-II-(50)-2012/CC   20th March, 2012

The Executive Officer/ Secretary,
All State/ Union Territory Haj Committees.
1. Andaman & Nicobar Islands, 2. Andhra Pradesh, 3. Assam, 4. Bihar, 5. Chandigarh,
6. Chhattisgarh, 7.Dadra & Nagar Haveli, 8. Daman & Diu, 9. Delhi, 10. Goa,
11. Gujarat, 12. Harayana, 13. Himachal Pradesh, 14. Jammu & Kashmir,
15. Jharkhand, 16. Karnataka, 17. Kerala, 18. Lakshadweep, 19. Madhya Pradesh,
20. Maharashtra, 21. Manipur, 22. Orissa, 23. Pondicherry,
24. Punjab, 25. Rajashthan, 26. Tamil Nadu, 27. Tripura, 28. Uttar Pradesh,
29. Uttarakhand, 30. West Bengal

Sub : Errors during Data Entry & Editing.

It is notice that some SHCs still not done the preferred settings in the Browser, due to which following errors are been noticed while the data entry.

1) The cover generation is not done perfect and thus the generated cover is broken Ex.MHF—2-0, UPF—1-0, GJF—4-0, MPF—1-0, etc .Such covers cannot be used for further processing.

2) Even after successful generation of the Covers, some covers acknowledgement receipt turns Blank i.e. it does not contain Display Data. This is because the essential fields of the Cover got tampered while or during Cover generation.

3) Some State Haj Committees are still working on Lower versions of the Browser (version 3.6.2) which ultimately not permitting the Correct Data Entry and thus some required data example Reserved Category Information is not found correct.

4) A large number of passports are not getting entered and thus application Data Entry is not done for those Covers. This is due to the Duplicate Passport Cases that might occur in the Same Cover amongst its Co-applicant. This is because; the most users are found not signing out the Application (IHPMS) when the application is not in use.

5) Even after the settings being done correctly by the engineers of Haj Committee of India via Team viewer Software (used to Remotely Check the Computer) in presence of the supervisor, it was observed that the settings are being tampered unnecessarily by the operator.

6) The most prominent of all settings is Remember History option which is used to remember the data of the Browser. Kindly note IHPMS is a Dynamic Application and the date is under constant changes. In such scenario if there is any new modification done in the application, it is not reflected if remember history option is ON /active.

7) On observation, it is found that unnecessary bookmarking of the pages of the Application was found. These pages were related to the Important transaction viz. COVER GENERATION MODLUES. , add HAF etc. Unnecessary usage of this pages or copying of this pages or their Respective URLS in the Browser may tamper the Data Entry and Cover Generation.

8) It is found that most of the operators use the Back Button while and after the Data Entry of HAF is completed. To see the previous pages viz. to check / correct the data entry before or after the Cover is allocated. Such action may tamper the essential details of the Cover or even sometimes try to generate the same cover twice. Kindly note for editing already Edit Option is provided. Use the editing option to avoid errors.

9) It was noticed that some data entry operators are doing the data entry slow. IHPMS is a Web based application and it has its own limitations since it's used via internet. If the IHPMS is not used after logging in or if a very long time is taken for Data Entry of single cover viz. of (max 5 adults) the connection is lost with the application and thus the cover generated is not correct or broken.

10) It is also to note that in some SHCs virus are present in the systems which create problems during data entry work. Kindly remove the virus. Install the updated antivirus system on every system.

The instruction for the preferred settings in the Browser is already displayed on the first page of IHPMS. As and when user/supervisor sing-in the said message is displayed. It is requested kindly update Mozilla Firefox browsers at least 10.2.0 version and instruct the supervisor periodically check the preferred settings of the browser of data entry systems. This will useful to avoid unnecessary errors occur during data entry.

(Roohi Khan)
Dy. Chief Executive Officer.