

Content Ownership, moderation & approval policy(COMAP)

The content on the website must always be authentic, accurate, and up to-date. Each and every bit of content published on the website should be verified and checked thoroughly to make the information authentic and accurate. The content of the website goes through the entire life cycle process of

1. Creation
2. Modification
3. Approval
4. Moderation
5. Publishing
6. Expiry

Different content elements on the basis of their importance and utility have been categorized as:-

1. Routine
2. Priority and
3. Express

Express contents may be posted immediately on to the website. The priority content will get priority over routine contents. For the purpose of website management, officers of the Sections have been categorized into four levels as follows:

Level 1 - Section Staff

Level 2 - E.O./A.D.

Level 3 - D.D./J.D.

Level 4 - J.D./Director

In case a particular level of Officer is not available in the hierarchy, the other upper level officer should discharge the duties in addition to his role in the scheme of management. New links on the website can be created only with the approval of the Web Information Manager. The originating Section is the owner of the content on the website. The primary responsibility for the correctness, accuracy and relevance of the content is that of the Section concerned, the officers of the concerned

Section shall act as the approver and moderator of the content in case the content is directly uploaded on to the website by the Section itself using web interface provided for that purpose. However, every content must have the approval of the Divisional Head (JS/AS/Secretary) or the Secretary General before considering for approval and moderation for putting on the website. In case of those links/contents which are uploaded by the NIC, the Moderators shall be the officers of the IT Section and Approvers shall be the officers of the originating Section. Each of the links available in the website and the Sections/Officers which are responsible for the Content Ownership, Moderation and Approval are

S.No.		Subjects(Section /sub sections)	Division	Type of content				
				Routine	Priority	Express	Approver	Moderator
1.	Home		IT Division			√	Level 1-Section Staff Level 2-E.O./A.D. Level 3-D.D./U.S Level 4-J.D./Director	
2.	About Us		IT Division			√	2&3	3&4
1.		Functions	IT Division			√	2&3	3&4
2.		Vision and Mission	IT Division			√	2&3	3&4

3.		Organization Structure	IT Division			√	2&3	3&4
4.		Profiles of Chairperson and members	IT Division			√	2&3	3&4
5.		Citizen charter	IT Division			√	2&3	3&4
6.		Offices of CEA	IT Division			√	2&3	3&4
3.	Wings							
1.	Chairperson's Office							
1.1		Office of Principal Chief Engineer-I	Office of Principal Chief Engineer-I			√	2&3	3&4
1.1.1		Legal Division	Legal Division			√	2&3	3&4
1.1.2		Human Resource Development Division	Human Resource Development Division			√	2&3	3&4
1.1.3		Power Communication Development Division	Power Communication Development Division			√	2&3	3&4
1.2		Office of Principal Chief Engineer-II	Office of Principal Chief Engineer-II			√	2&3	3&4
1.2.1		Information Technology Division	Information Technology Division			√	2&3	3&4
1.2.2		Coordination Division	Coordination Division			√	2&3	3&4
1.3		Office of Secretary	Office of Secretary			√	2&3	3&4
1.3.1		Administration	Administration			√	2&3	3&4
1.3.2		Project Appraisal Committee Directorate	Project Appraisal Committee Directorate			√	2&3	3&4
2.	Planning							
2.1		Integrated Resource Planning Division	Integrated Resource Planning Division			√	2&3	3&4
2.2		Fuel Management Division	Fuel Management Division			√	2&3	3&4
2.3		Research and Development Division	Research and Development Division			√	2&3	3&4

2.4		Power Data Management Division	Power Data Management Division			√	2&3	3&4
2.5		Renewable Project Monitoring Division	Renewable Project Monitoring Division			√	2&3	3&4
2.6		Renewable Technology and Integration Division	Renewable Technology and Integration Division			√	2&3	3&4
2.7		Power Survey & Load Forecasting Division	Power Survey & Load Forecasting Division			√	2&3	3&4
3.	Thermal							
3.1		Thermal Project Monitoring Division	Thermal Project Monitoring Division			√	2&3	3&4
3.2		Thermal Performance Evaluation & Climate Change Division	Thermal Performance Evaluation & Climate Change Division			√	2&3	3&4
3.3		Thermal Engineering & Technology Development Division	Thermal Engineering & Technology Development Division			√	2&3	3&4
3.4		Thermal Project Planning & Development Division	Thermal Project Planning & Development Division			√	2&3	3&4
3.5		Ultra Mega Power Project Division	Ultra Mega Power Project Division			√	2&3	3&4
3.6		Thermal Project Renovation & Modernisation Division	Thermal Project Renovation & Modernisation Division			√	2&3	3&4
3.7		Thermal Civil Design Division	Thermal Civil Design Division			√	2&3	3&4
4.	Hydro							

4.1		Hydro Project Appraisal Division	Hydro Project Appraisal Division			√	2&3	3&4
4.2		Hydro Electric Potential Reassessment Division	Hydro Electric Potential Reassessment Division			√	2&3	3&4
4.3		Hydro Project Planning & Investigation Division	Hydro Project Planning & Investigation Division			√	2&3	3&4
4.4		Hydro Project Monitoring Division	Hydro Project Monitoring Division			√	2&3	3&4
4.5		Hydro Engineering & Technology Development Division	Hydro Engineering & Technology Development Division			√	2&3	3&4
4.6		Hydro Engineering Renovation & Modernization Division	Hydro Engineering Renovation & Modernization Division			√	2&3	3&4
5.	Power System							
5.1		Power System Planning & Appraisal-I Division	Power System Planning & Appraisal-I Division			√	2&3	3&4
5.2		Power System Planning & Appraisal-II Division	Power System Planning & Appraisal-II Division			√	2&3	3&4
5.3		Power System Engineering & Technology Development Division	Power System Engineering & Technology Development Division			√	2&3	3&4
5.4		Power System Project Monitoring Division	Power System Project Monitoring Division			√	2&3	3&4
5.5		Chief Electrical Inspectorate Division	Chief Electrical Inspectorate Division			√	2&3	3&4
6.	Grid Operation & Distribution							
6.1		Distribution Planning and	Distribution Planning and			√	2&3	3&4

		Technology Division	Technology Division					
6.2		Distribution Policy and Regulations Division	Distribution Policy and Regulations Division			√	2&3	3&4
6.3		Distribution Monitoring Division	Distribution Monitoring Division			√	2&3	3&4
6.4		Operation Performance Monitoring Division	Operation Performance Monitoring Division			√	2&3	3&4
6.5		Grid Management Division	Grid Management Division			√	2&3	3&4
6.6		National Power Committee Division	National Power Committee Division			√	2&3	3&4
6.7		RPC Secretariat	IT Division			√	2&3	3&4
7.	Economic & Commercial							
7.1		Financial & Commercial Appraisal Division	Financial & Commercial Appraisal Division			√	2&3	3&4
7.2		Regulatory Affairs Division	Regulatory Affairs Division			√	2&3	3&4
7.3		Financial Studies & Assistance Division	Financial Studies & Assistance Division			√	2&3	3&4
7.4		Economic Policy Division	Economic Policy Division			√	2&3	3&4
4.	Regulations							
1.		Notified Regulations	Distribution Policy and Regulations Division			√	2&3	3&4
2.		Draft Regulations	Distribution Policy and Regulations Division			√	2&3	3&4
3.		Consolidated Regulations	Distribution Policy and Regulations Division			√	2&3	3&4
5.	Reports							
1.	Daily Reports							

1		Daily Generation Report	Operation Performance Monitoring Division			√	2&3	3&4
2		Daily Coal Report	Fuel Management Division			√	2&3	3&4
3		Daily Renewable Generation Report	Renewable Project Monitoring Division			√	2&3	3&4
2.	Monthly Reports							
1.		Electric Vehicle Charging Reports	Research and Development Division			√	2&3	3&4
2.		Executive Summary Report	Coordination Division			√	2&3	3&4
3.		Fuel Report	Fuel Management Division			√	2&3	3&4
4.		Installed Capacity Report	Power Data Management Division			√	2&3	3&4
5.1		Generation Reports						
5.1.1		OPM Report	Operation Performance Monitoring Division			√	2&3	3&4
5.1.2		Renewable Generation Report	Renewable Project Monitoring Division			√	2&3	3&4
6.1		Hydro Reports						
6.1.1		HPA Division Reports	Hydro Project Appraisal Division			√	2&3	3&4
6.1.2		HPI Report	Hydro Project Planning & Investigation Division			√	2&3	3&4
6.1.3		HEPR Report	Hydro Electric Potential Reassessment Division			√	2&3	3&4
6.1.4		HPM Reports	Hydro Project Monitoring Division			√	2&3	3&4

7.		Distribution Monitoring Division Reports	Distribution Monitoring Division			√	2&3	3&4
8.		Power Supply Report	Grid Management Division			√	2&3	3&4
9.		Transmission Report	Power System Project Monitoring Division			√	2&3	3&4
10.		Thermal Broad Status Report	Thermal Project Monitoring Division			√	2&3	3&4
11.		Outstanding Dues Report	Financial Studies & Assistance Division			√	2&3	3&4
12.		Market Monitoring Report	Regulatory Affairs Division			√	2&3	3&4
3.	Quarterly Reports							
3.1		Thermal Renovation & Modernization	Thermal Project Renovation & Modernisation Division			√	2&3	3&4
3.2		Thermal Projects under Executive Progress Review	Thermal Project Monitoring Division			√	2&3	3&4
3.3		R&M of HEP	Hydro Engineering Renovation & Modernization Division			√	2&3	3&4
4.	Annual Reports							
4.1		General Review Report	Power Data Management Division			√	2&3	3&4
4.2		Annual Generation Report	Operation Performance Monitoring Division			√	2&3	3&4
4.3		Hydro Review Report	Hydro Project Planning & Investigation Division			√	2&3	3&4

4.4		Reports of Distribution and Village Electrification	Distribution Monitoring Division			√	2&3	3&4
4.5		Annual Report	Coordination Division			√	2&3	3&4
4.6		L.G.B.R. Report	Grid Management Division			√	2&3	3&4
4.7		Annual Fuel Consumption Report	Fuel Management Division			√	2&3	3&4
4.8		Market Monitoring Cell Report	Regulatory Affairs Division			√	2&3	3&4
5.		Other Reports	IT Division			√	2&3	3&4
6.	Committees							
1.		PTCC	Power Communication Development Division			√	2&3	3&4
2.	Region Power Committee (Transmission Planning) (RPCTPs)							
2.1		All India	Distribution Monitoring Division			√	2&3	3&4
2.2		Northern Region	Distribution Monitoring Division			√	2&3	3&4
2.3		Eastern Region	Distribution Monitoring Division			√	2&3	3&4
2.4		Southern Region	Distribution Monitoring Division			√	2&3	3&4
2.5		Western Region	Distribution Monitoring Division			√	2&3	3&4
2.6		North Eastern Region	Distribution Monitoring Division			√	2&3	3&4
3.		National Committee on Transmission	Power System Planning & Appraisal-I Division			√	2&3	3&4

4.		National Power Committee	National Power Committee Division			√	2&3	3&4
5.		Committee on Failures of Power Equipment	Power System Engineering & Technology Development Division			√	2&3	3&4
6.		Committee on Failures of Transmission Line Towers	Power System Engineering & Technology Development Division			√	2&3	3&4
7.		Standing Committee on Communication System Planning in Power Sector	Power Communication Development Division			√	2&3	3&4
7.	Meetings		IT Division			√	2&3	3&4
8.	CEA Clearances		IT Division			√	2&3	3&4
9.	Dashboard		IT Division			√	2&3	3&4
10.	RTI		IT Division			√	2&3	3&4
11.	Tenders		IT Division			√	2&3	3&4
12.	Important Links					√		
1.		Ministry of Power	IT Division	√			2&3	3&4
2.		Ministry of New and Renewable Energy	IT Division	√			2&3	3&4
3.		National Power Portal	IT Division	√			2&3	3&4
4.		ISAC – Power	IT Division			√	2&3	3&4
5.		Parliament questions of Ministry of Power – Lok Sabha – Rajya Sabha	IT Division	√			2&3	3&4
6.		Other Links	IT Division	√			2&3	3&4
13.	Official Language Policy		IT Division			√	2&3	3&4
14.	Grievance		IT Division			√	2&3	3&4
15.	Feedback Form		IT Division			√	2&3	3&4
16.	Contact Us		IT Division			√	2&3	3&4
17.	Publications		IT Division			√	2&3	3&4

18.	Reports Archive		IT Division			√	2&3	3&4
19.	External Links		IT Division	√			2&3	3&4
20.	Sitemap		IT Division			√	2&3	3&4
21.	Terms & Condition		IT Division			√	2&3	3&4
22.	Disclaimer		IT Division			√	2&3	3&4
23.	Privacy Policy		IT Division			√	2&3	3&4
24.	Copyright Policy		IT Division			√	2&3	3&4
25.	Help		IT Division			√	2&3	3&4