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नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड
NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED
(भारत सरकार का उद्यम)
(A Govt. of India Enterprise)



NEEPCO INCIDENT REPORTING PORTAL(NIREP)

Application URL: <http://10.60.41.11:4000>

USER Login & User Dashboard:

Every Project/Site's Fire & safety Department user or designated user will have login credentials.

User ID>Email): XXXXX@gmail.com

Password: XXXXXXXX



NEEPCO ONLINE INCIDENT REPORTING PORTAL(NIREP)

The image shows the NIREP Portal login interface. It features a header with the text "Log In" and "NIREP Portal". Below this is a form with fields for "Email" (containing "dhps@gmail.com") and "Password" (containing "*****"). There is also a "Remember me?" checkbox and a blue "Log in" button.

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After Login in following Landing page/User Dashboard will Display:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमख्रा, शिलांग-793003
Brookland Compound, Lower New Colony, Laitumkhrah, Shillong – 793 003

स्वहित एवं राष्ट्रहित में ऊर्जा बचाएँ/Save Energy for Benefit of Self and Nation



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Welcome to NIREP

User Id of Logged in User : 7a12340b-d8e4-43ae-8e8d-92df708629cf

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NEARMIS CRUD(CREATE-READ-UPDATE-DELETE): User Can click header Nearmiss Tab or under Dashboard Nearmiss Incident Tab at highlighted in RED Box for details of Nearmiss Incident Registered and other options.

Nearmiss Incidents

Create New

Find by Period/Div: Search | Back to Full List

Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	
2023	DHPS	November	Security	AC Burning	nil	New	Edit Details Delete
2023	DHPS	October	HOP	Spark in electrical wiring	nil	New	Edit Details Delete
2023	DHPS	September	IT	Spark in ele wiring	nil	New	Edit Details Delete

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Search Nearmiss Incidents:

User Can search Incident Details by typing “Year” or “Period” or “Department/Div” in the search Box.

Search by Department/Div:

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Nearmiss Incidents

Create New

Find by Period/Div: HOP | Search | Back to Full List

Incident Year	Project	Period	Department/Div	Description	Remark	Status	Nearmiss
2023	DHPS	October	HOP	Spark in electrical wiring	nil	New	Edit Details Delete

Previous | Next

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<https://localhost:7072/Nearmisses?SearchString=HOP#>

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Search by Period/Month:

Nearmiss Incidents

Create New

Find by Period/Div: October | Search | Back to Full List

Incident Year	Project	Period	Department/Div	Description	Remark	Status	Nearmiss
2023	DHPS	October	HOP	Spark in electrical wiring	nil	New	Edit Details Delete

Previous | Next

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<https://localhost:7072/Nearmisses?SearchString=October#>

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To Go to the List of Incident Details View Page Click “[Back to Full List](#)”

Similarly, you can search Record by Year Wise as well.

Create New Incident

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Incident Details Page Click on “Create New” Link as shown below in Red Box:

The screenshot shows the 'Nearmiss Incidents' section of the NIREP system. On the left sidebar, 'Nearmisses Incidents' is selected. In the main content area, there is a table of incidents with columns: Incident Year, Project, Period, Department/Div, Description, Remark, and Status Nearmiss. Below the table, there are 'Previous' and 'Next' navigation buttons. At the top right, there is a search bar, user information (Hello dbps@gmail.com), and a logout link. A red box highlights the 'Create New' button at the top left of the table.

After Clicking on Create New Link following page will appear:

The screenshot shows the 'Create Nearmiss Incidents' form. The left sidebar has 'Nearmisses Incidents' selected. The main form contains fields for: Incident Year (2023), Project Name (DHPS), Period (Please select), Incident Date (dd-mm-yyyy), Location of Incident, Department/Division, Description of Incident, Eye Witness, Escape, Reason of Occurrence, Preventive Measure, Remark if any, and Status (0). At the bottom left is a 'Create' button, and at the bottom right is a 'Back to List' link.

User have to fill up all details and then click on “Create” Tab and incident will be created.

Incident Details:

To view Details of Incident User Can Click the “Details” Tab

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Incident Year	Project	Period	Department/Div	Description	Remark	Status	Nearmiss
2023	DHPS	November	Security	AC Burning	nil	New	Edit Details Delete
2023	DHPS	October	HOP	Spark in electrical wiring	nil	New	Edit Details Delete
2023	DHPS	September	IT	Spark in ele wiring	nil	New	Edit Details Delete

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After clicking on Details Link following page with Details of the Incident Will Appear:

Nearmiss Incident Details	
Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	Security wing
Department/Division	Security
Description of Incident	AC Burning
Eye Witness	Mr KJU
Escape	nearly escape
Reason of Occurrence	over heating
Preventive Measure	as instructed
Remark,if any	nil
Status	0
HOD/HOP Action	New
HOD/HOP Remark,if any	New

[Edit](#) | [Back to List](#)

EDIT INCIDENTS:

User Can “Edit” Details by Clicking the Edit Tab and Back to the List of Incident Details Page by clicking on “Back to List” Link.

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Nearmiss Incident Details

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	Security wing
Department/Division	Security
Description of Incident	AC Burning
Eye Witness	Mr KJU
Escape	nearly escape
Reason of Occurrence	over heating
Preventive Measure	as instructed
Remark, if any	nil
Status	0
HOD/HOP Action	New
HOD/HOP Remark, if any	New

[Edit](#) [Back to List](#)

You can go to “Edit” Section from the Incident Details Page as well as shown below.

Home	Nearmiss	Occurrences	Accidents	Hello dhps@gmail.com! Logout
Home / NIREP				

Nearmiss Incidents

Create New

Find by Period/Div: Search | Back to Full List

Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	Action
2022	DHPS	December	IT	spark in electrical wiring	na	New	Edit Details Delete
2023	DHPS	November	IT	spark in electrical wiring	NIL	New	Edit Details Delete
2023	DHPS	October	HOP	spark in electrical wiring	na	New	Edit Details Delete

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It may be noted that once the Incident is approved by the HOD/HOP and in HOP/HOD Action “Approved” will appear and that incident cannot be updated or deleted any more. Only Incidents with Status “New” or “Returned” or “Rejected” can be edited.

After Clicking on Edit Button Following edit view page will appear and user can update required details and save.

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<https://localhost:7072/Nearmisses/Edit/3#>

DELETE INCIDENTS:

For deleting user can click on the “delete” button from Incident List Details page. It may be noted

Deletion can only be performed with incidents status “**New**”

Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	Action
2023	DHPS	November	IT	spark in electrical wiring	NIL	New	Edit Details Deleted
2023	DHPS	October	HOP	spark in electrical wiring	na	New	Edit Details Delete
2023	DHPS	September	IT	Spark in MCB Board	NA	New	Edit Details Delete

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After clicking Delete Button Following page will appear, you can re-confirm the deletion action with details of incidents displayed and finally by clicking the “Delete” button you can delete the record.

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The screenshot shows a 'Delete' confirmation dialog. The main text asks, 'Are you sure you want to delete this?' Below it is a table of incident details. At the bottom right of the dialog is a red-bordered 'Delete' button.

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	IT Server Room
Department/Division	IT
Description of Incident	spark in electrical wiring
Eye Witness	Mr P ZAY
Escape	Nearly
Reason of Occurrence	Sparking
Preventive Measure	Taken as advised
Remark, if any	NIL
Status	0

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DANGEROUS OCCURRENCES CRUD(CREATE-READ-UPDATE-DELETE): User Can click header Occurrences Tab or under Dashboard “Dang Occurrences” Tab at highlighted in RED Box for details of Dangerous Occurrences Incident Registered and other options.

The screenshot shows a list of dangerous occurrences. The 'Occurrences' tab is highlighted with a red box. The table lists incidents with columns: Incident Year, Project, Period, Department/Div, Description, Remark, Status, and Occurrence. Each row has 'Edit | Details | Delete' links.

Incident Year	Project	Period	Department/Div	Description	Remark	Status	Occurrence
2023	DHPS	November	IT	asdsfsg	na	New	Edit Details Delete
2023	DHPS	October	CSD	asdsfsg	na	New	Edit Details Delete

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Search Dangerous Occurrences:

User Can search Incident Details by typing “Year” or “Period” or “Department/Div” in the search Box.

Search by Department/Div:

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The screenshot shows a search results page for 'Dangerous Occurrences'. A red box highlights the search term 'CSD' in the 'Find by Period/Div' input field. Another red box highlights the 'Department/Div' column header in the table. The table data is as follows:

Incident Year	Project	Period	Department/Div	Description	Remark	Status Occurrence
2023	DHPS	October	CSD	asdsfsg	na	New

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Search by Period/Month:

The screenshot shows a search results page for 'Dangerous Occurrences'. A red box highlights the search term 'October' in the 'Find by Period/Div' input field. Another red box highlights the 'Period' column header in the table. The table data is as follows:

Incident Year	Project	Period	Department/Div	Description	Remark	Status Occurrence
2023	DHPS	October	CSD	asdsfsg	na	New

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To Go to the List of Incident Details View Page Click “[Back to Full List](#)”.

Similarly, you can search Record by **Year Wise** as well.

Create New Dangerous Occurrence Incident

Incident Details Page Click on “Create New” Link as shown below in Red Box:

**ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
Brookland Compound, Lower New Colony, Laitumkhrah, Shillong – 793 003**

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The screenshot shows the 'Dangerous Occurrences' section of the NIREP system. On the left is a sidebar with various navigation options like 'Dashboard', 'Nearmisses Incidents', 'Dang Occurrences', 'Dept Accidents', 'Forms', etc. The main area displays a table of incidents with columns: Incident Year, Project, Period, Department/Div, Description, Remark, and Status Occurrence. Two rows of data are shown, both from 2023 under the DHPSP project. At the bottom of the page, there's a copyright notice and a link to 'Version 3.2.0'.

After Clicking on Create New Link following page will appear:

This is a detailed form for creating a new dangerous occurrence. It includes fields for Incident Year (set to 2023), Project Name (DHPSP), Period (a dropdown menu), Incident Date (date input field), Location of Incident (text input field), Nature of Occurrence (text input field), Department/Division (text input field), Description of Accident (text input field), Name of Equipment (text input field), and Manufacturer Name (text input field).

User have to fill up all details and then click on “Create” Tab and incident will be created.

Incident Details:

To view Details of Incident User Can Click the “Details” Tab

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Dangerous Occurrences

Incident Year	Project	Period	Department/Div	Description	Remark	Status Occurrence	Action
2023	DHPS	November	IT	asdfsfg	na	New	Edit Details Delete
2023	DHPS	October	CSD	asdfsfg	na	New	Edit Details Delete

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After clicking on Details Link following page with Details of the Incident Will Appear:

EDIT INCIDENTS:

User Can “Edit” Details by Clicking the Edit Tab and Back to the List of Incident Details Page by clicking on “Back to List” Link.

Details of Dangerous Accident

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	IT Server Room
Nature of Occurrence	rack breakdown
Department/Division	IT
Description of Accident	asdfsfg
Name of Equipment	Server
Manufacturer Name	HP
Purpose of Use	IT App
Date of Manufacturer	15-06-2023
Date of Installation	17-08-2023
Last Date of Maintenance	05-10-2023
Last Date of Test	15-09-2023
Nature of Damage	sdfsdgsd
Reason of Occurrence	sdgsdg
Eye Witness Person	sdgsdg
Description by Eye Witness	sdgsdg
Preventive Action	sggs
Remark,if any	na
HOD/HOP Action	New
HOD/HOP Remark,if any	New

You can go to “Edit” Section from the Incident Details Page as well as shown below.

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Dangerous Occurrences

Incident Year	Project	Period	Department/Div	Description	Remark	Status Occurrence	Action
2023	DHPS	November	IT	asdfsfg	na	New	Edit Details Delete
2023	DHPS	October	CSD	asdfsfg	na	New	Edit Details Delete

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It may be noted that once the Incident is approved by the HOD/HOP and in HOP/HOD Action “Approved” will appear and that incident cannot be updated or deleted any more. Only Incidents with Status “New” or “Returned” or “Rejected” can be edited.

After Clicking on Edit Button Following edit view page will appear and user can update required details and then save record.

Edit Dangerous Accident Details

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	IT Server Room
Nature of Occurrence	rack breakdown
Department/Division	IT
Description of Accident	asdfsfg
Name of Equipment	Server
Manufacturer Name	HP

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DELETE INCIDENTS:

For deleting user can click on the “delete” button from Incident List Details page. It may be noted

Deletion can only be performed with incidents status “**New**”

Dangerous Occurrences

Incident Year	Project	Period	Department/Div	Description	Remark	Status Occurrence	Action
2023	DHPS	November	IT	asdfsfg	na	New	Edit Details Delete
2023	DHPS	October	CSD	asdfsfg	na	New	Edit Details Delete

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After clicking Delete Button Following page will appear, you can re-confirm the deletion action with details of incidents displayed and finally by clicking the “**Delete**” button you can delete the record.

Are you sure you want to delete this?

Dangerous

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	02-11-2023
Location of Incident	IT Server Room
Nature of Occurrence	rack breakdown
Department/Division	IT
Description of Accident	asdfsfg
Name of Equipment	Server
Manufacturer Name	HP
Purpose of Use	IT App
Date of Manufacturer	15-06-2023
Date of Installation	17-08-2023
Last Date of Maintenance	05-10-2023
Last Date of Test	15-09-2023
Nature of Damage	sdfsdgsd
Reason of Occurrence	sdgsdgs
Eye Witness Person	sdgsdg
Description by Eye Witness	sdgsdg
Preventive Action	sggs
Remark,if any	na
Status	0

Delete | Back to List

DEPARTMENTAL ACCIDENTS CRUD(CREATE-READ-UPDATE-DELETE): User Can click header “Accidents” Tab or under Dashboard “Dept Accidents” Tab at highlighted in RED Box for details of Dangerous Occurrences Incident Registered and other options.

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(A Govt. of India Enterprise)



Departmental Accidents

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status Accident
2023	DHPS	November	01-11-2023	IT	IT Server Room	dsgdfh	dfgdfg	na	New
2023	DHPS	October	27-10-2023	HR	Establishment of HR	dsgdfh	dfgdfg	na	New

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Search Departmental Accidents:

User Can search Incident Details by typing “Year” or “Period” or “Department/Div” in the search Box.

Search by Department/Div:

Departmental Accidents

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status Accident
2023	DHPS	October	27-10-2023	HR	Establishment of HR	dsgdfh	dfgdfg	na	New

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Search by Period/Month:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
Brookland Compound, Lower New Colony, Laitumkhrah, Shillong – 793 003

स्वहित एवं राष्ट्रहित में ऊर्जा बचाएँ/Save Energy for Benefit of Self and Nation



ISO 9001: 2015
ISO 14001: 2015
ISO 45001:2018

नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

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Departmental Accidents

Create New

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status Accident
2023	DHPS	November	01-11-2023	IT	IT Server Room	dsgdfh	dfgdfg	na	New

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To Go to the List of Incident Details View Page Click “**Back to Full List**”.

Similarly, you can search Record by **Year Wise** as well.

Create New Departmental Accident Incident

Incident Details Page Click on “Create New” Link as shown below in Red Box:

Departmental Accidents

Create New

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status Accident
2023	DHPS	November	01-11-2023	IT	IT Server Room	dsgdfh	dfgdfg	na	New
2023	DHPS	October	27-10-2023	HR	Establishment of HR	dsgdfh	dfgdfg	na	New

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After Clicking on Create New Link following page will appear:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Create Departmental Accidents

Incident Year: 2023

Project Name: DHPS

Period: Please select

Incident Date: dd-mm-yyyy

Department:

Location of Incident:

Name of Person Affected:

Address of the Person:

Designation:

User have to fill up all details and then click on “Create” Tab and incident will be created.

Incident Details:

To view Details of Incident User Can Click the “Details” Tab

Departmental Accidents

Create New

Find by Period/Div: [] Search | Back to Full List

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status	Accident
2023	DHPS	November	01-11-2023	IT	IT Server Room	dsgdfh	dfgdfg	na	New	Edit Details Delete
2023	DHPS	October	27-10-2023	HR	Establishment of HR	dsgdfh	dfgdfg	na	New	Edit Details Delete

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After clicking on Details Link following page with Details of the Incident Will Appear:

EDIT INCIDENTS:

User Can “Edit” Details by Clicking the Edit Tab and Back to the List of Incident Details Page by clicking on “Back to List” Link.

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Departmental Occurrences Details

Incident Year	2023
Project Name	DHPS
Period	November
Incident Date	01-11-2023
Department	IT
Location of Incident	IT Server Room
Name of Person Affected	dsgdfh
Address of the Person	fdhdfh
Designation	dhdf
Age	36
Sex	Male
Nature of Injury	fgdfg
Cause of Incident	difgdfg
Nature of Duty	dgdfgd
Service Length	gfdfgdf
Employee Posture	dgtfg
Name of Eye Witness	dg
Eye Witness Division	gadfgdfg
Employer Name	gdgg
Expected Disablement	dfgg
Remark, If any	na
HOD/HOP Action	New
HOD/HOP Remark, If any	New
Status	0

[Edit](#) | [Back to List](#)

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You can go to “Edit” Section from the Incident Details Page as well as shown below.

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Departmental Accidents

Incident Year	Project	Period	Incident Date	Department	Location of Incident	Name of Person Affected	Cause of Incident	Remark	Status Accident	Action
2023	DHPS	November	01-11-2023	IT	IT Server Room	dsgdfh	dfgdfg	na	New	Edit Details Delete
2023	DHPS	October	27-10-2023	HR	Establishment of HR	dsgdfh	dfgdfg	na	New	Edit Details Delete

Previous | Next

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It may be noted that once the Incident is approved by the HOD/HOP and in HOP/HOD Action “Approved” will appear and that incident cannot be updated/edited or deleted any more. Only Incidents with Status “New” or “Returned” or “Rejected” can be edited.

After Clicking on Edit Button Following edit view page will appear and user can update required details.

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003

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The screenshot shows the NIREP dashboard interface. On the left sidebar, there are sections for 'Nearmisses Incidents', 'Dang Occurrences', 'Dept Accidents', 'Forms', 'Documentation', and 'LABELS' (Important, Warning, Informational). The main area displays fields for 'Incident Year' (2023), 'Project Name' (DHPS), 'Period' (November), 'Incident Date' (01-11-2023), 'Department' (IT), 'Location of Incident' (IT Server Room), 'Name of Person Affected' (dsgdfh), 'Address of the Person' (fdhdfh), and 'Designation'.

Edit Submitted Departmental Occurrences Details

Incident Year: 2023

Project Name: DHPS

Period: November

Incident Date: 01-11-2023

Department: IT

Location of Incident: IT Server Room

Name of Person Affected: dsgdfh

Address of the Person: fdhdfh

Designation:

DELETE INCIDENTS:

For deleting user can click on the “delete” button from Incident List Details page. It may be noted

Deletion can only be performed with incidents status “New”

The screenshot shows the 'Departmental Accidents' list. The table includes columns: Incident Year, Project, Period, Incident Date, Department, Location of Incident, Name of Person Affected, Cause of Incident, Remark, Status Accident, and Actions (Edit | Details | Delete). Two rows are visible: one for November 2023 (Status: New) and one for October 2023 (Status: New). The 'Delete' buttons for both rows are highlighted with red boxes.

Home / NIREP

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After clicking Delete Button Following page will appear, you can re-confirm the deletion action with details of incidents displayed and finally by clicking the “Delete” button you can delete the record.

Incident Year: 2023
Project Name: DHPS
Period: November
Incident Date: 01-11-2023
Department: IT
Location of Incident: IT Server Room
Name of Person Affected: dsgdfh
Address of the Person: fdhdfh
Designation: dhfhd
Age: 36
Sex: Male
Nature of Injury: fgdfg
Cause of Incident: dfgdg
Nature of Duty: dgdfgd
Service Length: gdfgdf
Employee Posture: dgdfg
Name of Eye Witness: dg
Eye Witness Division: ggdfgdg
Employer Name: gdgg
Expected Disablement: dg
Remark,if any: na
HOD/HOP Action: New
HOD/HOP Remark,if any: New
Status: 0

[Delete](#) [Back to List](#)

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HOD/HOP Action/Reporting Module:

HOD/HOP User Can Login with their credentials in the portal to access the application.

User ID>Email): XXXXX@gmail.com

Password: XXXXXXXX



NEEPCO ONLINE INCIDENT REPORTING PORTAL(NIREP)

Log In

NIREP Portal

Email: hoddhps@gmail.com

Password:

Remember me?

[Log in](#)

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After Login in following Landing page/HOD Dashboard will Display:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Welcome to NIREP: HOD User

User Id of Logged in HOD : 05f128c1-95f6-456c-a95a-8ba1a4bf0d9d

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HOD/HOP User can view and perform action any Category of Incidents by Clicking “Nearmiss” / “Occurrences”/ Accidents Tab from Header

OR

By Clicking Category of Incidents Tabs Available under Dashboard Menu as shown below.

Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	Actions
2022	DHPS	December	IT	spark in electrical wiring	na	New	Details Action
2023	DHPS	November	IT	spark in electrical wiring	NIL	New	Details Action
2023	DHPS	October	HOP	spark in electrical wiring	na	New	Details Action

The “Search” Functionality also available for searching record. The functionality is explained in above.

Incident Details:

Before performing any Action HOD/HOP user can check the details of the incidents by the clicking the “Details” tab.

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Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	Action
2022	DHPS	December	IT	spark in electrical wiring	na	New	[Details] [Action]
2023	DHPS	November	IT	spark in electrical wiring	NIL	New	[Details] [Action]
2023	DHPS	October	HOP	spark in electrical wiring	na	New	[Details] [Action]

After clicking on Details tab following Page will be displayed and by clicking Back to List user can go the List view page.

Incident Year	2022
Project Name	DHPS
Period	December
Incident Date	08-12-2022
Location of Incident	IT Server Room
Department/Division	IT
Description of Incident	spark in electrical wiring
Eye Witness	Mr P ZAY
Escape	Nearly
Reason of Occurrence	Sparking
Preventive Measure	Taken as advised
Remark,if any	na
HOD/HOP Action	New
HOD/HOP Remark,if any	New

[\[Back to List\]](#)

HOD/HOP Action:

Now after checking the Details of the Incidents HOD/HOP user can perform following Action:

- Approve with Comment/Remark
- Reject with Comment/ Remark
- Return with Comment/ Remark

For performing action user can click the “Action” button as shown below:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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Incident Year	Project	Period	Department/Div	Description	Remark	Status Nearmiss	Action
2022	DHPS	December	IT	spark in electrical wiring	na	New	[Details] [Action]
2023	DHPS	November	IT	spark in electrical wiring	NIL	New	[Details] [Action]
2023	DHPS	October	HOP	spark in electrical wiring	na	New	[Details] [Action]

After Clicking on Action Tab following Page will be displayed,

IT Server Room

Department/Division: IT

Description of Incident: spark in electrical wiring

Eye Witness: Mr P ZAY

Escape: Nearly

Reason of Occurrence: Sparking

Preventive Measure: Taken as advised

Remark,if any: na

HOD/HOP Action: Approved (dropdown menu open, showing 'Please select', 'Approved', 'Rejected', 'Returned')

HOD/HOP Remark: Approved (dropdown menu open, showing 'Rejected', 'Returned', 'New')

Save

User can select “Approved/Rejected/Returned” and then HOP/HOD Remark and then Save.

HOD/HOP Reporting

User can View/Download all category of Incidents from the Reporting Menu.

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
Brookland Compound, Lower New Colony, Laitumkhrah, Shillong – 793 003

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ISO 14001: 2015
ISO 45001: 2018



Nearmiss Report

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA	New
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL	New
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na	New
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New

Showing 1 to 4 of 4 entries

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User can search with any value, and download report with .PDF, EXCEL, CSV and Print as per the requirement.

Nearmiss Report

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA	New
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL	New
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New

Showing 1 to 3 of 3 entries (Filtered from 4 total entries)

Search: IT

Previous 1 Next

User can filter the data by using filter criteria available at bottom as shown below by selecting any value of any column or combination column value.



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[Home](#) [Nearmisses](#) [Occurrences](#) [Accidents](#)

[Hello hoddhps@gmail.com!](#) [Logout](#)

Nearmiss Report

Search: IT

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA	New
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL	New
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New

Showing 1 to 3 of 3 entries (Filtered from 4 total entries)

Previous 1 Next

For example, if selected value “2022”, “DHPS” and “December” respectively then it will display records available only matching with this parameter.

[Home](#) [Nearmisses](#) [Occurrences](#) [Accidents](#)

[Hello hoddhps@gmail.com!](#) [Logout](#)

Nearmiss Report

Search: IT

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New

Showing 1 to 1 of 1 entries (Filtered from 4 total entries)

Previous 1 Next

Report Download as PDF/Excel/CSV:

User can click on the PDF/Excel/CSV button to download report format as required.

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमुख्रा, शिलांग-793003
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NEARMISS INCIDENT REPORT															
Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD	Remark of HOD	Status
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr XYZ	Nearly	Spark	As instructed	NA	New	New	0
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL	New	New	0
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na	New	New	0
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New	New	0

eg: PDF REPORT

ADMIN/NODAL USER MODULE:

ADMIN/NODAL User Can Login with their credentials in the portal to access the application.

User ID>Email): XXXXX@gmail.com

Password: XXXXXXXX



NEEPCO ONLINE INCIDENT REPORTING PORTAL(NIREP)

The screenshot shows the NIREP Portal login interface. It features a header "Log In" and "NIREP Portal". Below the header is a form with fields for "Email" (admin@gmail.com) and "Password" (*****). There is also a "Remember me?" checkbox and a blue "Log in" button.

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After Login in following Landing page/Admin Dashboard will Display:

ब्रुकलैंड कम्पाउंड, लोअर न्यू कॉलोनी, लाइतुमख्रा, शिलांग-793003
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ISO 45001:2018

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Welcome to NIREP: Administrator

User Id of Logged in Administrator: da71e1b5-a9c4-4d81-b69c-253a1daa0a4

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Version 3.2.0

Admin/Nodal User Reporting

User can View/Download all category of Incidents of any project/office from the Reporting Menu.

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na
6	2023	Guwahati Office	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na

Showing 1 to 5 of 5 entries

User can search with any value, and download report with .PDF, EXCEL, CSV and Print as per the requirement.

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Nearmiss Report

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na

Showing 1 to 4 of 4 entries (filtered from 5 total entries)

Search: DHPS

Incident Year: 2022 Project: DHPS Period: December

User can filter the data by using filter criteria available at bottom as shown below by selecting any value of any column or combination column value.

Nearmiss Report

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Neraly	Spark	As instructed	NA
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na
6	2023	Guwahati Office	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na

Showing 1 to 6 of 6 entries

Search:

Incident Year: 2022 Project: DHPS Period: December

Report Download as PDF/Excel/CSV:

User can click on the PDF/Excel/CSV button to download report format as required.

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The screenshot shows a web-based application interface for managing nearmiss reports. On the left is a sidebar with navigation links for Dashboard, Reports (Nearmiss Reports, Occurrences Reports, Accident Reports, Other), Documentation, and Labels (Important, Warning, Informational). The main area is titled 'Nearmiss Report' and displays a table of incidents. At the top of the table are buttons for PDF, Copy, CSV, Excel, and Print. Below the table is a search bar and a footer showing 'Showing 1 to 6 of 6 entries'. A red box highlights the 'Print' button and the search bar.

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Nerally	Spark	As instructed	NA
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na
6	2023	Guwahati Office	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na

Showing 1 to 6 of 6 entries

Report PDF View:

The screenshot shows a PDF document titled 'NEARMISS INCIDENT REPORT (1).pdf'. The page contains a table with the same data as the web interface, titled 'NEARMISS INCIDENT REPORT'. The table has columns for Sl No., Incident Year, Project, Period, Incident Date, Location of Incident, Department/Div, Description, Eye Witness, Escape, Reason of occurrence, Preventive Measure, Remark, Acceptance of HOD, Remark of HOD, and Status. A red box highlights the table.

Sl No.	Incident Year	Project	Period	Incident Date	Location of Incident	Department/Div	Description	Eye Witness	Escape	Reason of occurrence	Preventive Measure	Remark	Acceptance of HOD	Remark of HOD	Status
2	2023	DHPS	September	2023-09-22T00:00:00	IT Server Room	IT	Spark in MCB Board	Mr. XYZ	Nerally	Spark	As instructed	NA	New	New	0
3	2023	DHPS	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	NIL	New	New	0
4	2023	DHPS	October	2023-10-13T00:00:00	HOP Office	HOP	spark in electrical wiring	Mr K ZAY	Nearly	Sparking	Taken as advised	na	New	New	0
5	2022	DHPS	December	2022-12-08T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New	New	0
6	2023	Guwahati Office	November	2023-11-02T00:00:00	IT Server Room	IT	spark in electrical wiring	Mr P ZAY	Nearly	Sparking	Taken as advised	na	New	New	0

User/Role Management Module:

Nodal/Admin user can perform Role management like Roles Creation, deletion and updation and similarly user management like user creation, deletion and updation.

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All Users

[Add New User](#)

Users ID: 05f128c1-95f6-456c-aa9a-8ba1a46fd9d

- hoddhps@gmail.com
- hoduser
- 6380
- DHPS
- Soriful
- Hoque

[Edit](#) [Delete](#)

Users ID: 19cd92ab-daf4-404c-a723-aa148cc2be2

- ghy@gmail.com
- GHyuser
- 6379
- Guwahati Office
- Guwahati
- User

[Edit](#) [Delete](#)

User Management:

For Creation of User, View List of User, updation and deletion Admin/Nodal user can go to the “ListUsers” tab and perform the task.

All Users

[Add New User](#)

Users ID: 05f128c1-95f6-456c-aa9a-8ba1a46fd9d

- hoddhps@gmail.com
- hoduser
- 6380
- DHPS
- Soriful
- Hoque

[Edit](#) [Delete](#)

Users ID: 19cd92ab-daf4-404c-a723-aa148cc2be2

- ghy@gmail.com
- GHyuser
- 6379
- Guwahati Office
- Guwahati
- User

[Edit](#) [Delete](#)

For creation of New User, admin/nodal user can click on the “Add New User” tab as shown above and create the user with role. User creation form is shown below.

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Create a new account.

Employee Code User Name

Project Please select

First Name

Last Name

Email

Password

Confirm password

User Role Select Role

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For editing user details admin/nodal user can click on the “Edit” tab as shown above. After clicking Edit tab following edit page will appear.

Edit User

Id 05f128c1-95f6-456c-aa9a-8ba1a46f

Email hoddhps@gmail.com

Project Name DHPS

- e.g:Hydro:DHPS,THPS,PLHPS,PHPS,KHPS,KaHPS
- e.g:Thermal: AgGBPS,TGBPS,AGBPS
- e.g:Office:New Delhi, Kolkata,Guwahati Office,Corporate Office

UserName hoddhps@gmail.com

User Roles

HOD,

Delete User:

For deletion of any user, admin/nodal user can click on the “delete” button as shown above. After clicking Delete tab following edit page will appear.

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The screenshot shows the 'All Users' section of the NIREP application. On the left is a sidebar with various navigation options like 'Dashboard', 'Nearmisses Incidents', 'Dang Occurrences', 'Dept Accidents', 'Reports', 'Documentation', 'LABELS', and 'Important'. The main area displays a list of users with their email addresses: hoddhps@gmail.com, hoduser, 6380, DHPS, Soriful, and Hoque. At the bottom of the list is a confirmation dialog box with the text 'Are you sure you want to delete user?' and two buttons: 'Yes' (red) and 'No' (blue).

It will ask user to confirm for deletion and if “Yes” button clicked then the user will be deleted from the system.

Role Management:

For Creation of New Role, View List of Roles, updatation and deletion Admin/Nodal user can go to the “Roles” tab and perform the task.

The screenshot shows the 'All Roles' section of the NIREP application. The 'Roles' tab in the top navigation bar is highlighted with a red box. The main area lists four roles: NODAL, NEEPCO, HOD, and another unnamed role. Each role entry includes an 'Edit' button (blue) and a 'Delete' button (red). The 'Add New Role' button at the top of the list is also highlighted with a red box.

For creation of New Role, admin/nodal user can click on the “Add New Role” tab as shown above and create the user role. Role creation form is shown below.

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Create New Role

Name

Create Role

For editing Role details admin/nodal user can click on the “Edit” tab as shown above. After clicking Edit tab following edit page will appear.

Edit Role

Id: 0eb95951-80bf-4dfc-acc5-9c083178ea7d

RoleName: NODAL

Update Cancel

Users in this Role

nodal@gmail.com

Add or Remove Users

Delete Role:

For deletion of any role, admin/nodal user can click on the “delete” button as shown above. After clicking Delete tab following edit page will appear.

All Roles

Add New Role

Role Id: 0eb95951-80bf-4dfc-acc5-9c083178ea7d

NODAL

Edit Are you sure you want to delete user? Yes No

Role Id: 5e3a3281-4af7-467b-8722-09156921032f

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It will ask user to confirm for deletion and if “Yes” button clicked then the role will be deleted from the system.

Password Change for User:

After login with default password user can change the password from Manage page option. For Manage page user need to click on the “hello user” section as shown below.

The screenshot shows the NIREP Administrator dashboard. At the top right, the user 'Hello admin@gmail.com' is displayed with a red box around it. Below the header, there's a search bar and a navigation menu with options like Home, Nearmisses, Occurrences, Accidents, Roles, ListUsers, and Register. The main content area displays a welcome message 'Welcome to NIREP: Administrator' and some user information. On the left, there's a sidebar with sections for Dashboard, Nearmisses Incidents, Dang Occurrences, Dept Accidents, Reports, Documentation, Labels (Important, Warning, Informational), and a copyright notice for NEEPCO LTD. at the bottom. At the bottom right, it says 'Version 3.2.0'.

After clicking there, following manage page section will be displayed.

The screenshot shows the 'Manage your account' page. At the top, there's a logo for 'NEEPCO ONLINE INCIDENT REPORTING PORTAL(NIREP)'. Below it, a navigation bar includes 'Hello admin@gmail.com!', 'Logout', 'Nearmiss', 'Accidents', 'Occurrences', and 'Roles'. The main content area has a heading 'Manage your account' and 'Change your account settings'. A 'Profile' tab is selected, showing a form with fields for 'Username' (admin@gmail.com) and 'Phone number'. There are also tabs for 'Email', 'Two-factor authentication', and 'Personal data'. A 'Save' button is at the bottom right. At the very bottom, there's a footer with a copyright notice: '© 2023 - IncidentReporting - [Privacy](#)'.

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User now can click on the “Password” tab as shown above and change/update the password as required.



NEEPCO ONLINE INCIDENT REPORTING PORTAL(NIREP)

Hello admin@gmail.com! Logout Nearmiss Accidents Occurrences Roles

Manage your account

Change your account settings

Profile

Email

Password

Two-factor authentication

Personal data

Change password

Current password

New password

Confirm new password

Update password

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