Chapter – V

Role of Cauvery Asset in HRM
Actually, the present part brings out the history, or organisational structure and the various services and enumerates the functions, welfare measures, performances, achievements, awards and corporate social responsibility of ONGC – Cauvery Asset. Indeed, the Cauvery Asset has a due organisational setup and performance appropriate achievement oriented activities with regard to exploration, production and distribution of oil and gas in the line with ONGC.

I. History of Cauvery Asset

Actually, the history of Cauvery Asset started with the year 1966 when oil and natural gas was found in Cauvery Basin. From the date of its establishment, the organization had been keen on achieving its goals. Today with the contribution of 1140 employees, it is marching a head towards the new globalized world with new targets. Cauvery Asset is headquartered at Neravy, in Karaikal, a Union Territory of Pondicherry. Cauvery Asset is unique compared to other Assets in many ways. The areas of operations of Cauvery Asset are in two states Tamil Nadu and Pondicherry. The Cauvery Asset's operational areas extending an area of 27,800 sq.km. on land and approximately 30000 sq.km. offshore. In Tamil Nadu, exploration and production activities are spread over in Nagapattinam, Ramnad, Thiruvarur, Thanjavur and Cuddalore districts. Further, the areas of operations of Cauvery Asset are spread over 100 km north of Nervy to 400km south of Neravy, from the 26 production fields, 144 layers, and 210 wells. Initially, the Project/Asset started as an Oil producing project/asset, this has gone to become a major gas producing unit. The Drilling in Cauvery Project started
for the first time in 1964. A Drilling holiday was declared in 1977 and after a detailed scrutiny of the findings; the second phase of drilling was commenced in 1984\(^1\). The main operational areas of Cauvery Asset are Narimanam, Kuthalam, Kamalapuram, Adiyakamangalam, Kovilkalappal, Ramnad, and so on.

The achievement of the organization became possible with the help of the seven business groups such as surface group, sub-surface group, service-group, forward base group, support service group, HSE-Health safety environment group and the location service group, and the arc proved to be successful in the areas of production, support service, location service and especially labour welfare. They mainly play for the drilling and production of oil and natural gas.

The implementation work of the organization has caused on by the various departments such as Welfare, Industrial relations, Geological, Exploration, Mud logging, Inform Service, Security Production, Drilling HRD and Health Safety Environment Departments. All the departments of ONGC are highly focused on the Health and security of the employees. The work in the Karaikal asset is in carried out three shift basis. They are, general or morning shift, 2\(^{nd}\) or 3\(^{rd}\) shift and 14 days on/off duty. Karaikal asset has excelled in production of oil and Natural Gas during the first Quarter of 2005-06, achievement the targets of oil production and gas sales well before time, which means that oil production that stands today is 102 per cent of target and gas sales are 106 per cent of target Karaikal Asset is poised to reach newer heights in the years to come with a dedicated team to
back it. At present, the Cauvery Asset has due organizational structure for performing various function especially exploration and production of oil and gas.

II. Background and Structure

The Oil and Gas exploration giant ONGC occupies a pride of place among India's Navaratna Companies. Within ONGC, the 'Cauvery Asset', hub of Production and Development activities in the remote Southern most parts of India is one of the success stories in its relentless pursuit of oil and gas. Cauvery Asset is based at Karaikal. ONGC's presence in this region has given a boost to Industrial Development in the districts of Nagapattinam, Karaikal, Tiruvarur, Ramnadu and Cuddalore. The mushrooming of Steel Units, Power Generation Stations, and ceramic industries in these areas bear testimony to this. Private and Public Sector power generation stations operate on gas supplied from ONGC's oil and gas fields. A number of private players apart from TNEB have set up gas based power projects in this area, using gas from ONGC generating more than 800 MW power. A further feather in the cap for the Cauvery Asset is the sale of Sour gas from Narimanam and Kovilkalappal fields.

The Cauvery Basin covers an area of about 25000 sq.km in the Onshore and extends from Puducherry in the North to Ramnad in the South and Thanjavur in the West to Karaikal in the east. Intense geological processes taking place beneath the sands of this Cauvery Basin have made it
the home for the Hydrocarbons. Hydrocarbons in the form of oil and gas are found in reservoir pockets distributed all over this vast basin. The basin is under active exploration and development of oil and gas pools with the deployment of six drilling rigs and three work over rigs dedicated to the revival of sick wells. The main constraint in this basin is that there are multiple thin layers of sand hosting the reservoirs rather than thick Blanket Sands, such as encountered in the Assam Shelf which lend themselves to reservoir mapping and interpretation more easily, thus facilitating development activities. Cauvery Basin has much smaller oil and gas pools. The following chart (shown in page – 176) brings out the structure of the Cauvery Asset in a detailed way. The Cauvery Asset is headed by Executive Director – Asset Manager and there are 13 services like Asset Manager’s office, drilling services, support services, engineering services, MUD (chemistry) services, well services, work over services, logging services and so on functioning under him.
ORGANOGRAM OF ONGC – CAUVERY ASSET, KARAikal
### Oil & Gas Fields Cauvery Basin

<table>
<thead>
<tr>
<th>No.</th>
<th>Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>AK</td>
<td>Adiakkamangalam</td>
</tr>
<tr>
<td>2.</td>
<td>AT</td>
<td>Attikadai</td>
</tr>
<tr>
<td>3.</td>
<td>BV</td>
<td>Bhuvanagiri</td>
</tr>
<tr>
<td>4.</td>
<td>KI</td>
<td>Kali</td>
</tr>
<tr>
<td>5.</td>
<td>KJ</td>
<td>Kanjarangudi</td>
</tr>
<tr>
<td>6.</td>
<td>KP</td>
<td>Kamalapuram</td>
</tr>
<tr>
<td>7.</td>
<td>KL</td>
<td>Karaikal</td>
</tr>
<tr>
<td>8.</td>
<td>KZ</td>
<td>Kizhvalur</td>
</tr>
<tr>
<td>9.</td>
<td>KK</td>
<td>Kovilkalapal</td>
</tr>
<tr>
<td>10.</td>
<td>KN</td>
<td>Kuthanallur</td>
</tr>
<tr>
<td>11.</td>
<td>KUT</td>
<td>Kuthalam</td>
</tr>
<tr>
<td>12.</td>
<td>MT</td>
<td>Mattur</td>
</tr>
<tr>
<td>13.</td>
<td>NL</td>
<td>Nannilam</td>
</tr>
<tr>
<td>14.</td>
<td>NR</td>
<td>Narimanam</td>
</tr>
<tr>
<td>15.</td>
<td>NY</td>
<td>Neyveli</td>
</tr>
<tr>
<td>16.</td>
<td>PM</td>
<td>Pallivaramangalam</td>
</tr>
<tr>
<td>17.</td>
<td>PPM</td>
<td>Periyapattinam</td>
</tr>
<tr>
<td>18.</td>
<td>PE</td>
<td>Perungulam</td>
</tr>
<tr>
<td>19.</td>
<td>PU</td>
<td>Pundi</td>
</tr>
<tr>
<td>20.</td>
<td>RV</td>
<td>Ramanavalasai</td>
</tr>
<tr>
<td>21.</td>
<td>TL</td>
<td>Thirukkalar</td>
</tr>
<tr>
<td>22.</td>
<td>TV</td>
<td>Thiruvarur</td>
</tr>
<tr>
<td>23.</td>
<td>TA</td>
<td>Tulsipatnam</td>
</tr>
<tr>
<td>24.</td>
<td>VD</td>
<td>Vadatheru</td>
</tr>
</tbody>
</table>

### Offshore

<table>
<thead>
<tr>
<th>No.</th>
<th>Code</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>PY</td>
<td>Pondicherry 1 &amp; 3</td>
</tr>
<tr>
<td>2.</td>
<td>PH</td>
<td>Palk bay high</td>
</tr>
<tr>
<td>3.</td>
<td>PBS-1</td>
<td>Palk bay shallow</td>
</tr>
</tbody>
</table>
**Major Infrastructure**

1. Drilling rigs - 06 Nos
2. Cementing units - 07 Nos
3. Open hole logging unit - 02 Nos
4. Cased hole logging unit - 01 No
5. Hi-Tech Logging unit (hired) - 01 No
6. LWD unit (hired) - 01 No
7. Workover Rigs - 3 Nos
8. WSS Units
   a. CTU - 2 No
   b. N2 Pumpers - 3 Nos
   c. Acid pumpers - 2 Nos

**Major Production Installations**

1. Group gathering stations - 2 Nos
   Narimanam
   Adiyakamangalam
2. Gas compression station - 3 Nos
   Kovilkallapal
   Kuthalam
   Ramnad
3. Central tan form - 1No.
   a. Narimanam
4. Early production system /Extended production Testing - 9 Nos.
   Kamalapuram
   Nannilam
   Bhuvangiri
Kuthanallur
Mattur
Tulasiapattinam
Pundi
KUT # 13
KVK # 11 (Sour)

5. Eff. Treatment Plant - 1 No.
6. Trunk Narimanam pipeline - 34 Km
7. Flow lines - 540 Km

Employees of the Cauvery Asset

Actually, man power is the main factor for production or for any development of an organisation. The following two tables show the manpower profile and the man power dispensation of Karaikal Asset.8

Table – 1: Man Power Profile of Karaikal Asset

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Category</th>
<th>Nos.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>E-7 &amp; Above</td>
<td>003</td>
</tr>
<tr>
<td>2.</td>
<td>E-4 To E-6</td>
<td>224</td>
</tr>
<tr>
<td>3.</td>
<td>E-1 To E-3</td>
<td>395</td>
</tr>
<tr>
<td>4.</td>
<td>E-0</td>
<td>090</td>
</tr>
<tr>
<td>5.</td>
<td>Class III &amp; IV</td>
<td>412</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>1124</td>
</tr>
</tbody>
</table>
Table - 2 :  Manpower Dispensation

<table>
<thead>
<tr>
<th>SERVI</th>
<th>CL-I</th>
<th>CL-II</th>
<th>CL-I 11</th>
<th>CL-IV</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS</td>
<td>269</td>
<td>61</td>
<td>105</td>
<td>11</td>
<td>446</td>
</tr>
<tr>
<td>ES</td>
<td>47</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>51</td>
</tr>
<tr>
<td>FB</td>
<td>46</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>47</td>
</tr>
<tr>
<td>LS</td>
<td>18</td>
<td>1</td>
<td>7</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>SST</td>
<td>26</td>
<td>0</td>
<td>8</td>
<td>1</td>
<td>35</td>
</tr>
<tr>
<td>SS</td>
<td>94</td>
<td>12</td>
<td>46</td>
<td>8</td>
<td>160</td>
</tr>
<tr>
<td>ST</td>
<td>70</td>
<td>7</td>
<td>145</td>
<td>11</td>
<td>233</td>
</tr>
<tr>
<td>WS</td>
<td>49</td>
<td>7</td>
<td>60</td>
<td>4</td>
<td>120</td>
</tr>
<tr>
<td>SHE</td>
<td>3</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>TOTAL</td>
<td>622</td>
<td>90</td>
<td>375</td>
<td>37</td>
<td>1124</td>
</tr>
</tbody>
</table>

Hence, there are totally 1124 employees working in the Cauvery Asset, Karaikal. But, at present the total strength of employees in Cauvery Asset has increased from 1124 to 1134. The followings are the different sections of Cauvery Asset in which all the manpower’s are deployed.⁹

1. Asset Manager’s office
2. Support Services
3. Drilling Services
4. Electrical Drilling Services
5. Mechanical Drilling Services
6. MUD (Chemistry) Section
7. Cementing Services
8. C & M Section (Construction and Maintenance )
9. Well Services
III. Functions of Various Sections

1. Office of the Asset Manager

Asset Manager is the head of the asset and deals with all administrative and technical activities. The Asset Manager is generally in the cadre of Executive Director. All the drilling operations, production operation and other operation of the assets will be under his guidelines.

2. Support Services

This service group is headed by General Manager and also in-charge of HR/ER (Human Resource/ Employee Relations). Following are the various sections functioning under support services. There are 22 services or sections included in the support services and these are explained below:

2a. Establishment Section

The section is headed by Chief Manager (HR) – Human Resource and deals with employees personal data updation, issue of various permission for purchase of vehicle, house, leave matters, NOC for acquiring passport, permission for higher studies, permission for operating place. All the family members details, dependant declaration and the personal informations are being regularly updated by this section.
2b. **Loans and Advance Section.**

This section deals with scrutinising of all types of loan applications and sanctioning of loans and advances to the employees. The section is headed by Manager (HR) – Human Resource.

2c. **IR – (Industrial Relations) Section**

The section is headed by the Manager (HR) and deals the matters related to employees grievances in various aspects through the recognized unions. All the issues of the unionized category employees will be taken up for discussion in the meeting and the feedback / outcome will be conveyed in the form of office order. IR-section uses to arrange bipartite melting, tripartite meeting and JCM. The issues/disputes related to employees welfare / grievance will be taken up for discussion in the meeting in the form of various agenda points. Today all the corporate sectors are having Industrial Relation officer.

2d. **Sports Section**

Any executive of the HR-will be dealing the sports section. The regular activities are, conducting cricket match, volleyball tournament and other athletic games. The employees who are interested to participate in any sports, have to forward their applications to the sports section. The details of sports and application formalities will be intimated to all employees in the form of circular / radio message.
2e. **Estate Section**

The Head of section is Chief Manager (HR). This section deals with allotments of colony accommodation, bachelor accommodation etc.

2f. **Hospitality Section**

Chief Manager (HR) is the sectional head and dealing all the arrangements related to official function, booking of rooms/tickets and transport facilities.

2g. **Legal Section**

Deputy Chief Legal Adviser is the head of the section. This section deals the issues regarding labour court case and other legal disputes of the assets. All the loans, advances and promotions, etc are required to be given clearance by legal section.

2h. **HRD – (Human Resource Development) section**

Chief Manager is the head of the section. All the PAR (Performance Appraisal Report) will be updated and further forwarded to the headquarter for necessary perusal. The seniority of the employees and promotion status are maintained and updated by their section.

2i. **LAQ -Land Acquisition Section**

ONGC acquires lands for various operational purposes. This section is mainly dealing the matters related to land acquisition, compensation to land and other issues related to land acquisition. Manager (HR) is the hand of the section.
2j. **Civil Maintenance**

The in-charge of this section is Chief Engineer (Civil). All the civil maintenances are being carried out by this section as and when required.

2k. **Electrical Maintenance**

Superintending Engineer (Electrical) is the in-charge of this section. All the electrical maintenance jobs are being carried out by this section as and when required.

2l. **Medical Section**

Assistant Chief Medical Officer is the in-charge of this section. The section deals with inpatient treatment / outpatient claims, issue of credit letters to the empanelled hospitals for employees / their dependants treatment and also re-fixing the employees to various hospital for periodic medical examination. This section is looking after deployment of medical officers in various work centres of the asset. The medical section uses to organise medical camps as and when required.

2m. **Finance Section**

Deputy General Manager (F & A) is the incharge of the section. All the claims of employees including TA bills, salary matters, finance sanctioning related to loans and other operational matters are being taken care of this section. This section also deals with the payment release to various contractual works related to operational purposes of the asset.
2n. **Internal Audit Section**

Chief Manager (Finance & Accounts) is the in-charge of this section. This section uses to carry out internal audit among the assets related to all types of claims and expenditure.

2o. **Material Management Section**

Deputy General Manager (Material Management) is the in-charge of the section. This section deals with procurement of materials required for operational purposes, tender matless and employees kits and liveries.

2p. **Infocom Services**

Deputy General Manager (Electronic and Telecommunications) is the in-charge of this section. All the communication systems of the asset are being taken care of this section, Apart from this, usual of SIM card to employees, EPABX interphone connection, providing telephone facilities to all sections, residence telephone connection to the sectional in-charge of the asset are dealt with. In addition to the above, SCADA (Supervisory Control and Data Acquisition), project, providing VHF/HF /Walkie Talkie communication to various work centres of the asset computer maintenance are being taken care by the infocom services.

2q. **Logistics Section**

Deputy General Manager (Logistics) is the in-charge of this section. Deployment of transport vehicles for shift duties of various work centres, sections, deployment of heavy vehicles like tractor, dozer, trucks, mini trucks, trailers and deployment of cranes are being taken care by this section.
2r. **Fire Section**

Manager (fire) is the in-charge of this section. As ONGC is involving in open cast mining operation which requires lot of safety, hence fire section is playing vital role. The section uses to carry out periodical maintenance of fire equipments and deployment of fire tenders as and when required. Now a days, fire tenders are being kept as standby considering the safety in case of various emergency operations.

2s. **Security Section**

Manager (security) is the in-charge of this section. Security deployments of various work canters, patrolling and other liaison activities with state government, police activities are being taken care by this section. Issue of ID cards, entry pass to the contractual workers, temporary pass for students doing project and entry pass for visitors are also being done by the security section.

2t. **Vigilance Section**

Chief Manager is the in-charge of this section. As per the relevant rules of the corporation, any employee who is newly appointed should obtain necessary clearance from vigilance section. Apart from this, the section is involving in vigilance awareness activities. And it uses to conduct vigilance enquires depending on the operational requirement. The employees posted in this section are regularly visiting various work centres in order to maintain the smooth function.
2u. **QHSE Section- (Quality, Health, Safety and Environment)**

Safety is very important considering the oil field operations. Chief Engineer is the in-charge of this section. The section regularly conducts mock drills, safety training, environment training, for the employees. A Safety Officer is posted in all major production installation. Generally, QHSE section is meant for both drilling and production operations. It is also appointing Safety Committee Members and Workman Inspectors for all the work centres. Regular safety meetings are conducted by this section.

2v. **Training Section**

Deputy General Manager is the head of the training cell. ONGC has many training centres and various training programmes that are being conducted. The circulars are being sent to all work centres, uploaded in the intranet site and also through radio messages. The nominations are to be sent by the employees through their in-charge of their respective places of posting. Depending on the seats availability, the nomination will be confirmed and confirmation will be sent to the employees by training cell. Outside faculties are arranged depending on the title of the programme.

3. **Drilling Services**

General Manager (Drilling) is the head of drilling services. Drilling rigs deployment, target meter age fixation and materials mobilization are being taken care. Drilling is the main operation in ONGC. It involves a lot of safety and various high standards are to be maintained. Based on the drilling output/results, production installations will be commissioned. Drilling
section is also carrying a lot of technical modification in the Rigs. There is drilling tools yard stores under this section which uses to arrange all the required materials related to drilling operations. A Safety Officer (Drilling) is also working under drilling services who will take care of all safety aspects pertaining to drilling.

4. **Electrical Drilling Services**

   Deputy General Manager (Electrical) is the in-charge of this section. All the electrical requirements, maintenance and servicing of major electrical equipments are being taken care of this section. As there are major power control rooms, it requires regular maintenance. The personnel working under this section are being appraised with latest technological training, so as to maintain the quality of services.

5. **Mechanical Drilling Services**

   Deputy General Manager (Mechanical) is the head of the services. Many mechanical instruments like mud pumps, compressors are placed in drilling rigs. The periodical maintenance and other services are being carried out regularly by this section. Materials requirements and spares are being arranged as and when required.

6. **Mud (Chemistry) Section**

   Deputy General Manager (Chemistry) is the in-charge of this section. As far as drilling production operations are concerned mud (Chemistry) section role is important. Chemists are being posted in drilling rigs / production installations. They uses to maintain the mud parameters in
drilling operations and other chemical analysis to be carried out in production installations. Various chemicals are required for drilling operations and the same are arranged by the chemistry section.

7. **Cementing Services**

Deputy General Manager (Drilling) is the head of the services. Cementing section is a part of drilling service which is carrying out cementation job in drilling walls at various depths so as to maintain the safety of the wall. It is also conducting various pressure tests in the wells which are ensuring the safety of the wells. The cementing section is working on round the clock basis, as because the operational requirement may come at anytime. Deployment of cementing units along with crew and placement of bunkers in drill site are being taken care of cementing section.

8. **C & M Section (Construction & Maintenance)**

Chief Engineer (C&M) is the in-charge of the section. This section involves in pipeline laying from various installations to groups gathering stations, refineries and wells to wells. Erection/ installation of various instruments which are mainly concerned in production operation are being undertaken by the C & M section. Pipe line monitoring, line leak rectification by putting clamps and other erection works are being undertaken by the C & M section.

9. **Well Services**

General Manager (Production) is the head of well services. Generally, wells are drilled for exploration of oil & gas. Once the wells are drilled, the
rigs are deployed into other locations. In case there is a production loss in the drilled wells, any other operational jobs required to be carried, work over rigs are to be deployed for carrying out operations to rectify the problems related to loss in production/repair jobs. These work over rigs are under the control of well services. Likewise, well services are doing many production operations related to well activation and well stimulation by using bumpers, coil tubing unit and compressors.

10. **Logging Services**

    General Manager (wells) is the head of logging services. During drilling operations, the logging is to be carried out by the geophysicist by conducting geophysical studies in various depth intervals in order to find out the characteristics of formation. Based on the logging study, further programme of the wells are decided. For the above purpose, geophysicists are deployed and they are working in round the clock pattern, but due to safety aspect the logging will be done during day light as because radiation tools are used for this purpose. Hence, the logging will be done in day time. Thus, logging services are playing vital role.

11. **Surface Team**

    General Manager (Production) is the in-charge of the surface team. Various production installations, gas collecting stations, group gathering station, (EPS) Earliest Production System and ETP- Effluent Treatment Plants are coming under this surface service. Installations are categorized as areas and area managers are posted to look after the production installations. The revenue of the asset is from the surface services as the crude oil and gas are being sold by this section.
12. **Sub-surface Team**

   General Manager (Reservoir) is the head of the sub-surface. Reservoir engineers are posted in this section and studies related to oil and gas are being conducted in the drilled wells. Reservoir section, i.e., sub-surface team is regularly carrying out glow gradient survey and manometer study. The results of the study will be sent to the Institute of Reservoir Studies (IRS) for further interpretation. Then, the final programme of the wells are decided.

13. **Forward Base – Geology**

   Deputy General Manager (Geology) is the head of forward base. The geologists working under this section are being deployed in various drilling rigs. Generally, the wells are being drilled for geological study. The geologists are analysing the porosity, type of rock, type of sand and other relevant characteristics of the rocks. Based on the analysis, the further programmes of the wells are decided. Geologist uses to collect core from the well for final interpretation. The role of forward base is very vital in oil fields.

IV. **Welfare Measures**

1. **Colony Accommodation**

   Cauvery Asset has colony facility and it is located near Thirunallar which is 4 Kms from the office. Family accommodation and bachelor
accommodation are available in the colony. The colony has the following facilities.

1. Indoor stadium
2. Security facilities
3. Genset power backup
4. Transport
5. Telephone
6. Intercom
7. Auditorium
8. Temple
9. Free gas supply
10. Dispensary

2. Medical Facilities

For the welfare measure, ONGC – Cauvery Asset has a dispensary which is headed by Deputy Chief Medical Officer. Senior Medical Officer, Nurses and Pharmacist are also working in the dispensary. The dispensary is provided with one ambulance for emergency purposes. The main function of the medical section is to take care of employees health and further reference to empanelled hospitals for the required treatment. Apart from the dispensary, there are panel hospitals available in Cauvery Asset. The panel hospitals are in different cities/towns and other areas which are as follows:
In addition to the above places, ONGC has fixed the panel hospitals in Chennai and other states like Kerala, Karnataka, Andhra etc. This is very much helpful to the employees those who are operating from various places and employees posted on 14 days on / off pattern. Credit facility is available in empanelled hospitals for impatient treatment of employees and dependants. The medical section of Cauvery Asset issues the credit letter to the respective hospital. In case of an employee or dependants are required to undergo treatment as inpatient on emergency basis, they can very well get admitted and the hospital will send the fare to medical section, in form credit letter will be sent to the hospital. So, no prior permission / approval is required. The medical section of the asset uses to conduct / organise blood donation camp in different places of the Asset.
3. **Sports Committee**

The Sports Committee of the Asset uses to organise various sports meet like Athletic, Tennis, Foot ball, Cricket, Hockey, Badminton etc. Employees those who are interested, they can send their nominations and participate in the games.

4. **Ladies Club**

The club is functioning since inception of the asset and uses to organise function, cultural programmes, rural development programmes, etc.

5. **Officer’s Club**

The executives club uses to organise functions and camps at various work centres or in the colony time by time.

6. **School**

ONGC – Cauvery has its CBSE public school. The school has own building and wards of employees are studying in the school with fee concession. Transport facilities are provided to the school children. The school has well required laboratories, class rooms and auditorium, play grounds, etc.

7. **Employees Welfare Committee**

The committee uses to organise various tour programs and other cultural programmes etc. time by time.
8. **Canteen**

Canteen facilities are provided to the employees working in office as well as fields. Where there is no canteen facilities available, the employees are being paid food compensatory allowance.

9. **Transport**

Transport facilities are provided to the employees working on shift duties.

10. **Scholarships**

ONGC – Cauvery Asset extends scholarship to SC/ST students and the merit scholarships are being paid to students. Apart from this, ONGC Cauvery Asset is arranging medical aids to the public under component plan, various helps are being extended to the Villages, Schools etc.

11. **Women Development Forum**

Women development forum functions in Cauvery Asset and deals with the matters relating to sexual harassment and to guide women employees to take up all the cases pertaining women employees. This forum is directly reporting to the executive director / Asset manager.

12. **Karaikal Special Compensatory Allowance**

This allowance is payable to the employees at the rate of 7% of basic pay. Employees who are allotted ONGC colony accommodation will not be entitled to housing component of KSCA (Karaikal Special Compensatory
Allowance) and in such cases it is 4.5% from the date of colony accommodation allotment. The payment of KSCA is subject to the following terms and conditions.

i. The employees actually staying with their families at Karaikal will only be eligible for this allowance,

ii. The allowance will not be payable to the employees who are on 14 days on/off shift pattern or staying in bachelor accommodation. (OR) Those whose families are staying other places for which house rent allowance (HRA) is being claimed.

iii. The KSCA shall cease to exist once ONGC colony comes up.

13. VIP Guest House

This is in the ONGC – Cauvery Asset Colony and it is used for stay of the VIPs of the organisation undertaking tour from different centres or Assets or institutes.

14. Special Training Centre

This has been functioning since 2011 for providing special training to the employees of ONGC from all concerns. It mainly focuses on the intensive delivery of training to the employees.

V. Trade Unions in ONGC\textsuperscript{12}

In ONGC there are four trader unions functioning all over India in different assets. The details are as follows:
1. All India Trade Union Congress
2. CITU
3. Petroleum Employee’s union
4. Karam Sari Sankarthana

As for as Cauvery Asset is concerned Petroleum Employees Union, which is affiliated to Indian National Trade Union Congress has been functioning since 1984. All the unionised category employees are being taken up with the management. The body of the Petroleum Employees Union is as follows:

1. Secretary
2. Organising Secretary
3. Joint Secretary (Office)
4. Joint Secretary (Field Areas)
5. Treasurer

Name of the office bearers

1. Sri.D.Mahesan – Secretary
2. Sri. Stanley Thomas Richard – Organising Secretary
3. Sri. Kamalakannan –Joint Secretary (Office)
4. Sri. Ramesh – Joint Secretary (Filed)
5. Sri. Sridharan – Treasurer

Apart from Petroleum Employees Union (PEU), Association for Technical Officer (ASTO) is also functioning and representing for the employees of officer category. ASTO deals with the management issues relating to transfer, promotion and other grievances. ASTO has the Central Working Committee (CWC) and Central Executive Committee (CEC)
having five office bearers each of these two committees. These two committees deal the issues with a top level management relating to welfare issues of officers, training and development and policy formulation.

**Functions of Petroleum Employees Union in Cauvery Asset**

Since 1984, the Cauvery Asset Employees of unionised category has come across with lot of different issues pertaining to transfer, promotion, medical facilities, colony facilities, school facilities, transport facilities, safety and occupational health problems, environment problems and canteen problems, etc. The PEU is frequently apprising all types of problems / issues to the management through the industrial relations of the ONGC. The agenda points of various issues will be decided in general body of the meeting and the same will be forwarded to the management for further course of action. In turn the management will call for a JCM (Joint Council Management) in which all the sectional heads and union office bearers will be discussing the various issues as per the agenda points. Finally, the approved agenda points are short listed and will be implement in stipulated period of time. The management is also conducting various training programme for union office bearers. Apart from JCM, bipartite and tripartite meeting will also be conducted to settle all the disputes / issues related to the employees of unionised category. The delicakes and the office bearers of the union will be elected once in three years by conducting an open election under the supervision of management.

**Welfare Associations of ONGC in Cauvery Asset**

In Cauvery Asset All India Most Backward Class / Backward Class Employees Welfare Association (AIMOBC/BCEWA) has been functioning
since 2008. The association is taking care of welfare issues of the association members in all category of employees, that is, both staff and officers. The body of the association is as follows:

1. Chairman
2. Secretary
3. Joint Secretary
4. Treasurer
5. Auditor

All the office bearers are elected once in three years by conducting open election under the supervision of management.

All India SC/ST Employees Welfare Association (AI SC/ST EWA) of Cauvery Asset

The Association has been functioning since 1988 in Cauvery Asset and taking care of welfare issues of the association members in all category of employees, i.e., both staff and officers. The body of the association is as follows:

1. Chairman
2. Secretary
3. Joint Secretary
4. Treasurer
5. Auditor

All the office bearers are elected once in three years by conducting open election under the supervision of management.