

Minutes of the Meeting held under the Chairmanship of the Joint Development Commissioner SEEPZ-SEZ regarding Proper Functioning of Face Detection Devices installed in Unit Buses

Meeting Date: 13.10.2025

Meeting Time: 15:00 hrs.

Meeting Venue: Hybrid mode at SEEPZ Service Center Building, 2nd Floor Conference Room and through WEBEX

Following Members Present:

A. From SEEPZ-SEZ Office:

1. Shrimati Mital Hiremath, Joint Development Commissioner, Pune
2. Shri Mayur Mankar, Joint Development Commissioner, SEEPZ-SEZ
3. Shri Hanish Rathi, Asst. Development Commissioner/ IT, SEEPZ-SEZ
4. Shri Rahul Shivannagol, Asst. Development Commissioner/ Security, SEEPZ-SEZ
5. Shri Rajendra Singh, Head Security Guard, SEEPZ-SEZ
6. Shri Sanjay Mhadik, Security Guard, SEEPZ-SEZ
7. Shri Jayram Prajapati, Security Guard, SEEPZ-SEZ
8. Shri Shyam Nagpure, Security Guard, SEEPZ-SEZ
9. Shri Anand Dudhal, Security Guard, SEEPZ-SEZ
10. Shri Santosh Kolambkar, Security Guard, SEEPZ-SEZ
11. Shri Tushar Raut, Security Guard, SEEPZ-SEZ
12. Shri Umesh Patil, Security Guard, SEEPZ-SEZ
13. Shri Azad Shaikh, Security Guard, SEEPZ-SEZ
14. Shrimati Aparna Avhad, Female Security Guard, SEEPZ-SEZ
15. Shrimati Kusum Kamble, Female Security Guard, SEEPZ-SEZ
16. Shri Vinayak Khadye, Security Guard, SEEPZ-SEZ
17. Shri Rahul Sathe, Security Guard, SEEPZ-SEZ

B. From VAMS Team:

1. Shri Nikhil Kothari
2. Mandar Kamath
3. Sanjay Waghmare

C. Bus Contractors:

1. Sayed Aleem, NBS Travels
2. Suraj Wahule, B S Travels

3. Ashish, Ashish Travels
4. Sumit, Shree Ganesh Travels
5. Sanjay, Sanjay Travels

D. Representatives of the Following Units:

Sr. No	Unit Name	Representatives
1	ADVANCE POWER DISPLAY SYSTEM LTD.	Jyanti Albert
2	Asian Star Company Ltd	Brijesh Sukali
3	CGI Transport	Nagma Khan
4	ELEGANT COLLECTION	Preeti Khot / Manoj Turkar
5	Finacus Solution Pvt. Ltd.	Adarsh Kothari
6	FINE JEWELLERY MANUFACTURING LTD	Sachin Jadhav
7	Global Jewellery	
8	Gold Star Jewellery	
9	H K Design LLP	Sameer Goyani
10	Imperial Jewels	Sameer Goyani
11	INTER GOLD (INDIA) PVT. LTD.	Santosh Sonawane
12	Jasani Jewellery Unit II	Sachin Kokitkar / Uttam Chougule
13	Jewel Art	Nabhilal Pathan
14	Jewelex India Pvt. Ltd. - Addition	Samir Rawal
15	NAVGRAHAA GEMS PVT LTD.	Prachi Kadam
16	Portascap (India) Pvt Ltd (Regalrexnor)	Tejesh Malushte
17	Renaissance Global Limited	
18	Sunjewels Pvt Ltd	Akash Maragaje
19	UNI-DESIGN JEWELLERY PVT.LTD	
20	Zenstar Jewellery LLP	Prabhu Babu

A. Objective of the Meeting

The meeting was held to discuss and finalize the framework for data enrollment and synchronization, and to address operational and functional concerns relating to the face detection devices deployed in unit buses under the Visitor and Access Management System (VAMS).

B. Mode of Data Enrollment

The VAMS Team suggested that data in the face detection devices installed in buses could be uploaded using either of the following two methods — “Route-wise” or “Company-wise.”

i. Route-wise Method:

Under this method, unit administrators would have the option to select the route of each employee, while bus operators would map their respective buses to those routes. This arrangement would allow employees to travel in any bus operating on that designated route, irrespective of the company to which the bus belongs.

ii. Company-wise Method:

Under this method, units or bus operators would provide a consolidated list of units sharing a common bus. In such cases, where multiple buses are jointly operated by two or more units, the data of employees from all such participating units would be stored in every device installed in those shared buses. Consequently, each device would contain the complete dataset of bus visitors for all such units.

2. After detailed discussion, unit representatives and bus operators unanimously decided to adopt the unit-wise data upload mechanism. They confirmed that none of the buses cater to more than four units; hence, the combined number of employees using any shared bus will remain within the storage limit of 5,000 faces per device.

3. It was further agreed that bus contractors shall provide bus-wise data with corresponding unit mapping to the VAMS Team by 16.10.2025 to facilitate proper configuration and synchronization of the system.

Decision:

SEEPZ Authority agreed to the proposal and approved the adoption of the unit-wise data upload mechanism, with the condition that this decision shall be treated as final. Any grievance or request for modification of this mechanism shall not be entertained.

C. Data Coverage and Occasional Travelers

Unit representatives and bus operators confirmed that it is a very rare occurrence for an employee belonging to another unit, who generally does not travel on a particular bus, to do so. Occasionally, an employee of a unit may travel in a different bus, or the designated bus may face a breakdown.

2. In such rare circumstances:

- i. The concerned employee shall self declare the situation at the entry gate and enter through the pedestrian entry.
- ii. In case of a bus breakdown, the driver shall intimate the security guard at the gate, following which the guard shall verify the passengers using a handheld QR code scanner or face detection device.

3. All unit representatives, bus operators, and security staff unanimously agreed to this mechanism.

Decision:

Accordingly, SEEPZ Authority agreed to the proposal, with the condition that this decision shall be treated as final and any grievance or request to modify this mechanism will not be entertained.

D. Synchronization and Data Management

Unit representatives informed that they currently do not have any facility to add or remove employees for bus services. They suggested that a dashboard and reporting facility be developed to enable them to monitor:

- i. The number of employees registered as bus users but not actively using the service, and

- ii. The frequency of bus usage by individual employees.
2. Units suggested that such facility would help remove inactive users, thereby reducing server load and improving the operational efficiency of the face detection devices.
3. Further, the VAMS Team informed that, at present, data is being uploaded manually on tablets/device. However, a system is under development to enable automatic uploading of data to the respective devices. It was explained that synchronization of updated data would occur automatically between 12:00 a.m. and 5:00 a.m., during which all devices must remain powered on and connected to the network.
4. The VAMS Team also committed to providing:
 - i. Daily reports of matched and unmatched faces, and
 - ii. A dashboard for monthly review by each unit to monitor employee travel data.

Decision / Directions:

It was decided that:

- i. The facility to add and remove bus users shall be provided to unit administrators.
- ii. A dashboard/ report shall be generated monthly, in addition to daily matched/unmatched face reports containing employee-wise bus usage details.
- iii. Data shall be uploaded and synchronized with any changes on a daily basis.
- iv. Unit administrators shall ensure that employees are mapped at least two days before they begin using the bus service.

E. Device Installation and Mounting

Unit representatives and SEEPZ Security Staff informed that several device stands were improperly mounted, causing inconvenience to users and posing a risk of physical damage to the equipment.

2. The Joint Development Commissioner (Pune Cluster) directed the VAMS Team and bus operators to ensure that all face detection devices are mounted at appropriate and stable locations, enabling hands-free and contactless attendance marking.

3. The VAMS Team reported that out of 103 devices delivered, 83 have been installed, while 20 remain pending. The Joint Development Commissioner (Mumbai) instructed the bus contractors to complete all pending installation and mounting work by 16.10.2025.

Decision:

All devices shall be properly mounted and fully functional by 16.10.2025, and compliance shall be ensured jointly by the VAMS Team and bus contractors.

F. Technical and Functional Improvements

The SEEPZ Security Staff and unit representatives raised concerns that in

certain buses, the face detection devices displayed “0 matched” or “0 unmatched” results, even though all bus visitors had completed the scanning process. The VAMS Team clarified that this issue occurred because some data were getting deleted when the back button was used. The team assured that the problem would be resolved by 16.10.2025.

2. Further, unit representatives reported that the retake option for face capture was not functioning in a few buses. The VAMS Team explained that this issue was due to the updated version of the application not being installed on some devices and confirmed that it would be rectified within five days.

3. Assistantly, it was observed that the green and red circle indicators showing verification status were malfunctioning. The VAMS Team clarified that these indicators represent verified, retake, and unmatched statuses, and any malfunction in this functionality will be addressed after a physical inspection of selected buses scheduled for 16.10.2025.

Decision:

The VAMS Team shall rectify all identified software and hardware issues by 14.10.2025 and conduct physical verification on 16.10.2025 to ensure complete functionality across all buses.

G. Device Maintenance and Charging

It was informed by the Security Section that several face detection devices remained uncharged or powered off, which adversely affected their performance and data synchronization.

2. The Joint Development Commissioner directed that bus contractors shall be responsible for ensuring that all devices are properly charged and connected to the network on a daily basis to maintain uninterrupted functionality.

3. It was further emphasized that uncharged or non-functional devices may result in denial of bus entry into SEEPZ, and in such cases, employees travelling on those buses shall be required to enter through the pedestrian access after due verification.

Decision:

Bus contractors shall ensure uninterrupted device power supply and network connectivity on a continuous basis.

G. Reporting and Compliance

The VAMS Team shall submit a synchronization readiness and compliance report to the SEEPZ Authority by the following week. It was reiterated that bus contractors must ensure continuous network connectivity and timely data sharing to support seamless synchronization and monitoring.

Decision:

The final compliance and readiness report shall be submitted by the VAMS Team to the SEEPZ Authority within one week, ensuring all operational and technical parameters are duly verified.

H. Interim Arrangement

Until full synchronization becomes operational on 21.10.2025, buses will continue to use the QR Code scanning system for employee verification.

Decision: QR-based verification will remain in effect until synchronization becomes fully functional, however, VAMS team shall ensure to complete it by 21.10.2025.

H. Timeline

Sr. No.	Action Item	Responsibility	Monitored by	Target Date
1	Provide bus and unit mapping data	Bus Contractors	Rajendra Singh and Mayur Gotad	16.10.2025
2	Complete mounting of remaining devices	Bus Contractors & VAMS Team	Rajendra Singh and Mayur Gotad	16.10.2025
3	Implement unit-wise synchronization and dashboard	VAMS Team	Hanish Rathi and Mayur Gadage	20.10.2025
4	Fix back button issue and add retake feature	VAMS Team	Hanish Rathi and Mayur Gadage	14.10.2025
5	Conduct physical verification of devices	VAMS Team	Rahul Shivannagol and Rajendra Singh	16.10.2025
6	Ensure devices remain charged and connected (12–5 a.m.)	Bus Contractors	Gate Incharge	Continuous
7	Submit synchronization compliance report	VAMS Team	Hanish Rathi and Mayur Gadage	Next Week

I. Conclusion and Directions

The meeting concluded with consensus on the above-discussed points and decisions, with directions to the bus operators, the VAMS Team, and the units to adhere to the above timelines and complete all pending actions by 21.10.2025.

All decisions recorded herein shall be incorporated into a comprehensive Standard Operating Procedure (SOP) to be issued by the SEEPZ-SEZ Authority for uniform implementation and compliance by all stakeholders, including unit representatives, bus contractors, and the VAMS Team.

(Mital Hiremath)
Joint Development
Commissioner