

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 25<sup>th</sup> May, 2016.

**Subject: - Minutes of the 37<sup>th</sup> Review Meeting taken by JS (Admin & GW) on 20.05.2016 on issues of e-Governance and Action proposed.**

The undersigned is directed to enclose herewith the Minutes of the 37<sup>th</sup> Review Meeting taken by Joint Secretary (Admn) on 20.05.2016 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.**

  
(S. K. Kataria)

Under Secretary to the Govt. of India.  
Tele. No.23716928.

To,

- |  |  |
|--|--|
| 1. All Heads of Organizations  | {i.r.o. point no. 1, 2(a), 2(c), 9}                |
| 2. Director (Admn./GA)   | {i.r.o point no.2(b), 2(h) 3, 5,6,7, 8},           |
| 3. Director (Finance), NMCG  | {i.r.o. point no. 2(d)}                            |
| 4. Director (E-III)/ DS (PSU)/DS (E-II/ GWE)/US (E-IV)                                     | {i.r.o. point no. 2(a)}                            |
| 5. DS (E-I/ Vigilance)   | { i.r.o. point no. 2(a),2(b), 2(e), 2(g)}          |
| 6. All US and equivalent Officers  |  |
| 7. <b>US (GA)</b>  | {i.r.o Point no. 2(h), 4, 7 & 8}.                  |
| 8. All Website/ e-Governance Nodal Officers of the Ministry.                               |  |
| 9. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry | { i.r.o. point no. 1, 2(a), 2(c), 9}               |
| 10. 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 37<sup>th</sup> Review Meeting taken by JS (Admin & GW) on 20.05.2016 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"> <li>The matter of the redesigning the Website of the Regional offices as per new template devised by NIC was discussed.</li> <li>JS (A) directed that this matter to be taken up on priority and their Websites to be redesigned as per the new templates urgently.</li> <li>Director (Technical), NIC informed that the templates have been forwarded to CWC and CGWB seeking their comments.</li> <li>It was further directed that by the time the issue of Gov.in domain registration is resolved by NIC, their Website should be ready for hosting. All Regional Offices to take expeditious action.</li> <li>Timeline fixed for this matter is <b>10.06.2016</b>.</li> </ul>	{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><b>a. Executive Records (ER) Sheets/ PIS:-</b></p> <ul style="list-style-type: none"> <li>It was directed by JS (A) that Nodal Officers must take immediate action in removing the discrepancies found in the ER Sheets.</li> <li>This is one of the priority items which would be required in development of HRMS as well.</li> <li>Further, JS (A) directed that ER Sheets should be updated on 1<sup>st</sup> July every year.</li> </ul> <p><b>b. Implementation of HRMS:</b></p> <ul style="list-style-type: none"> <li>The progress made in HRMS project was appreciated by JS (A).</li> <li>NIC Shimla team has agreed to take up the development of HRMS for the Ministry.</li> <li>File has been submitted for administrative approval.</li> </ul> <p><b>c. Implementation of e-Office:-</b></p> <ul style="list-style-type: none"> <li><b>Progress on eTour:-</b> Process of entering the Work flow of Officers of MoWR in the e-Tour system has been completed.</li> <li>NIC informed that the system will now be tested by NIC on trial basis.</li> </ul>	<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 Officers of the</p>

		<ul style="list-style-type: none"> <li>Timeline has been fixed as <b>01.06.2015</b>.</li> <li><b>eLeave Management System:-</b> It was directed by JS (A) that Nodal Officers to take immediate action for its implementation and Action taken report should be submitted to the Ministry by <b>26.05.2016</b>.</li> </ul> <p><b>d. Implementation of e-Procurement:</b></p> <ul style="list-style-type: none"> <li>Director (Fin.), NMCG to submit ATR for resolving issues faced in implementing e-Procurement.</li> </ul> <p><b>e. Online Vigilance Clearance System</b></p> <ul style="list-style-type: none"> <li>JS (A) appreciated the progress made in developing Online Vigilance clearance system and expressed that this would be very good initiative once implemented.</li> <li>It was instructed that DS (Vigilance) will provide all necessary support to NIC for its development.</li> <li>Timeline fixed is <b>01.06.2016</b>.</li> </ul> <p><b>f. MIS system for PMSKY</b></p> <ul style="list-style-type: none"> <li>Commissioner (SP) to ensure that the data entry has been initiated by States.</li> </ul> <p><b>g. Updating of LIMBS:-</b></p> <ul style="list-style-type: none"> <li>DS (E-I) to ensure the regular updating of the LIMBS portal.</li> </ul> <p><b>h. MIS for Swaccha Bharat:-</b></p> <ul style="list-style-type: none"> <li>It was informed by Director (Technical), NIC that a separate page may be designed on Website which would give the information on Action Plan etc.</li> <li>JS (A) directed to upload information on all relevant activities along-with photographs taken up for Swaccha Bharat.</li> </ul>	<p>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"> <li>It was emphasize to fulfill the training requirement of the Officers.</li> <li>The matter of IT skill training from Datapro Ltd. to be prioritized.</li> </ul>	{Action: Director (Admn.)}
4.	Social Media Platform/ Blogs for the	<ul style="list-style-type: none"> <li>The information on following issues will be uploaded on Social Media for this week:</li> </ul> <p>I. Action Plan on Swaccha Bharat Abhiyan. US (GA)</p>	{Action:- e-Governance Cell/ US (GA)/ Nodal

	Hon'ble Minister	<p>to provide requisite content.</p> <p>II. Operationalization of Salma Dam in Afghanistan. Nodal Officer, WAPCOS to furnish the content to e-Governance Cell.</p>	Officer, WAPCOS)
5.	Central Registry monitoring system	<ul style="list-style-type: none"> <li>NIC Cell has initiated the development of the system.</li> <li>It was informed by NIC that atleast 2 weeks' time may be required for its development.</li> </ul>	{Action:- Director (Admn.)/ Tech. Director, NIC}
6.	Online Web Project Monitoring / Dashboard system.	<ul style="list-style-type: none"> <li>Technical Director, NIC to take up the matter with Vendors of NICSI.</li> </ul>	{Action:- Tech Dir(NIC)/ Director (A)}
7.	e-Granthalaya	<ul style="list-style-type: none"> <li>It was suggested to entrust 2 DEOs for preparing list of available books/ reports.</li> </ul>	{Action:- / Director (GA)/ US (GA)}
8.	Complaint Management System	<ul style="list-style-type: none"> <li>Vendors list has been compiled by the GA Section.</li> <li>General Administration to issue the Circular in the Ministry and provide requisite training once it is completed.</li> </ul>	{Action:- NIC Cell/ Director (A/GA)/ US (GA)}
9.	Other e-Governance initiatives of CWC & CGWB	<p><b>Central Water Commission:-</b> has informed to take up the following initiatives in 2016-17:-</p> <ol style="list-style-type: none"> <li>Implementation of e-office with the following modules - <ul style="list-style-type: none"> <li>Leave Management System (e Leave)</li> <li>Tour Management System (e Tour)</li> <li>Knowledge Management System (KMS)</li> <li>File Management System (e File)</li> <li>Personnel Information System (PIS)</li> <li>Collaboration and Messaging Services (CAMS)</li> </ul> </li> </ol> <p><b>Central Ground Water Board:-</b> has informed to take up following initiatives for 2016-17:-</p> <ol style="list-style-type: none"> <li>Implementation of e-office</li> <li>Implementation of e-Leave Management System.</li> <li>Implementation of Bhavishya Software.</li> <li>Public Financial Management System.</li> </ol>	{Action:- Nodal Officers of CWC & CGWB }

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