

ACTION HISTORY OF RTI REQUEST No.NRLTD/R/X/23/00010



Applicant Name (आवेदक का नाम)

Sandeep Kukreti

Text of Application (आवेदन का पाठ)

Transferred under section 6(3) of the RTI Act, 2005 for providing the requisite information to the applicant directly

Reply of Application (आवेदन का उत्तर)

Attached Regards

Sr No. (क्रम सं)	Action Taken (कार्रवाई की गई)	Date of Action (कार्रवाई की तारीख)	Action Taken By (कार्रवाई द्वारा)	Remarks (टिप्पणी)
1	RTI REQUEST RECEIVED	11/04/2023	Nodal Officer	MOPNG/R/E/23/00141/5
2	REQUEST FORWARDED TO CPIO	12/04/2023	Nodal Officer	Forwarded to CPIO(s) : (1) Kajal Saikia
3	REQUEST DISPOSED OF	02/05/2023	Kajal Saikia-(CPIO)	

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(उत्तर दस्तावेज़ देखें)

~~Q-1941~~
Q-1934

- Q.N.1 Please provide a list of all PSUs in India under the administrative control of the Ministry of Petroleum and Natural Gas.
Reply: Numaligarh Refinery Limited.
- Q.N.2 Please provide a copy of the email policies of each of the each of the PSU listed in point 1, including all annexures amendments, and updates made to them in last five years.
Reply: Copy enclosed.
- Q.N.3 Please provide information regarding the authorised personal who have access to employees official emails in each of the PSU listed in point 1.
Reply: System Admin roles as assigned to Officers involved in messaging system administration and maintenance.
- Q.N.4 Please provide information regarding the measures taken by each of the PSU listed in point 1 to ensure the security and confidentiality of emails.
Reply: As per standard ISMS (Information Security Management System) procedure and practices, certified with ISO-27001.
- Q.N.5 Please provide information regarding the procedure for archiving and backup of emails in each of the PSU listed in point 1.
Reply: As per ISMS (Information Security Management System) backup/archive schedules, certified with ISO-27001, with storage in Office-365 mail archive (since March'2023).
- Q.N.6 Please provide information regarding the retention period of emails in each of the PSU listed in point 1.
Reply: As per company document retention policy. Mailbox are deleted after one month of separation, unless specific instructions are received from HR.
- Q.N.7 Please provide information regarding the policy on the use of emails for personal purpose by employees in each of the PSU listed in point 1.
Reply: Email is for official use only.
- Q.N.8 Please provide information regarding the monitoring of emails by each of the PSU listed in point 1.
Reply: The mails are monitored by cloud service provider as per company's requirements.
- Q.N.9 Please provide information regarding the procedure for disposal of emails after the retention period expires in each of the PSU listed in point 1.
Reply: Automatically purged from archive database after the expiry of retention period.
- Q.N.10 Please provide information regarding the procedure for retrieval of deleted mails in each of the PSU listed in point 1.
Reply: The request for retrieval is send to IT (Information Technology) Department as per availability from archive database of user.
- Q.N.11 Please provide information regarding the training provided to employees of each of the PSU listed in point 1 regarding the use of official mail.
Reply: Training is provided to all employees as per ISMS (Information Security Management System) training schedules.
- Q.N.12 Please provide information regarding the action taken to ensure compliance with the provision of RTI Act, 2005, regarding email requests made to the PSU listed in point 1.
Reply: All RTI request are handed by online (electronic mode)
- Q.N.13 Please provide information regarding the penalty imposed on any of the PSU listed in point 1 for non-compliance with email policies or RTI requests related to email policies.
Reply: No
- Q.N.14 Please provide information regarding any proposed updates or amendments to the email policies of the PSU listed in point 1.
Reply: None as of now.
- Q.N.15 Please provide information regarding any committee or department responsible for overseeing the implementation of email policies in PSU listed in point 1.
Reply: HR Department.

In case, you are not satisfied with the above reply, you may make an appeal to the First Appellate Authority within 30 days from the date of receipt of this letter as per provision at Section 19 of the RTI Act, 2005, whose details are as under.

Hemanta Kumar Nath
Senior Chief General Manager (Maintenance)
Numaligarh Refinery Limited
Numaligarh, Golaghat, Assam-785699

ACTION HISTORY OF RTI REQUEST No.NRLTD/R/X/23/00011



Applicant Name (आवेदक का नाम)

नासिर हुसैन

Text of Application (आवेदन का पाठ)

RTI application is being transferred with the request to provide the requisite information directly to the applicant under section 6(3) of RTI Act, 2005

Reply of Application (आवेदन का उत्तर)

Attached Regards

Sr No. (क्रम सं)	Action Taken (कार्रवाई की गई)	Date of Action (कार्रवाई की तारीख)	Action Taken By (कार्रवाई द्वारा)	Remarks (टिप्पणी)
1	RTI REQUEST RECEIVED	13/04/2023	Nodal Officer	MOPNG/R/E/23/00139
2	REQUEST FORWARDED TO CPIO	17/04/2023	Nodal Officer	Forwarded to CPIO(s) : (1) Kajal Saikia
3	REQUEST DISPOSED OF	02/05/2023	Kajal Saikia-(CPIO)	

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Q-1935

Q.N.1 देश की सभी रिफाइनरी में सभी तरह के कार्य के लिए इस्तेमाल होने वाला पानी किस स्त्रोत से लिया जा रहा है, रिफाइनरी और स्त्रोत का नाम समेत पूर्ण व्योरा दें.

Reply: Raw water taken from Dhansiri River for refinery uses.

Q.N.2 रिफाइनरी में सभी तरह के कार्य के लिए तालाब, झील, ग्राउंड वाटर और नदियों से पानी लेने से पहले संबंधित विभाग की अनुमति ली गई है, अगर हां तो विभाग का नाम समेत अनुमति पत्र की प्रमाणित छायाप्रति दें।

Reply: Permission taken from State Irrigation Dept., Assam. Permission letter attached.

Q.N.3 रिफाइनरी में इस्तेमाल के बाद पानी को कहां-कहां निस्तारित किया जाता है, पूर्ण व्योरा दें।

Reply: To treat the liquid effluent generated from process plants during its operation a modern Effluent Treatment Plant with three stage oil recovery facilities installed. 100 % treated effluent of ETP is reused as make up in Fire water network and miscellaneous refinery activities. No treated water is discharged to outside environment.

ACTION HISTORY OF RTI REQUEST No.NRLTD/R/E/23/00019



Applicant Name (आवेदक का नाम)

PRAVAT KUMAR

Text of Application (आवेदन का पाठ)

1. Please Provide details Of Lands allotted to Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District Odisha State. 2.Please Provide the Details with Xerox copy of Environment Impact Assesment report of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District Odisha State. 3.Please Provide Details and Xerox copy of Environment Clearance of Attached Regards

Reply of Application (आवेदन का उत्तर)

Sr No. (क्रम सं)	Action Taken (कार्रवाई की गई)	Date of Action (कार्रवाई की तारीख)	Action Taken By(कार्रवाई द्वारा)	Remarks (टिप्पणी)
1	RTI REQUEST RECEIVED	26/04/2023	Nodal Officer	
2	REQUEST FORWARDED TO CPIO	26/04/2023	Nodal Officer	Forwarded to CPIO(s) : (1) Kajal Saikia
3	REQUEST DISPOSED OF	02/05/2023	Kajal Saikia-(CPIO)	

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(उत्तर दस्तावेज़ देखें)

~~Q-1934~~
Q-1941

Q.N.1 Please Provide details Of Lands allotted to Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District Odisha State.

Reply: 234.14 acres of land allotted by Paradip Port Authority on lease in Sandhakuda, Paradip.

Q.N.2 Please Provide the Details with Xerox copy of Environment Impact Assessment report of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District Odisha State.

Reply: EIA report is available and the report is quite voluminous, so it is not feasible to provide the xerox, however if there is any specific query, may be forwarded to us.

Q.N.3 Please Provide Details and Xerox copy of Environment Clearance of Central Government and state Government of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District Odisha state.

Reply: As per govt directives EC is not required for Pipeline/ Storage facilities.

Q.N.4 Please Provide Details and MOU copy between State Govt or Central Govt of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District.

Reply: There is no MOU with Central Govt/ State Govt, however Project has been approved by High Level Clearance Authority (HLCA), Govt of Odisha on its 25th meeting held on 6th Jan,2021.

Q.N.5 Please Provide details and xerox copy Of Number of contractors or organisation get work order, Name Of organisations or contractors, Amount Of work order and type of work allotted of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District.

Reply: COIT Job is awarded to various contractors like M/s IOTL, M/s DCI, M/s KCC etc., through Tendering process. The work order details cannot be shared due to its confidentiality.

Q.N.6 Please provide details of Source from where Sand and soil are mining to fill up the Project area of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District. Please provide details and xerox copy of Number of Contractor Or organisation engaged for this work and work order details.

Reply: Major site grading works of COIT facility is done by M/s DCI through dredging and reclamation from Maintenance dredging area of Paradip Port Authority, however certain areas are filled in by manual sand filling through trucks by engaging local contractors based on open tendering.

Q.N.7 Please provide details of Drinking water source used at Project area of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District.

Reply: All the contractors engaged are advised to arrange the drinking water themselves as a part of tender condition.

Q.N.8 Please Provide CSR activity details of 2021-22 & 2022-23 year of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District.

Reply: 1) 2 Nos of 1000 ltr per day ROs are installed in ward no 18 and 19 of Sandhakuda village.
2) As a part of CSR initiative free Health camp is being organised in the Sandhakuda village.
3) one no of 1000 ltr per day Ros is installed in AAHAR Kendra.

Q.N.9 Please provide details number of employment with Contractual, Permanent and Outsourcing status at Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District. Please Provide details number of direct employment after completing of Numaligarh Refinery Limited (NRL)Project.

Reply: NRL Officers/ Staff: 3 Nos
Contractual Staff: 4 Nos
Outsourced Manpower : 19 nos

Q.N.10 Please Provide Land allotted and rate details from State govt, central govt and Paradip port authority of Numaligarh Refinery Limited(NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District.

Reply: 234.14 acres of land allotted by Paradip Port Authority on long term lease basis in Sandhakuda, Paradip.

Q.N.11 Please Provide details number of Local NGO Or Youth organisation get CSR fund For Social welfare activities of Numaligarh Refinery Limited (NRL) Project at Paradeep City Sandhkud mouza of Jagatsinghpur District

Reply: Discussion is in progress with the state/ district administration for future CSR activities and will be implemented as per their advice.

In case, you are not satisfied with the above reply, you may make an appeal to the First Appellate Authority within 30 days from the date of receipt of this letter as per provision at Section 19 of the RTI Act, 2005, whose details are as under.

Hemanta Kumar Nath
Senior Chief General Manager (Maintenance)
Numaligarh Refinery Limited
Numaligarh, Golaghat, Assam-785699

ACTION HISTORY OF RTI REQUEST No.NRLTD/R/E/23/00016

Applicant Name (आवेदक का नाम)

JITENDRA KUMAR

Text of Application (आवेदन का पाठ)

Advertisement No. 03/2021 Name: Jitendra Kumar Roll No.: NRL20920212294 Category: SC Post: GET (Mechanical) With Reference to above, I want following information: 1. My marks in group Task and Interview. 2. Final Cut off marks (written and interview) for all categories (SC/ST/OBC/Gen) 3. Minimum and Maximum marks in written Test for all categories 4. Minimum and Maximum marks in interview for all categories 5. Further

Reply of Application (आवेदन का उत्तर)

Attached Regards

Sr No. (क्रम सं)	Action Taken (कार्रवाई की गई)	Date of Action (कार्रवाई की तारीख)	Action Taken By(कार्रवाई द्वारा)	Remarks (टिप्पणी)
1	RTI REQUEST RECEIVED	06/04/2023	Nodal Officer	
2	REQUEST FORWARDED TO CPIO	07/04/2023	Nodal Officer	Forwarded to CPIO(s) : (1) Kajal Saikia
3	REQUEST DISPOSED OF	08/05/2023	Kajal Saikia-(CPIO)	
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Q-1932

NRL/RTI/CPIO/Q- 1932

Advertisement No. 03/2021

Roll No. NRL20920212294

Category : SC

Post : GET (Mechanical)

Q.N.1 My marks in group Task and Interview

Reply: GT : 3.2 out of 5

PI : 4 out of 10

Q.N.2 Final Cut off marks (written and interview) for all categories (SC/ST/OBC/GEN).

Reply: There is no cut off for final selection. Final selection is based on the number of vacancies.

Q.N.3 Minimum and Maximum marks in written Test for all categories.

Reply: CBT: Total Marks 100

Q.N.4 Minimum and Maximum marks in interview for all categories.

Reply: GT: Total Marks 5

PI: Total Marks 10

Q.N.5 Further notification for GET (Mechanical) date and no. of vacancy (if any)

Reply: Whenever new positions arise, they are updated in NRL website career section, as well as in local/national leading newspapers.

In case, you are not satisfied with the above reply, you may make an appeal to the First Appellate Authority within 30 days from the date of receipt of this letter as per provision at Section 19 of the RTI Act, 2005, whose details are as under.

Hemanta Kumar Nath
Senior Chief General Manager (Maintenance)
Numaligarh Refinery Limited
Numaligarh, Golaghat, Assam-785699

Ref : NRL/CPIO/RTI/Q-1936

Date : 10th May, 2023

To,

Shri Sarat Kumar Rout,
Naubazar, Qtr. No. NB 168,
Paradip, Jagatsinghpur
PIN - 754142.

Sub: Information under RTI Act, 2005.

Dear Sir,

This has reference to your application No. Nil dated 18-04-2023 seeking information under RTI Act, 2005. Please find below the reply to the queries raised by you:

Q.N.1 How much area of land NRL has procured at Sandhakuda Mauza, Jagatsinghpur?

Ans: 234.14 acres

Q.N.2 Whether the plot is given by Central Govt/ State Govt/ Paradip Port Authority?

Ans: Paradip Port Authority

Q.N.3 Whether this land is taken on lease/ rental/ Purchased, the details thereon? Area of plot, consideration paid towards the land, Khata No of land, Plot No, Mauza, etc.

Ans: Lease/ rental/ Purchased- Long term Lease rental of 30 years
Consideration- Rs. 74,29,88,867/-
Khata No- 27
Plot No- 37 (P) & 45 (P)
Mauza- Sandhakuda

Q.N.4 Copy of Environmental Clearance certificate.

Ans: Environmental Clearance is not required for Terminal facility. However, CRZ clearance obtained as the COIT area falls within Coastal region.

Q.N.5 Copy of MOU with NRL.

Ans: Not being provided as it does not serve any public interest.

Kaishan Sanyal

Contd.....2

Date : 10th May, 2023
Ref : NRL/CPIO/RTI/Q-1936

Page 2

Q.N.6 Numbers of contractors awarded the job at the site as on 23.03.2023, their name, work details, details of value of work awarded to each contractor, copy of work orders.

Ans: Job of Crude Oil Import Terminal (COIT) at Paradip has been awarded to various contractors like M/s Indian Oil Tanking Limited, M/s Dredging Corporation of India, M/s Karan Construction Company, M/s NKS Construction & Engineers Pvt Ltd, M/s Tribeni Construction Ltd etc., through Tendering process. The work order details cannot be shared due to its confidentiality.

Q.N.7 The source of sand for NRL project with details. The govt permission copy for filling the sand. How much sand filling is required in the whole plot in Cubic Metre? How much area is filled as on 23.03.2023 in Cubic Metre. What is the source of the said sand? How many contractors are engaged for sand filling activity and copy of the work details thereon?

Ans: Major Site development job of COIT site is being executed through Dredging and Reclamation from Maintenance dredging of Paradip Port and partly by Manual filling from nearby queries. The Project has been approved by High Level Clearance Authority (HLCA) Govt of Odisha. Further clearance of CTE has been obtained from SPCB and CRZ clearance from MOEF&CC. Total filling requirement of COIT Plant site is around 16 Lakh CuM and about 75% of plant area is getting developed as on date. Major site development job was awarded to M/s Dredging Corporation of India (DCI) for land reclamation through existing maintenance dredging of Paradip Port Trust Sand Trap area. In addition to site grading job was also awarded to M/s Gangadhar Jena, M/s B C Naik, M/s P C Suli, M/s N K S and M/s Ramjan Ali through open tendering process.

Q.N.8 How much revenue State govt has received

Ans: Information as sought not provided as the same is not available with NRL.

In case, you are not satisfied with the above reply, you may make an appeal to the First Appellate Authority within 30 days from the date of receipt of this letter as per provision at Section 19 of the RTI Act, 2005, whose details are as under.

Hemanta Kumar Nath
Senior Chief General Manager (Maintenance)
Numaligarh Refinery Limited
Numaligarh, Golaghat, Assam-785699

Thanking you,

Yours faithfully,
For & on behalf of NRL



(Dr. Kajal Saikia)
Chief General Manager (HR & L)
And Public Information Officer, NRL