Minutes of the IT Review Meeting held on 07/01/2023

Present:

1. Sri. Venkatesapathy. S, IAS, Managing Director
2. Smt. Sheeja Rani C.R, Secretary, KWA
3. Sri. S. V. P. Jithendriyan, ADBA 1
4. Sri. Binukumar G. S, ADBA2
5. Shanti. V. P, AEE IT
6. Sri. Rahul K.R, A.E
7. Sri. Aravind R Kumar, SS RMC
8. Remote & HQ IT Team Members and Developers.

The meeting Started at 10.30 AM through VC.

At the outset the Managing Director welcomed all the participants and discussed the following points

in detail.

Sl No	Project	Person Responsible	Deliberations and Decisions
1.	Presentation of Kotak Mahindra Bank	Binu Kumar	• MD directed to issue the letter to Kotak Mahindra urgently as per Board Resolution for implementing an end to end water billing solution to KWA.
2.	Proposal from the ICICI bank as a service provider	Binu Kumar	• MD directed to issue an intimation letter to ICICI officials regarding the incorporation of ICICI Bank services in the KWA .
3.	K-SELF and K-METER Apps	Jithendriyan	• MD directed to avail the K-METER App and K-SELF App in the Playstore as early as possible and the district wise data related to the usage of the Application to be made available in the website. MD also directed to put both Applications in the KWA Website. • MD directed to provide SMS to promote Self meter reading application among consumers. It can be done in combination with the current SMS also.
4.	Virtual IT Team	Shanti.V.P	• AEE IT informed that the inhouse internal trainings to newly joined Virtual IT team members has been completed and are continuing with the duties assigned. • MD directed to extend the tenure of the interns for another one year as senior interns, if necessary.

			• Secretary informed that the proceedings related to the technical training proposal submitted by the virtual IT personnel has been approved.
5.	Difference in the number of connection in website and the DCB	jithendriyan	• ADBA 1 informed that the necessary actions has been made to rectify the difference in the number of connections.
6.	Plumber license application	Binu Kumar/ Sachin	• ADBA 2 informed that the last date for submitting online application has been extended upto 09/01/2023 and only 200 applications have been received so far. • MD suggested that more candidates can apply only after modifications in special rules are implemented. • Sri. Sachin informed that the module for issuing show cause notice to the 10% non performing plumbers is live now and has been made available to the admin panel. • MD directed to publish the non- performing plumber's details in the website.
7.	API Integration with Banks	Kaushik/ Aneesh/ Viju	• Sri. Kaushik informed that the integration of the payment channels and service charges can be completed by 12/01/2023. • ADBA 2 informed that training has been scheduled to Sri. Viju and Aneesh for handling the payment platforms in the absence of Sri. Kaushik. • The following works are entrusted to Viju and Aneesh. • Integrating SBI to the newly created service charge payment, Unit testing and integration testing of the SBI Integration to the service charge payment API **(viju)** • **F**ederal bank integration to the newly created payment API and newly created service charge API (Aneesh) • Rewriting the current e-payment front end according to the change of the payment API, End to end testing of the Bill desk payment and SBI payment API., Rewriting the administration part of the Billdesk and SBI integration according to the change of payment API (KAUSHIK)
			• AEE IT informed that responses for the Solution architect and the senior programmers were received and it was kept pending as the CE informed that the appointments should be made through Employment Exchange as per GO from the government. • MD directed to go ahead with the interview as scheduled on

8.	Comprehensive IT Solution	Shanti .V.P & Binu Kumar G.S	the ground that the applications were invited before the Government order. • MD directed to go ahead with the selection procedures of Software developers and Technical Assistant as KWA initiated the recruitment procedures before the issuance of the GO to fill the vacancies from employment exchange. • Keep it in the board for approval and governement sanctions if necessary. • ADBA 2 informed that the K-DISC team has informed that they are planning to involve Origami Technologies and a data warehousing Start-up Company for Comprehensive IT Solution • MD directed to prepare three plans for implementing Comprehensive IT solution 1) PLAN A - Using readily available module like Kotak Mahindra's proposal of end to end comprehensive IT solution. 2) PLAN B - Proceed discussions of K-DISC with Origami Technologies. 3) PLAN C - Co-ordinating all theses using our internal staff
9.	Fine implementation in e-Abacus	Sibi V	• Smt. Sibi informed that she has completed developing the fine implementation module and handed over to ADBA 1 for testing • ADBA1 informed that the module is being tested by two newly recruited staffs and the testing needs 3 or more days depending on errors to be fixed. • MD directed to complete the module on 18/01/2023.
10.	Migration to Cloud	Navajyoth	• Navajyoth informed that plan has been made to launch and migrate the O&M and MARCH softwares in the VM on 09/01/2023. • MD directed to audit the e-Tapp version 1 and further developments in e-Tapp can be audited later. • Sri. Biju informed that the backup data for the e-tapp version 1 was fixed up to 06/01/2023 and the scoping sheet submitted for auditing. The further developments can be made parallely.
	Issues related to e-		• ADBA 1 informed that out of 101 issues reported related to e-Abacus, 60 has been resolved. Around 25 issues are related to K-Disc Applications and e-Tapp are to be

11.	Issue related to e-Abacus	Jithendriyan	• resolved. • A Revenue committee has been constituted by Dy. A.M with IT Team, The RMC Team and the ROs to discuss the revenue related issues.
12.	Decentralization of report generation in e-Abacus	Jithendriyan	• ADBA 1 informed that due to the lack of resources, the decentralization process could not be progressed further. The orientation has been given to the newly appointed virtual team and the work has yet to be started • MD directed to set a target time frame to the selected personnel to complete the report generation process.
13.	Green Bill	Bejoy Justin	• ADBA 2 informed that around 5.5 Lakhs consumers have been opted for Green billing so far. • MD directed to make more publicity regarding the Self meter reading app along with the Green bill system via SMS. • MD authorised Secretary to do the needful to publish the details of the Green bill and the self reading application in the Newspaper.
14.	Bill Posting	Aravind R Kumar	• SS informed that the e-post system is charging Rs. 6 per bill from cooperates which is not economically beneficial for KWA. • MD directed to drop the idea.
15.	Incentive system for online payment.	Aravind R Kumar	• MD directed Sri. Rahul K.R to follow up with the Government.
16.	Ranking Systems in PASK	Binu Kumar G.S	• ADBA 2 informed that there is need of clarification regarding the ranking system. MD directed to conduct a meeting regarding this in the MD's chamber.
17.	MARCH and O&M	Binu Kumar G.S	• ADBA 2 informed that there is need of clarification regarding the ranking system. MD directed to conduct a meeting regarding this in the MD's chamber.
			• AE informed that 130 Laptops have already been availed and has to be distributed. 9 High end Laptops can be expected to be availed before 14/01/2023. • A technical bid for the purchase of 156 tablets has been opened in the GeM portal based on the

18.	Purchase of Laptops for ERP and Computer revamping	Aneesh Kumar, AE Purchase	recommendation the purchase committee. A note has been prepared for placing before the Technical Committee in this regard so as to open the financial bid . • MD directed to get the tablets delivered as early as possible so that it can be issued to the field staffs. AE informed that all the procedures required minimum 2 months to complete and will be finished before 07/03/2023. • MD directed to revamp the remaining computers also as early as possible.
19.	Whatsapp message implementation in PASK	Binu Kumar G.S	• ADBA2 informed that the SMS system through Whatsapp is costly when compared to the normal SMS system. Enquired to Origami if it any solution regarding this is available.
20.	Migration to cloud	Navajyoth/Shanti	*(table below)*

Software to be Audited	Status	Expected Completion Date
PASK	VM has to be availed	16/01/2023
O&M	Certificate availed	09/01/2023
MARCH	Certificate availed	09/01/2023
E-TAPP	To be audited	28/02/2023
AQUALOOM	The new version has been implemented in KWA server. After trial runs, it will be moved to SDC.	30/01/2023
Website	Auditing completed and moved to SDC	
Quick pay	VM has availed	12/01/23
GIS	VM availed and implemented. Testing ongoing	30/01/23

21.	SBI Banking Solution	Aravind R Kumar,	SS RMC presented the detailed status of the project. • SS RMC informed that a tender is about to be invited for the software developments by the SBI team for the analytical data and graphical representation works. Three modules pertaining to accounts, revenue and funds will be developed are planning to be developed based on the Detailed URS which has been handed over to the SBI Team in this regard. • API development from the KWA side for automatic VAN reconciliation is progressing. Sri. Aneesh V was entrusted for developing the API and will take take three more months to complete the integration.

			• SS informed that regarding the closing of dormant accounts, intimation has been received from RBI support mail service that it will be credited to KWA account before 15/01/2023. • MD directed to publish the details of the offices in the website who have not been requested yet for Internet banking facility.
22.	GIS- Real Time Water Utility Model	Rahul K.R A.E, Divya Shankar, Ashish Babu	• AE informed that the efficiency index for the Trivandrum scheme has been prepared, but the prepared index is incomplete in the absence of absolute data. • MD directed to develop the index from the available data and publish it in the website .
23.	LIMS development	Revathy	• The project is yet to be started. The URS has to be availed from SRI after verification from EE SRI. • MD directed to go ahead with the development after finishing the development of AQUALOOM software.
24.	K-FON	Haridasan/Prakash	• Sri. Prakash informed that in 192 offices, first phase of K-FON have been implemented and 78 offices have been connected to K-FON. • MD informed that K-FON officials intimated that the ONDs should be in a switch on mode all the time and if it gets tripped, it has to be made switch on physically.
25.	Ultra short throw Projector	Ratheesh Babu	• AE informed that financial bid has been opened for the purchase of the projector and the work order can be placed by 09/01/2023 and the product can be delivered within a week. • MD directed to purchase such things from GeM (if it is Available) instead of CPRCS portal to avoid bid formalities.and delay.
26.	Cash Back of Deposit Amount (Special Connection)	Sachin	• Sri. Sachin informed that the development of the module has been completed and it has been added to the e-Tapp software. • MD directed to publish the details in the website.
27.	Online Booking of Guest House	Binu Kumar	• ADBA 2 informed that an initial design has been prepared in this regard and can be developed within two months.

28.	Hike in Salary of Contract Programmers	AEE IT	• MD informed that the Board has decided to forward the subject matter to Government for decision making. • ADBA 2 informed that the CE has suggested to wait for government decision before publishing notifications. • MD directed to go ahead with the procedures for publishing notifications with the present salary.
29.	Office allocation	AEE IT	• ADBA 2 informed that the proceeding has been issued regarding the office allocation of the virtual IT members.

MD thanked all the participants and the meeting concluded by 12 P.M.