

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

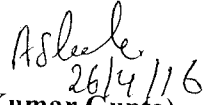
Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated the 26 April, 2016.

Subject: - Minutes of the 33rd Review Meeting taken by JS (Admin & GW) on 22.04.2016 on issues of e-Governance and Action proposed.

The undersigned is directed to enclose herewith the Minutes of the 33rd Review Meeting taken by Joint Secretary (Admin) on 22.04.2016 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. All Wing Heads of the Ministry/ Controller of Accounts, MoWR,
2. All Heads of Organizations,
3. Director (Admin./GA) {i.r.o point no.3(b), 3(c) 4, 6,7, 8,9},
4. Director (E-III)/ DS (PSU)/DS (E-II/ GWE) { i.r.o point no. 3(a)}
5. DS (E-I/ Vigilance) { i.r.o point no. 3(a), 3(e), 7}
6. SJC (SPR)/ SJC (CAD) (i.r.o. point no. 9)
7. All US and equivalent Officers
8. US (GA) i.r.o Point no. 9 & 10}.
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, 3(a), 3(c), 11}
11. Technical Director, NIC {i.r.o. point no. 1, 2, 3(b), 3(c), 3(e), 6,7, 9, 10}

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)

Subject: - Minutes of the 33rd Review Meeting taken by JS (Admin & GW) on 22.04.2016 on issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development of webpages for the regional offices.	<ul style="list-style-type: none"> It was directed to pursue the matter with NIC/ Gov.in domain Registrar urgently for seeking their response on the DO letter sent to DG, NIC. Nodal Officer of CWC & CGWB to ensure completion of matter on or before 29.04.2016. 	{Action:- Technical director, NIC/ e-Governance Cell/Nodal Officer of CWC & CGWB}
2.	Regrouping of the Ministry's Website.	<ul style="list-style-type: none"> Technical Director shall consult JS (PP) in designing the final template for the Regional Offices' Website and email the template to CWC and CGWB and all Regional Offices for seeking their views/ comments by 29.04.2016. 	{Action:- Technical Director, NIC-MoWR/ Concerned Nodal Officers of CWC & CGWB}
3.	e-initiatives of the Ministry	<p>a. Executive Records (ER) Sheets/ PIS: -</p> <ul style="list-style-type: none"> The progress made by CGWB in the uploading of CGWB was appreciated. The Nodal Officers of CWC & NPCC Ltd. to take immediate action for completion of ER Sheets and furnish the current status by 28.04.2016. <p>b. Implementation of HRMS:</p> <ul style="list-style-type: none"> Terms of Reference have been submitted. The approval of ToRs to be obtained by 30.04.2016. Thereafter, a letter shall be written to NICS requesting to get a DPR prepared by their Vendors and furnish a Proforma Invoice for taking up the project. Director (A) and Director (Tech), NIC to discuss the matter with MD, NICS on 25.04.2016. It was decided to send two teams comprising 3-4 Officers (concerned Officers from CWC and CGWB as well) to Shimla for assessing the HRMS implemented by Govt. of Himachal Pradesh. Director (A) to pursue the matter. 	<p>{Action:- All concerned Nodal Officers of the Organization/ DS(E-I)/DS(PSU)/ }</p> <p>{Action: Technical Director, NIC /) Director (Admin.)/ e-Governance Cell}</p>

		<p>c. Implementation of e-Office:-</p> <ul style="list-style-type: none"> It was decided to bring all Heads of Attached Offices/ Subordinate Offices, whose Reporting Officer is Secretary (WR), under e-Leave Management System. Technical Director to take up immediate action for getting few bugs resolved in e-Tour application. All Nodal Officers of the Organizations to furnish the latest ATR regarding implementation of e-Leave System in their respective Organization by 28.04.2016. <p>d. Implementation of e-Procurement:</p> <ul style="list-style-type: none"> By analyzing the assessment report submitted by General Administration, It has been observed that no tender has been floated online by NMCG due to manpower issues. It was directed to NMCG to address the problem and furnish the ATR by 27.04.2016, positively. <p>e. Online Vigilance Clearance System</p> <ul style="list-style-type: none"> Desired templates have been prepared. Beta version, comprising online submission of vigilance clearance form, to be prepared by NIC Cell by 01.05.2016. 	<p>{Action: Technical Director, NIC / e-Gov. Cell}/ Director (Admn.)/ All Nodal Officers of the Organizations}</p> <p>{Action: Director (Finance)/NMCG}.</p> <p>{Action: Technical Director, NIC, DS(E-I/Vigilance)}</p>
4.	Capacity Building in e-Governance for the Ministry.	<ul style="list-style-type: none"> Organizations have been asked to furnish their nomination for the Capacity Building training. Director (A) informed that Training Action Plan for 2016-17 is being prepared and will be submitted shortly. 	{Action: Director (Admn.)}
5.	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: <ul style="list-style-type: none"> I. Dr. Ambedkar Jayanti function held on 19.04.2016. CE (HRM), CWC to furnish the content. II. Action Plan for the Ministry on various 	{Action:- e-Governance Cell/ CE(HRM), CWC}

		recommendations of Group of Secretaries on 8 thematic topics.											
6.	Central Registry monitoring system	<ul style="list-style-type: none">NIC Cell to submit an action plan/ work flow by 29.04.2016.	{Action:- Director (Admn.)/ Tech. Director, NIC}										
7.	Online Web Project Monitoring / Dashboard system.	<ul style="list-style-type: none">This matter will also be discussed by Director (A) and Director (Tech), NIC with Managing Director, NICSI on 25.04.2016.It was directed to send complete report submitted by MIS/ Dashboard Committee to MD, NICSI.A D.O. letter to DG, NIC will be sent requesting him to address delays happening at NIC/ NICSI end.	{Action:- Tech Dir(NIC)/Director (Admn.)/ DS (E-I & Vigilance/ e-Governance Cell }										
8.	e-Granthalaya	<ul style="list-style-type: none">JS (A) had a telephonic discussion with MD, NICSI in this regard.It was directed to write a D.O. letter to MD, NICSI for providing intern/ manpower to the Ministry for 3 months for implementation of e-Granthalaya.Timeline for its implementation is fixed as 15.05.2016.	{Action:- / Director (GA)/ US (GA)}										
9.	Complaint Management System	<ul style="list-style-type: none">This system is on the verge of completion as informed by NIC.The user manual has also been prepared.Timeline fixed as 29.04.2016.	{Action:- NIC Cell/ Director (A)/ US (GA)}										
10.	Review of e-Governance progress in other Ministries.	<ul style="list-style-type: none">5 Ministries have been audited. Audit of Ministry of Panchayati Raj is pending due to ongoing Gramoudyog Programme in the Ministry of Panchayati Raj.It was directed to compile the final report by next week, positively.	{Action:- Technical Director, NIC/ e-Governance Cell}										
11.	Other e-Governance initiatives of CWC & CGWB	<ul style="list-style-type: none">Information has been received from CWCCGWB to furnish the following information urgently: <table><tr><td>S.No</td><td>Name of initiative</td><td>Budget provision</td><td>Action plan</td><td>Support mechanism</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> <ul style="list-style-type: none">It was decided to write a letter to Chairman, CWC	S.No	Name of initiative	Budget provision	Action plan	Support mechanism						{Action:- Nodal Officers of CWC & CGWB/ e-Governance Cell}
S.No	Name of initiative	Budget provision	Action plan	Support mechanism									

		and Chairman, CGWB to expedite implementation of e-Governance activities (Administration, Project & Information based).	
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*****End of Minutes*****

Status of ER Sheets as on 22.04.2016

S.No.	Name of the Organization	Employee Strength (Group-wise)		In Position (Group-wise)	Number of ER Sheets uploaded (Group-wise)
1.	<u>SSCAC</u>	Group 'A'	5	3	3
		Group 'B'	Nil	Nil	Nil
		Group-'C'	9	4	4
		Total	14	7	7
2.	<u>FBP</u>	Group 'A'	30	19	19
		Group 'B'	187	92	92
		Group-'C'	595	176	176
		Total	812	289	289
3.	<u>NCA</u>	Group 'A'	34	23	23
		Group 'B'	46	25	25
		Group-'C'	85	73	73
		Total	165	121	121
4.	<u>NWDA</u>	Group 'A'	59	56	53
		Group 'B'	142	143	141
		Group-'C'	292	312	312
		Total	493	511	506
5.	<u>WAPCOS</u>	Group 'A'	554	554	554
		Group 'B'	56	56	56
		Group-'C'	85	85	85
		Group- 'D'	60	60	60
		Total	755	755	755
6.	<u>CGWB</u>	Group 'A'	467	368	368
		Group 'B'	1012	659	659
		Group-'C'	2681	1950	1950
		Total	4160	2977	2977
7.	<u>CSMRS</u>	Group 'A'	83	64	57
		Group 'B'	46	29	29

		Group- 'C'	139	125	124
		Ministerial Staff	45	27	Nil
		Total	268	218	210
<u>8.</u>	<u>CWC</u>	Group 'A'	797	600	596
		Group 'B'	2028	1196	1108
		Group 'C'	1515	809	353
		Total	4340	2605	2057
<u>9</u>	<u>NIH</u>	Group 'A'	85	75	72
		Group 'B'	76	68	67
		Group- 'C'	86	69	68
		Total	247	212	207
<u>10</u>	<u>BB</u>	Group-A	81	58	58
		Group 'B'	188	161	160
		Group- 'C'	359	248	247
		Total	628	467	465
<u>11</u>	<u>CWPRS</u>	Group 'A'	203	173	170
		Group 'B'	300	214	213
		Group- 'C'	628	460	460
		Total	1131	847	843
<u>12</u>	<u>NPCC Ltd.</u>	Group 'A'	574	179	34
		Group 'B'	651	202	Under preparation
		Group- 'C'	276	40	-do-
		Group- 'D'	143	44	-do-
		Total	1644	465	34
<u>13</u>	<u>UYRB</u>	Group 'B'	13	2	2
		Group- 'C'	6	Vacant	-
		Total	23	Vacant	-
		Group- 'D'	16	7 (outsourced)	-
		Total	58	2	2
<u>14</u>	<u>GFCC</u>	Group 'A'	23	15	15
		Group 'B'	20	11	11

		Group-‘C’	54	24	24
		Total	97	50	50
<u>15</u>	<u>NERIWALM</u>	Group ‘A’	17	05	ER sheets under preparation.
		Group ‘B’	12	08	
		Group-‘C’	42	33	
		Total	71	46	