केवल नागपुर कोर्ट के अधिकार क्षेत्र में



# वेस्टर्न कोलफील्ड्स लिमिटेड

Western Coalfields Limited (मिनीरत्न कंपनी) (A Miniratna Company) (कोल इंडिया लि. की अनुषंगी कंपनी) (A Subsidiary of Coal India Limited)

## विक्रय एवं विपणन विभाग

Department of Marketing &

**Sales** email- gmsmwcl@gmail.com 2511061/2512977 CIN – U10100MH1975GO1018626 #/ FAX: 0712 -Website: www.westerncoal.nic.in

पंजी. का. : कोयला बिहार, सिविल लाइन्स, नागपुर (महाराष्ट्र)-440001 / Regd. Off. : Coal Estate, Civil Lines, Nagpur(M S) – 440001

#### संदर्भ संख्या/Ref.No.: NGP/WCL/M&S/RS/ 707

दिनांक/Date : 26.05.2020

Under Jurisdiction of Nagpur Court only

Id:49

एक कदम स्वच्छता की ओर

भारत

## NOTICE

#### Sub: Introduction of e-DO (electronic-Delivery Order) in place of existing Hard copy Delivery Order

All consumers are hereby informed that, in order to ease out the existing system of physical collection and movement of Hard Copy of Delivery Orders, WCL has designed an Electronic Delivery Order(e-DO) module as one of its IT initiatives. The module shall be available on the WCL website( The IP address of the e-DO is : <u>http://103.59.142.227/wcledo/)</u>

The working of this module has been explained below:

1. The login id and password of consumer of has already been created on the above given link of e-DO module. The user name and the password will be communicated through registered e-Mail.

2.In e-DO module, Once the delivery order is generated, it will be reflected in the dashboard of consumer login. Consumer can download the e-DO through the portal.

3. Subsequently the consumer has to upload the following documents in the consumer upload page in his login id.

- \* Signed copy of e-DO (Self attest on the e-DO downloaded from the portal),
- \* Transport Slip ( as submitted to ASM in the existing practice) and
- \* Authorization letter & Bidder ID(Authorization letter and Bidder ID incase of Auction)

4. After uploading by the consumer, the e-DO will be reflected in concerned ASM login through which the ASM can view the documents uploaded by the consumers. The same will be forwarded by the ASM to the concerned mine after checking all the relevant documents.

5.Consumer has to submit the self attested e-DO Copy, Original Transport slip and original authorization letter along with self attested copy of bidder ID to the Despatch Manager of concerned mine. Despatch manager on verifying the same with the uploaded document on portal shall approve e-DO through portal and shall also sign on the hard copies submitted.

6.On completion of the above steps the despatches from the mine will be started.

At the first time of login to the portal, it is advised to change the password for security reasons. The e-DO shall be issued w.e.f 28.05.2020 through the Portal. The existing system will continue parallelly to e-DO portal during trial and till the users/consumers become conversant with the system. The e-DO portal shall replace the existing system on successful trial and a separate notice shall be issued for the same.

The e-DO system shall be implemented in phased manner as given below:

Area	Implementation (DO issued through portal)
Chandrapur, Ballarpur, Wani	28 <sup>th</sup> May 2020
Wani North, Majri, Nagpur , Umrer	08 <sup>th</sup> June 2020
Pench, Kanhan , Patharkhera	22 <sup>nd</sup> June 2020

All consumers are requested to kindly cooperate and fully utilize the e-DO portal so that human intervention is minimized and the IT initiative is successfully implemented.

Any query in regard to e-DO may be sent to the maid id : wcledo@gmail.com

126.05-20 HoD(M&S)

Copy for kind information:

1. D(P), WCL

Copy to:

- 1. GM(System), WCL Kindly upload in WCL website
- 2. All Sectional Heads, M&S

# (1) Consumer Dashboard page

/CL Coal	Dashboard	Upload Re	eports <del>+</del>				
Dashboa	ırd						
<b>2</b> Pending	eDOs	A	<b>O</b> eDos in process	h	3 No. of activity today	<b>O</b> Processed by you	1
	Ð		More info	0	Last Login <b>Q</b> 20-MAY-2020 11:07:03	More info <b>(</b>	)

# (2) Download the e-DO File for self-attestation

(i) Not	secure   103.59.142	2.227/wcledo	/uploadTR.php							☆
WCL Co	Dal Dashboard	Upload	Reports 🗸						and the second	211
Uploa	d Transport Slip	(TS), eDO &	& Authorization letter	(AL)						
Step 1	L: Click on eDO No. to	o download e	DO							
Step 2	2: Click on ARV No. to	upload TS (d	luly signed & sealed), eDC	) (duly signed & s	ealed) & AL (duly signed &	sealed)				
S.N	eDO		ARV No.	Date	Party	Grade	Unit	Qty	Amt	
1	*//BD2_3605SP0C TC	4_MR	WIRD218305ST00131	05-MAY-20	reliaj Ultumanji	G8G10M	S,* STI EXPANSION OC	70	23001	
		-								

On clicking eDO of respective DO, a pdf of eDO will open in new tab.

## (3) Consumer Upload Page

<ol> <li>Not</li> </ol>	secure   103.59.142.227/wcl	edo/uploadTR.php						
VCL Co	<b>Dal</b> Dashboard Uploa	d Reports <del>+</del>						
Uploa	ad Transport Slip (TS), eD	00 & Authorization letter (A	L)					
Step 1	1: Click on eDO No. to downlo	ad eDO						
Step 2	2: Click on ARV No. to upload 1	۲S (duly signed & s م), eDO (d	uly signed & seale	ed) & AL (duly signed & se	aled)			
Step 2 S.N	2: Click on ARV No. to upload 1 eDO	rs (duly signed & s d), eDO (d	uly signed & seale Date	ed) & AL (duly signed & se Party	aled) Grade	Unit	<b>Q</b> ty	Amt
Step 2 S.N 1	2: Click on ARV No. to upload 1 eDO WUD214501=2000 ^MR	rs (duly signed & s d), eDO (d ARV No. WUD214501000.	uly signed & seale Date 19-MAY-20	ed) & AL (duly signed & se Party	aled) Grade G8G9M	Unit UMRER OC	<b>Qty</b> 470	<b>Amt</b> 19877

Click on ARVNo for uploading documents related to Transport slip, self-attested e-DO and Authorization letter .

#### (4) Click on ARV No. of the corresponding DO

G	(i) No	t secure   103.59.142.227/wcledo/	uploadTR.p	bhp				\$
	WCL C		Reports 🚽					te estatete
	Uplo	ad Transport Slip (TS), eDO &	Uploa TS (Tr	id ansport Slip), eDO & AL (A	uthorization letter & Bidder ID)	×		
	Step Step	1: Click on eDO No. to download eD 2: Click on ARV No. to upload TS (du	(all do	ocuments should be <b>duly</b>	signed & sealed)	_		
	S.N	eDO	ARV N	o.:WUD214_^1```0\```9(O	nly <b>pdf</b> files to be baded)		Qty	Amt
	1	WUD21 1 100 _MR		Document number	Select file	c	41	
	2	WUD21, 14, 000 MR	TS		Choose File No file chosen	СМ	2	1
			eDO		Choose File No file chosen			
			AL		Choose File No file chosen			
			Close	3		Upload file		

Consumer has to upload the document in pdf format by clicking "choose file". Click on the Chose file and upload the document. Document number should be given as Transport slip --- SI No in transport slip e-DO - DO number Authorization letter- Letter number of authorization letter (5) After choosing the file , click upload for uploading the documents

A Not	secure   103.59.142.227/wcledo/up	oloadTR.p	hp				☆	)
WCL Co	al Dashboard Upload E	Reports <del>-</del>						
Uploa Step 1 Step 2	d Transport Slip (TS), eDO & / : Click on eDO No. to download eDC : Click on ARV No. to upload TS (dui	Uploa TS (Tr (all do	d ansport Slip), eDO & AL (Au ocuments should be <b>duly s</b>	× ithorization letter & Bidder ID) igned & sealed)				
S.N	eDO	ARV N	o.:W 21. 50 SP0 )9 (Onl	y <b>pdf</b> files to be uploaded)		Qty	Amt	
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		тs	1526	Choose File Sample trasport slip.pdf				
		eDO	W D213605SP00.3	Choose File Sample e-DO Self attested.p	∦	1		
		AL	536	Choose File sample authorization lett f				
		Close	1	Upload file				

(6) Message of file uploaded will appear on succesfull uploading of document

Not secure   103.59.142.227/wcledo/query/q_uplo	adTR.php	\$
	103.59.142.227 says File uploaded ОК	

(7) To check the uploaded file. Click on Reports and the upload history

CL C	oal Dashboard	Upload Reports		1						
ploa	aded files	Upload	History	$\leq$						
(Click	c on e <b>TS</b> No. to view up	loaded TS)(Click on e	OO No. to	view e <b>D</b>	0) (Click or	n eAL No. to view AL)				
(Click S.N	c on eTS No. to view up DO	loaded TS)(Click on e eDO	oo No. to eTS	view eD eAL	0) (Click or Grade	n eAL No. to view AL) Unit	Qty	Amt	Status	Latest Remark

The uploaded documents shall be cheked bu clicking on the corresponding document