

Content Monitoring and Review Policy

Each and every bit of content published on the Central Electricity Authority website should be verified and checked thoroughly to ensure that authentic and accurate information is provided to the users of the website. It is, therefore, required to keep the content on the website current and up-to-date and hence there is a need for a content Review Policy. The Review Policy is based on different types of content elements, their validity and relevance as well as the archival policy. The matrix enlisted gives the Content Review Policy.

S.No.		Subjects(section/sub section)	Division	Basic of content			Frequency of Review	Reviewer Level 3: DD/JD Level 4: JD/Director
				Event	Time	Policy		
1.	Home		IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.	About Us		IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.		Functions	IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.		Vision and Mission	IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.		Organization Structure	IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.		Profiles of Chairperson and members	IT Division	√	√		Whenever there is a change in the content and	3&4

							once is A quarter as a policy.	
5.		Citizen charter	IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.		Offices of CEA	IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.	Wings							
1.	Chairperson's Office							
1.1		Office of Principal Chief Engineer-I	Office of Principal Chief Engineer-I		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.1.1		Legal Division	Legal Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.1.2		Human Resource Development Division	Human Resource Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.1.3		Power Communication Development Division	Power Communication Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.2		Office of Principal Chief Engineer-II	Office of Principal Chief Engineer-II		√		Whenever there is a change in the content and once is	3&4

							A quarter as a policy.	
1.2.1		Information Technology Division	Information Technology Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.2.2		Coordination Division	Coordination Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.3		Office of Secretary	Office of Secretary		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.3.1		Administration	Administration		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
1.3.2		Project Appraisal Committee Directorate	Project Appraisal Committee Directorate		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.	Planning							
2.1		Integrated Resource Planning Division	Integrated Resource Planning Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.2		Fuel Management Division	Fuel Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

2.3		Research and Development Division	Research and Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.4		Power Data Management Division	Power Data Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.5		Renewable Project Monitoring Division	Renewable Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.6		Renewable Technology and Integration Division	Renewable Technology and Integration Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.7		Power Survey & Load Forecasting Division	Power Survey & Load Forecasting Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.	Thermal							
3.1		Thermal Project Monitoring Division	Thermal Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.2		Thermal Performance Evaluation & Climate Change Division	Thermal Performance Evaluation & Climate Change Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.3		Thermal Engineering & Technology	Thermal Engineering & Technology		√		Whenever there is a change in the content and once is	3&4

		Development Division	Development Division				A quarter as a policy.	
3.4		Thermal Project Planning & Development Division	Thermal Project Planning & Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.5		Ultra Mega Power Project Division	Ultra Mega Power Project Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.6		Thermal Project Renovation & Modernisation Division	Thermal Project Renovation & Modernisation Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.7		Thermal Civil Design Division	Thermal Civil Design Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.	Hydro							
4.1		Hydro Project Appraisal Division	Hydro Project Appraisal Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.2		Hydro Electric Potential Reassessment Division	Hydro Electric Potential Reassessment Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.3		Hydro Project Planning & Investigation Division	Hydro Project Planning & Investigation Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

4.4		Hydro Project Monitoring Division	Hydro Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.5		Hydro Engineering & Technology Development Division	Hydro Engineering & Technology Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.6		Hydro Engineering Renovation & Modernization Division	Hydro Engineering Renovation & Modernization Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.	Power System							
5.1		Power System Planning & Appraisal-I Division	Power System Planning & Appraisal-I Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.2		Power System Planning & Appraisal-II Division	Power System Planning & Appraisal-II Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.3		Power System Engineering & Technology Development Division	Power System Engineering & Technology Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.4		Power System Project Monitoring Division	Power System Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.5		Chief Electrical Inspectorate Division	Chief Electrical Inspectorate Division		√		Whenever there is a change in the content and once is	3&4

							A quarter as a policy.	
6.	Grid Operation & Distribution							
6.1		Distribution Planning and Technology Division	Distribution Planning and Technology Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.2		Distribution Policy and Regulations Division	Distribution Policy and Regulations Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.3		Distribution Monitoring Division	Distribution Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.4		Operation Performance Monitoring Division	Operation Performance Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.5		Grid Management Division	Grid Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.6		National Power Committee Division	National Power Committee Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.7		RPC Secretariat	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

7.	Economic & Commercial							
7.1		Financial & Commercial Appraisal Division	Financial & Commercial Appraisal Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.2		Regulatory Affairs Division	Regulatory Affairs Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.3		Financial Studies & Assistance Division	Financial Studies & Assistance Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.4		Economic Policy Division	Economic Policy Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.	Regulations							
1.		Notified Regulations	Distribution Policy and Regulations Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.		Draft Regulations	Distribution Policy and Regulations Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.		Consolidated Regulations	Distribution Policy and Regulations Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.	Reports							
1.	Daily Reports							

1		Daily Generation Report	Operation Performance Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2		Daily Coal Report	Fuel Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3		Daily Renewable Generation Report	Renewable Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.	Monthly Reports							
1.		Electric Vehicle Charging Reports	Research and Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.		Executive Summary Report	Coordination Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.		Fuel Report	Fuel Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.		Installed Capacity Report	Power Data Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.1		Generation Reports						

5.1.1		OPM Report	Operation Performance Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.1.2		Renewable Generation Report	Renewable Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.1		Hydro Reports						
6.1.1		HPA Division Reports	Hydro Project Appraisal Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.1.2		HPI Report	Hydro Project Planning & Investigation Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.1.3		HEPR Report	Hydro Electric Potential Reassessment Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.1.4		HPM Reports	Hydro Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.		Distribution Monitoring Division Reports	Distribution Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
8.		Power Supply Report	Grid Management Division		√		Whenever there is a change in the content and once is	3&4

							A quarter as a policy.	
9.		Transmission Report	Power System Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
10.		Thermal Broad Status Report	Thermal Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
11.		Outstanding Dues Report	Financial Studies & Assistance Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
12.		Market Monitoring Report	Regulatory Affairs Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.	Quarterly Reports							
3.1		Thermal Renovation & Modernization	Thermal Project Renovation & Modernisation Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.2		Thermal Projects under Executive Progress Review	Thermal Project Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.3		R&M of HEP	Hydro Engineering Renovation & Modernization Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

4.	Annual Reports							
4.1		General Review Report	Power Data Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.2		Annual Generation Report	Operation Performance Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.3		Hydro Review Report	Hydro Project Planning & Investigation Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.4		Reports of Distribution and Village Electrification	Distribution Monitoring Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.5		Annual Report	Coordination Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.6		L.G.B.R. Report	Grid Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.7		Annual Fuel Consumption Report	Fuel Management Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.8		Market Monitoring Cell Report	Regulatory Affairs Division		√		Whenever there is a change in the	3&4

							content and once is A quarter as a policy.	
5.		Other Reports	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.	Committees							
1.		PTCC	Power Communication Development Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.	Region Power Committee (Transmission Planning) (RPCTPs)							
2.1		All India	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.2		Northern Region	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.3		Eastern Region	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.4		Southern Region	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

2.5		Western Region	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.6		North Eastern Region	Distribution Monitoring Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.		National Committee on Transmission	Power System Planning & Appraisal-I Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.		National Power Committee	National Power Committee Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
5.		Committee on Failures of Power Equipment	Power System Engineering & Technology Development Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.		Committee on Failures of Transmission Line Towers	Power System Engineering & Technology Development Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.		Standing Committee on Communication System Planning in Power Sector	Power Communication Development Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
7.	Meetings		IT Division	√	√		Whenever there is a change in the content and once is	3&4

							A quarter as a policy.	
8.	CEA Clearances		IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
9.	Dashboard		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
10.	RTI		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
11.	Tenders		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
12.	Important Links							
1.		Ministry of Power	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
2.		Ministry of New and Renewable Energy	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
3.		National Power Portal	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
4.		ISAC – Power	IT Division	√	√		Whenever there is a	3&4

							change in the content and once is A quarter as a policy.	
5.		Parliament questions of Ministry of Power – Lok Sabha – Rajya Sabha	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
6.		Other Links	IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
13.	Official Language Policy		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
14.	Grievance		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
15.	Feedback Form		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
16.	Contact Us		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
17.	Publications		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4

18.	Reports Archive		IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
19.	External Links		IT Division		√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
20.	Sitemap		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
21.	Terms & Condition		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
22.	Disclaimer		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
23.	Privacy Policy		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
24.	Copyright Policy		IT Division	√	√		Whenever there is a change in the content and once is A quarter as a policy.	3&4
25.	Help		IT Division	√	√		Whenever there is a change in the content and once is	3&4

							A quarter as a policy.	
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