

F.No.J-14011/1/2016-e-Gov.
Government of India
Ministry of Water Resources,
River Development & Ganga Rejuvenation,
(e-Governance Cell)

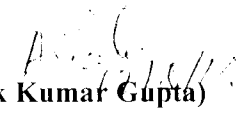
Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated the 17th May, 2016.

Subject: - Minutes of the 36th Review Meeting taken by JS (Admin & GW) on 13.05.2016 on issues of e-Governance and Action proposed.

The undersigned is directed to enclose herewith the Minutes of the 36th Review Meeting taken by Joint Secretary (Admin) on 13.05.2016 on the above subject for information and immediate follow up action in the matter.

2. This issues with the approval of JS (A).

Encl:- As above.


(Ashok Kumar Gupta)
Under Secretary to the Govt. of India,
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To,

- | | |
|---|--|
| 1. Commissioner (SP) | {i.r.o. point no. 2(f)} |
| 2. All Heads of Organizations | {i.r.o. point no. 1, 2(a), 2(c), 9} |
| 3. Director (Admin./GA) | {i.r.o point no.2(b), 2(h) 3, 5,6,7, 8}, |
| 4. Director (Finance), NMCG | {i.r.o. point no. 2(d)} |
| 5. Director (E-III)/ DS (PSU)/DS (E-II/ GWE)/US (E-IV) | {i.r.o. point no. 2(a)} |
| 6. DS (E-I/ Vigilance) | { i.r.o. point no. 2(a),2(b), 2(e), 2(g)} |
| 7. All US and equivalent Officers | |
| 8. US (GA) | {i.r.o Point no. 2(h),7 & 8}. |
| 9. All Website/ e-Governance Nodal Officers of the Ministry. | |
| 10. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry | { i.r.o. point no. 1, 2(a), 2(c), 9} |
| 11. Technical Director, NIC | {i.r.o. point no. 1, 2(b), 2(c), 2(e), 2(h) 5,6,8} |

Copy for information to:-

1. PS to Hon`ble Minister (WR, RD & GR).
2. PPS to Secretary (WR, RD & GR), PS to SS (WR, RD & GR), PS to JS (A), PS to JS (PP)
3. All Wing Heads of the Ministry.
4. Controller of Accounts, MoWR

Subject: - Minutes of the 36th Review Meeting taken by JS (Admin & GW) on 13.05.2016 on issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development of Website/ webpages and Gov.in Domain registration.	<ul style="list-style-type: none"> For redesigning the Websites of the Regional Offices, the templates have been finalized by NIC. Templates to be emailed to CWC, CGWB and their Regional Offices seeking their comments and suggestions by Technical Director, NIC. This process to be completed by 31.05.2016 The matter of Gov.in domain registration of the Regional Offices' Website to be followed up by the Director (Tech), NIC. 	{Action:- Technical Director, NIC/ e-Governance Cell/Nodal Officer of CWC & CGWB/ All Head of Regional Offices under CWC and CGWB}
2.	e-initiatives of the Ministry	<p>a. Executive Records (ER) Sheets/ PIS:-</p> <ul style="list-style-type: none"> Few discrepancies have been observed in some of the ER Sheets uploaded by CWC & Brahmaputra Board. The quality of the ER Sheets uploaded by the Organization shall be assessed by the concerned SMDs of the Ministry. DS (E-I) to write a letter to CWC for removing the discrepancies found in their ER Sheets. An email will be sent to the Nodal Officer of Brahmaputra Board by e-Governance Cell for removing the errors and followed up by E-III. <p>b. Implementation of HRMS:</p> <ul style="list-style-type: none"> A presentation on eHRMS-Manav Sampada software (implemented in Govt. of HP) was given in the Ministry by NIC Shimla team on 10.05.2016 The system was highly appreciated by all the Officers present in the demo. NIC Shimla team has agreed to take up the development of HRMS for the Ministry. File is being submitted. <p>c. Implementation of e-Office:-</p> <ul style="list-style-type: none"> The information for implementing e-Leave Management System for all Heads of Attached Offices/ Subordinate Offices, whose Reporting Officer is Secretary (WR)/ SS (WR) has been 	<p>{Action:- DS (E-I)/US (E-III)/ US (E-IV)/ US (GWE)/ US (E-II)/e-Governance Cell}</p> <p>{Action: Technical Director, NIC /) Director (Admin.)/DS (E-I/ Vigilance)/ e-Governance Cell}</p> <p>{Action: Technical Director, NIC / e-Gov. Cell}/ Director (Admn.)/ All Nodal</p>

		<p>received from CWC, NIH, CSMRS, SSCAC and FBP.</p> <ul style="list-style-type: none"> Nodal Officers for rest of the Organizations to furnish the information by 19.05.2016. Process of entering the Work flow in the e-Tour system has been initiated. Timeline has been fixed as 01.06.2015. Detailed Steps for implementing e-Leave system in all the Attached / Subordinate Organizations to be emailed to the Nodal Officers by e-Governance Cell/ NIC. <p>d. Implementation of e-Procurement:</p> <ul style="list-style-type: none"> Director (Fin.), NMCG to submit ATR for resolving issues faced in implementing e-Procurement. <p>e. Online Vigilance Clearance System</p> <ul style="list-style-type: none"> Development of Vigilance clearance form submission module is under process. <p>f. MIS system for PMSKY</p> <ul style="list-style-type: none"> Commissioner (SP) to ensure that the data entry has been initiated by States. <p>g. Updating of LIMBS:-</p> <ul style="list-style-type: none"> DS (E-I) to ensure the regular updating of the LIMBS portal. <p>h. MIS for Swaccha Bharat:-</p> <ul style="list-style-type: none"> It was directed to develop an MIS for Swaccha Bharat System. A Dashboard to be developed by NIC Cell which would give the information on Swaccha Bharat activities conducted by various Sections e.g. Weeding of files etc. w.e.f. 01.07.2015 	<p>Officers of the Organizations}</p> <p>{Action: Director (Finance)/NMCG/ e-Governance Cell}.</p> <p>{Action: Technical Director, NIC, DS(E-I/Vigilance)}</p> <p>{Action: Comm (SP)}</p> <p>{Action: DS(E-I/Vigilance)}</p> <p>{Action: Technical Director, NIC, US (GA)}</p>
3.	Capacity Building in e-Governance for the Ministry.	<ul style="list-style-type: none"> It was directed to provide e-Governance / IT training for SO/ US level Officers from Datapro Ltd. in different batches comprising 15 Officers each. 	<p>{Action: Director (Admn.)}</p>

4.	Social Media Platform/ Blogs for the Hon'ble Minister	<ul style="list-style-type: none"> The information on following issues will be uploaded on Social Media for this week: <p>I. eHRMS presentation given by NIC Shimla team.</p>	{Action:- e-Governance Cell}
5.	Central Registry monitoring system	<ul style="list-style-type: none"> NIC Cell has prepared the work flow for the system. It was informed that atleast 2-3 weeks' time may be required. 	{Action:- Director (Admn.)/ Tech. Director, NIC}
6.	Online Web Project Monitoring / Dashboard system.	<ul style="list-style-type: none"> Technical Director, NIC to circulate the ToRs amongst the Vendors. Director (A) and Technical Director, NIC to have a meeting with the Vendors of NICSI. 	{Action:- Tech Dir(NIC)/ Director (A)}
7.	e-Granthalaya	<ul style="list-style-type: none"> It was suggested to entrust 2 DEOs for preparing list of available books/ reports. 	{Action:- / Director (GA)/ US (GA)}
8.	Complaint Management System	<ul style="list-style-type: none"> Director (GA) to have a meeting with concerned Vendors. General Administration to issue the Circular in the Ministry and provide requisite training once it is finally completed. 	{Action:- NIC Cell/ Director (A/GA)/ US (GA)}
9.	Other e-Governance initiatives of CWC & CGWB	<p>Central Water Commission:- has informed to take up the following initiatives: in 2016-17:-</p> <p>i. Implementation of e-office with the following modules-</p> <ul style="list-style-type: none"> Leave Management System (e Leave) Tour Management System (e Tour) Knowledge Management System (KMS) File Management System (e File) Personnel Information System (PIS) Collaboration and Messaging Services (CAMS) <p>Central Ground Water Board:- has informed to take up following initiatives for 2016-17:-</p> <p>i. Implementation of e-office</p> <p>ii. Implementation of e-Leave Management System.</p> <p>iii. Implementation of Bhavishya Software.</p> <p>iv. Public Financial Management System.</p>	{Action:- Nodal Officers of CWC & CGWB }

*****End of Minutes*****