



MASCON COMPUTERS SERVICES (P) LTD

A-21, Mavlankar Industrial Estate, 45 Dr. Ambedkar Road,
Pune 411001, INDIA



Services

Some of our Key and Major associations are as under:

STATE EDUCATION BOARDS

Pre and Post examination form processing in respect of Secondary and Higher Secondary Examinations.

PUBLIC SECTOR BANKS

Scanning, Indexing and Archiving Pension Pay Order, Pensions Data base verification and updation, Thereof in respect of Defence, Railways, Telecom and Central Civil Pensions Ensuring correct and timely payment of Pensions through the authorized branches of the Public Sector Banks.

EDUCATION AND RESEARCH INSTITUTIONS

Scanning, Indexing and archiving of rare/old manuscripts, books etc in digital format. Digitization of Library records, Library cataloging etc.

IDENTITY CARDS

Preparation, Computerizing, Printing of Examination Hall Cards, Electoral Rolls, Voters Identity cards, Biometric cards etc.



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We Support.....

Domestic Operations

Banking Sector	State Bank of India State Bank of Hyderabad Bank of India National Bank for Agriculture and Rural Development Dena Bank
Telecom Sector	Mahanagar Telephone Nigam Ltd. Bharat Sanchar Nigam Ltd.
Electoral Sector	Government of Maharashtra Government of Karnataka and MP Maharashtra State Council of Examinations Board of Secondary Education – Rajasthan and Madhya Pradesh Karnataka Secondary Education Examination Board Ferguson College
Taxation	Sales Tax Returns - State Government of Maharashtra V.A.T. Returns - State Government of Maharashtra



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Projects Executed (Domestic)

DOMESTIC OPERATIONS	Client	Type of Service
	Government of the States of Maharashtra and Karnataka	Preparation and supply of Voters' Identity cards. 5 Million Cards.
	Government Telecom	Decoding and printing of STD detail bills
	State Bank of India & State Bank of Hyderabad Dena Bank Punjab National Bank	Maintenance of pension accounts for over 300,000 pensioners
	Board of Secondary Education – States of Rajasthan and Madhya Pradesh. Karnataka Secondary Education Examination Board.	Pre and post examination processes for Secondary and Higher secondary examinations.
	Maharashtra State Bureau of Examination.	Pre and post examination processes for Government Commercial Certificate Examinations & Scholarship Examinations.
	The Chief Electoral Officer, Maharashtra State	Laser Printing of Electoral Rolls of 2001 of Assembly Constituencies.
	The Chief Electoral Officer, Madhya Pradesh	Computerization of Supplementary Electoral Rolls of Madhya Pradesh for Year 2000-2001
	Ferguson College	Library cataloguing
	Sales Tax Dept. Government of Maharashtra	Challans and Returns



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Database

Mascon handles large volumes of data entry jobs with a very short turnaround time.

Custom-built programs are developed in-house to generate high quality outputs. We design processes for each and every project based on output requirement.

Mascon's team of highly skilled input operator's work very fast and deliver accurate results. We employ multi-version comparison methodology with MASCOMP, which is an internally developed software application.

Products delivered are thoroughly checked based on statistical sampling by our Internal Customer (Statistical Quality Control and Assurance).

Our systematic process control has helped us retain our customers year after year.

Our Enterprising Systems Team has developed various applications, which are used only for internal purposes.

Details of Database Projects Undertaken

- I) BANKING SECTOR
Project: Savings Bank / Term Deposit Accounts Balancing
Client: State Bank of India

Scope of Work:

Balancing of the Ledgers was in arrears for 2-3 years in the year 1983. Computerization of all the concerned data was to be done for several branches.

Volume in Units:

There were over 25000 entries per month per branch. This resulted in us processing almost 1,000,000 entries per bank branch project for the backlog and was processed on an ongoing basis till 1992.

Locations Handled:

The balancing and necessary rectifications in the ledger sheet were implemented by our staff with the help of the officers for the following branches at their premises (partial list):

- Mumbai Main Branch
- Backbay Reclamation Branch - Mumbai
- Pune Main Branch
- Worli (North) Branch – Mumbai



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- Ghatkopar (West) Branch – Mumbai
- Satara Branch - Maharashtra
- Mapusa Branch – Goa
- Heavy Vehicles Factory (Avadi) Branch – Chennai
- Kanpur Main Branch
- IIT Kanpur Branch
- Etawah Branch – Uttar Pradesh
- Farukabad Branch – Uttar Pradesh
- Thularam Chowk Branch – Madhya Pradesh

Methodology Implemented:

Mascon deputed staff to the various branches to collect the data and bring them to Pune. Thereafter the work involved data preparation, data entry, data tabulation, data validation, database creation and balancing of ledgers. After the ledgers were independently balanced, the data was then taken back to the respective branches and tallied with the opening and closing balances of the respective individual accounts in the ledgers as of a particular cut off date.

II) BANKING SECTOR

Project: Lead Bank Returns Processing

Client: National Bank for Agriculture and Rural Development

Scope of Work:

This involved complete tabulation of the lead bank reports like

Budgeted Projections – LBR - 1

Quarterly Disbursements – LBR - 2

Overview of Budgets, Actual and Variance – LBR - 3

Volume in Units:

Approximately 3,00,000 records per month were to be tabulated for NABARD for 6 Branches.

Locations Handled:

The work was done for the following branches of NABARD in Maharashtra:

- Beed
- Latur
- Osmanabad
- Parbhani
- Aurangabad
- Solapur



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Methodology Adopted:

LBR forms were collected from individual branches. Data entry, validation and preparation of reports were done strictly as per RBI guidelines.

III) TELECOM SECTOR

Project: Processing and Printing of Telecom Bills

Customer: Department of Telecommunication

Scope:

We process, print, arrange and provide subscriber wise detailed bills of STD / ISD calls of E10B, OCB, FETEX, CDOT & EWSD Exchanges. This is an ongoing project.

Volume in Units:

We have so far processed over 3,33,00,000 STD Bill details running to 500,000 pages.

Locations Handled:

1. Pune
2. Nasik
3. Bidar
4. Goa
5. Kalyan
6. Satara
7. Sindhudurg
8. Sangli

Methodology Adopted:

Collection of Data from various exchanges of each district is carried out promptly every month. Data collected is restored from various media such as Magnetic Tape Drive (MTD), Cartridge Tape Drive (CTD) & Magneto Optical Drive (MOD). We have facility to convert any type of Data from Binary to ASCII.



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IV) BANKING SECTOR

Project: Central Government Pension Calculations
Clients: State Bank of India
State Bank of Hyderabad
Bank of India
Dena Bank
Punjab National Bank

Scope:

The pension calculations is an ongoing project requiring data tabulation on a monthly basis and distribute the pension data to 444 branches in total for both State Bank of India and State Bank of Hyderabad.

600 branches of Bank of India in Bihar were to be computerized to convert all the manual data into database format for the purpose of pension calculations and subsequent transfer to the respective branches' computer section.

Dearness Allowance Revision and the 4th and 5th Pay Commission Revisions are handled by Mascon successfully.

Volume in Units:

For the State Bank Group, 150,000 pensioners' accounts spread over 444 branches in the State of Maharashtra and Andhra Pradesh are processed every month with many of the branches having a minimum of at least 1000 pensioners' accounts.

For Bank of India nearly 27,000 pensioners' accounts spread over 27 branches were processed in Madhya Pradesh having at least 1000 accounts per branch.

Locations Handled:

- Maharashtra
- Andhra Pradesh
- Madhya Pradesh
- Bihar

Methodology Adopted:

The data is sent to Mascon every month regularly through input forms. Work involved collecting the data, creating a master data, process it, make the records available updated and transfer the data back to the bank.

Mascon undertakes data preparation, data entry, data tabulation, data validation, database creation and printing a list of containing the amounts to be credited to the individual pensioners in the respective branches. This list is then sent to the respective branches in both hard copy and soft copy for ready incorporation in their database.



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Document Archival and Retrieval System

For such total solution for document archival and retrieval we adopt imaging/indexing techniques and integrate with retrieval system designed for a specific purpose. We have described our methodology by adding three independent flow charts for Phase-I, Phase-II and Phase-III.

Phase-I: Entails thorough check by our expert team for client need evaluation.

Phase-II: On-site or Off-site scanning done to suit customer's requirement of volume and confidentiality.

Phase-III: Custom built process a solution from our production centre enhances productivity.

Details of Imaging and Indexing Projects Undertaken

I) STATE GOVERNMENT PROJECT

Project: Voter Identity Card - Image Processing

Client: Government of Maharashtra
Government of Karnataka

Scope:

Preparation of Voters Identity Cards for the purpose of elections in 1994-95

Volume in Units: Over 10,000,000 voters were issued Voters Identity cards.

Locations Handled:

- Jalgaon
- Pune
- Aurangabad
- Beed
- Parbhani
- Belgaum
- Panjim
- Margoa



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Methodology Adopted:

Through the previously existing technology Images were captured through photography and then mapped them on the computer to prepare the voter identity card. Our personnel were based on the above-mentioned locations to take the photography and data processing work.

Work on voter identity card was done simultaneously at the respective centers and also at Pune where certain specialized work that was common to all the centers was carried out.

FORM PROCESSING PROJECTS

Project: State Government Pre and Post Examination Forms

Customer:

I) *Secondary and Higher Secondary Education Board*

- a) Karnataka
- b) Madhya Pradesh
- c) Rajasthan

II) *Maharashtra State Council of Examinations*

Scope:

I) Secondary and Higher Secondary Education Board:

- a) Karnataka: Scanning of photograph, data linking & printing of Pre and Post Examination Application Forms.
- b) Madhya Pradesh: Result Processing job & Scanning and Printing of photographs. The work includes Data Entry, Verification, and Scanning of Photo & Printing of Enrolment Card of X Std.
- c) Rajasthan: Scanning of photographs, processing and printing for Issuance of Laminated Registration Cards of X & XII Std and certificate printing with photographs.



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II) Maharashtra State Bureau of Examinations:

We generate District-wise, Center-wise, Subject-wise & Batch-wise allocation of seat numbers, provision of attendance and signature roll for the candidates. Distribution of answer sheets to various Examiners and Moderators is also part of the scope of work. After receiving mark sheets we provide certificates, mark lists and District-wise Merit List.



Volume in Units:

Karnataka: We handled a volume of 7,00,000 candidates' records for 2001.

Madhya Pradesh: We handled a volume of 3,75,000 candidates' records for 2001 and have been given the project for the year 2002 also.

Rajasthan: We handled a volume of 17,00,000 candidates' records for 2001-2002 and have been given the project for the year 2003 also.

Maharashtra: We handled a volume of 1300,000 candidates' records for 2001. We have also bagged the contract for scholarship exam processing for the consecutive 3 years from 2001 to 2003.

Locations Handled

Bangalore, Ajmer, Bhopal, Pune

Methodology Adopted

- 1) Data Entry of Application Forms
- 2) Scanning of Applications
- 3) Cropping of Scanned Images
- 4) Merging of Images with Data
- 5) Pre - Exam Processing
- 6) Reports for Pre - Exam
- 7) Post Exam Processing
- 8) Reports For Post Exam

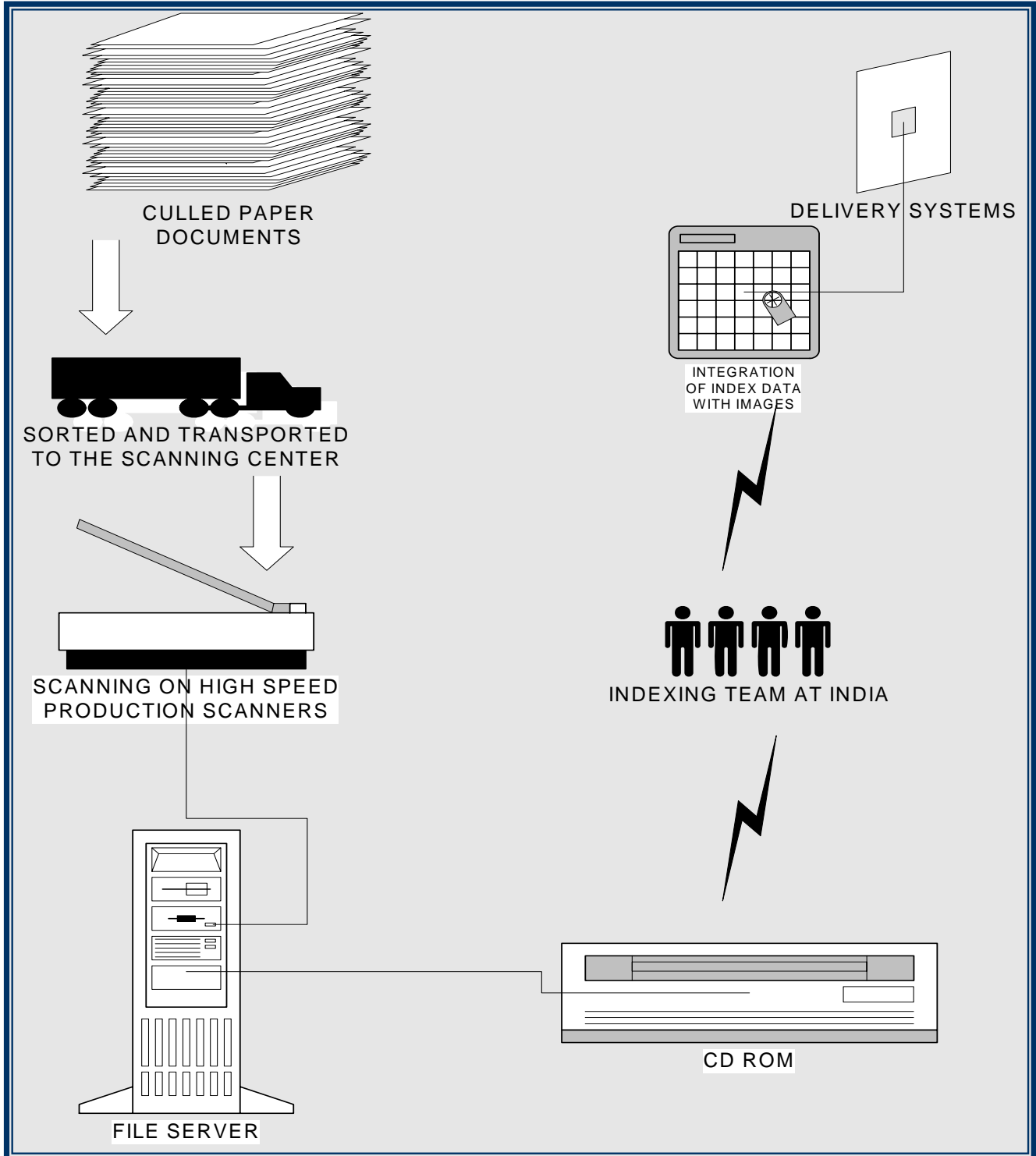


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Document Management System - Methodology





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Quality Control System – Methodology

