.com</a>
4	Hassan	94483-51532	<a href="mailto:ceehsn@gmail.com">ceehsn@gmail.com</a>
5	Bagalkot	94483-51531	<a href="mailto:ceemwz_kptclbgkt@rediffmail.com">ceemwz_kptclbgkt@rediffmail.com</a>
6	Tumkur	94487-17504	<a href="mailto:ceetkr@gmail.com">ceetkr@gmail.com</a>
	Nodal Centre		
7	Controller(APR)	94480-78759	<a href="mailto:ca_apr@yahoo.co.in">ca_apr@yahoo.co.in</a> subramanyam5122@gmail.com
8	EEE(APR)	94483-65186	-do-