



एसोसिएशन ऑफ साइंटिफिक एंड टेक्निकल ऑफिसर्स
Association of Scientific & Technical Officers

Registered with the registrar of societies, U.P. Govt, Lucknow, Regd. No. 172 (1967-68)

ऑयल एण्ड नेचुरल गैस कॉरपोरेशन लिमिटेड, मुंबई

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Ref. - ASTO/Mum/HRO/Helibase Issues/21/2022

Date: 20.06.2022

To
ED-HRO,
ONGC, NBP Green Heights,
BKC, Mumbai

Sub: Operational requirement and facility improvement at ONGC Helibase

Respected Sir,

Helibase is the only place from where helicopter operation is being carried out to transport men and material for Mumbai offshore field operation. Personnel and materials are sent to different field locations on daily basis through crew change or production choppers.

Presently, offshore employees are feeling harassed and humiliated due to unprofessional and complicated procedure faced on daily basis at Helibase entry gate. At present at the Helibase gate, their bags are frisked thrice on their way to the security check-in. The security personnel at gate are not allowing ONGC officials to enter without proper manifest ignoring ONGC ID card. With existing entry system, in case of work emergency and operational requirement, employees if manifested in system have to face entry problems where manifest and journey dates are same.

It is requested to take necessary action to simplify the Helibase entry procedure without compromising security. Further in view of monsoon season and to provide improved facility at helibase, following areas are identified and suggested for improvement of offshore going employees:

1. Helibase Entry Point (AAI security post, near SV Road Gate):

- Creation of Waiting facility:** During process of security check employees have to usually wait for longer time due to (i) heavy load of employees (ii) Waiting for pick up vehicles to transfer employees from security check to ONGC Helibase gate (iii) Non-availability of ONGC coordinator.

The situation becomes more difficult during monsoon season. A proper sitting space with washroom facility is immediately required.

- Enabling SMS based check-in:** Presently copy of manifests are being provided to Airport authority and one ONGC coordinator is deputed at main gate to check and confirm the name of manifested passenger location wise to facilitate entry from helibase gate. In absence of ONGC coordinator, the entry process remains on hold till the arrival of Coordinator.

At all the National/ International airports, entry in the airport terminal is provided by just showing the ticket/ e-ticket/ e-boarding pass with authorized ID cards at the main gate. The same practice should be extended to ONGC employees, who have ONGC issued ID cards and received SMS mentioning name, CPF no., designation and offshore destination with RFM no. from ONGC at the time of manifest generation.

2. ONGC Helibase main gate:

- Review of security check:** Employees visiting offshore have to pass through three security checks (including scanning of baggage) (i) AAI security post at main gate, (ii) ONGC Helibase main gate, (iii) Chopper Boarding gate.



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Security checks of ONGC employees at Helibase main gate need to be reviewed to ease the process.

- b. **Provision of shed from ONGC gate to the Terminal entry point:** Either shed should be provided from ONGC gate to the Terminal entry point or transit vehicle should be allowed to drop the employees directly at the Terminal entry point. Provision for deployment of electric vehicle for this purpose may also be explored.
3. **ONGC Terminal:**
- a. Improvement and modification of existing washrooms. Facilities like, exhaust, housekeeping, sanitary pad dispenser etc. need to be taken care.
- b. **Lounge facility for ONGC employees:** Area identified between hanger and annexe building. Prefab construction technology may be applied for faster construction.
- c. **Canteen facility:** The existing facility is not matching with overall available facility. Up gradation facelift and improvement of canteen facility is urgently required.
- d. **Provision of Gym and Table Tennis facility at helibase:** To utilise waiting time at helibase, Gym and Table Tennis facility need to be provided. Use of 1st floor of annexe building area may be explored for this purpose.
- e. **Control Room and Radio Room:** Modification and facelift of control room and radio room along with replacement of existing AC and LCD screens is also required.
- f. **Lighting:** Replacement of all lights to LED as per ONGC Policy.
- g. **Display of chopper schedule:** Chopper schedule need to be displayed at existing display screen.
- h. **Air-conditioning system:** Several cassette ACs are not working properly in general and 1st floor in particular. Effective AC facility need to be provided by replacement / repair for improved cooling.
- i. **Mobile Charging Station:** Mobile charging station similar to airports is required in passenger waiting area.
- j. **Trolley with sheds:** Luggage trolley with sheds are required to ferry luggage from helicopter to annexe building and vice versa, in view of long monsoon period.
- k. **Deployment of Female CISF personnel:** Presence of one female CISF personnel should be ensured at security check-in area before boarding the chopper for female employees visiting offshore.
- l. **Availability of Ear Muffs/plugs:** Ear muffs/plugs should be provided before leaving the annexe building to board the chopper.

In view of widespread dissatisfaction, and disarray of employees, it is requested to look into aforementioned issues for improvement of facilities at Helibase to provide better amenities to the field employees. It is, therefore requested to organize a meeting of ASTO with concerned key executives at the earliest.

With Kind Regards,

Piyush Narain Pathak

President,

ASTO Mumbai

CC:

1. ED-COL,
2. ED-Asset Manager-MH, B&S, N&H,
3. ED-CDS (SW&DW)