

F.No.J-14011/1/2014-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 16<sup>th</sup> June, 2015.

**Subject:- Minutes of the Meeting on e-Governance issues held at 11:00 am on 12.06.2015 under the Chairmanship of Secretary (WR, RD & GR).**

The undersigned is directed to enclose, herewith, the minutes of the Meeting held at 11:00 am on 12.06.2015 under the Chairmanship of Secretary (WR, RD & GR) for discussing e-Governance issues and Action proposed for your information and expeditious appropriate action.

2. This has approval of JS (A).

**Encl:- As above.**

*AS*  
16/6/15  
(A. K. Gupta)

Under Secretary to the Government of India,  
Ph. 011-23714350.

To,

1. All Wing Heads of the Ministry,
2. All Head of Organizations of the Ministry.
3. All DS/ Director and equivalent officers of the Ministry.
4. Technical Director, NIC with a request to kindly upload this on Intra-MoWR also.

Copy for information to:-

1. Sr. PPS to Secretary, MoWR, RD & GR

Subject:- Minutes of the Meeting on e-Governance issues held at 11:00 am on 12.06.2015 under the chairmanship of Secretary (WR, RD & GR).

List of the participants is annexed.

2. JS (A) welcomed Secretary (WR, RD & GR) and gave a presentation on recent initiatives/developments and new initiatives of e-Governance being implemented in the Ministry. Activities concerning e-Governance about launch of eBook of the Ministry, obtaining NOC for Ground Water extraction portal, implementation of e-Procurement, Operationalization of Social media platform, VIP references monitoring system, Court Cases monitoring system, online stationary request system etc. undertaken in the Ministry were apprised to Secretary (WR, RD & GR). It was also informed that Inventory management system, eTour system, HRMS, Project Monitoring system, Expenditure monitoring system, Development of ER sheet of the Officers of the Ministry & Organizations etc. are some of the initiatives to be implemented in due course. While appreciating the initiatives, Secretary (WR) emphasized that the following activities / guidelines be followed for smooth implementation of e-Governance in the Ministry in a time bound manner:-

- I. Personnel Information System (PIS) may be created for each and every Official/ Officer of the Ministry and Organizations under its jurisdiction. Timeline for each Organization should be fixed for completion on time.
- II. PMO References should be monitored and timely report should be uploaded.
- III. All applications which have been made online should completely stop offline procedure with effect from 01.07.2015.
- IV. Online "Project/Work Monitoring System" for all projects/works must be developed in a time bound manner.
- V. Adherence to timelines, completion of e-Governance projects and thereafter implementation of e-Governance applications viz. Vigilance monitoring system, Court Cases monitoring system etc. must be ensured.
- VI. Program Evaluation Review Technique (PERT) chart must be included in all Projects Monitoring.
- VII. Personnel Management System should be put in place within a time frame. A team of officers can visit Bangalore to ascertain HRMS adopted in State of Karnataka or any other State.

***(Action:- All Wing-Heads, All Head of Organizations, All concerned DS/ Director and equivalent in the Ministry)***

3. The meeting ended with a vote of thanks given to the Chair.

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List of Participants:-

1. Sh. Shashi Shekhar, Secretary (WR, RD & GR) ..... in the Chair
2. Dr. Amita Prasad, JS (A), MoWR, RD & GR
3. Sh. N. K. Mathur, Commissioner (FM), MoWR, RD & GR.
4. Sh. Gulshan Raj, Secretary (SSCAC).
5. Sh. Atul Jain, CE (HRM), CWC
6. Dr. E. Sampath Kumar, Member (CGWB),
7. Sh. K.C.Naik, Member (CGWB),
8. Dr.V.V.Bhosekar, Scientist-F, CWPRS
9. Sh. C.P.Kumar, Scientist-F, NIH
10. Sh. R. K. Gupta, Director (GW/ e-Gov.), MoWR, RD & GR.
11. Sh. Khatchin Iangel, Director (Admn.), MoWR, RD & GR.
12. Dr.S.P.Sharma, Director (MI), MoWR, RD & GR.
13. Sh. Manish Tripathy, Director (Finance), MoWR, RD & GR.
14. Sh. Prabhat Tyagi, Director (E-I/ Vigilance), MoWR, RD & GR.
15. Sh. Arvind Chaudhary, Director (Planning), MoWR, RD & GR
16. Sh. Ramesh Babu Aniyeri, Director (OL), MoWR, RD & GR
17. Sh. Ashok Gupta, Director, MoWR, RD & GR
18. Sh. Ram Swarup, Director (E-III/ Parl.), MoWR, RD & GR.
19. Sh. A.K.Gupta, Technical Director, NIC.
20. Sh. Banarsi Ram, DS (Coordination), MoWR, RD & GR.
21. Sh. S.K.Garg, DS (GWE), MoWR, RD & GR
22. Sh. Arun Arora, Chief (IT), WAPCOS,
23. Sh. R. K. Agrawal, GM (Infra), WAPCOS
24. Sh. Kushagra Sharma, Asstt. Secretary, SSCAC
25. Dr.R.Chitra, Group Head (S&RSD), CSMRS.
26. Dr. B.R.K.Pillai, Project Director, CWC
27. Sh. S. K. Sinha, TS to Chairman (CGWB)
28. Sh. Praveen Kumar, Director (SMD), CWC
29. Ms. Jancy Vijayan, Director (MDU), NWDA
30. Sh. Sharad Chandra, Director, GFCC
31. Sh. Aabi Bimju, Scientist -D, NMCG
32. Sh. S.D.Ranade, Scientist'D', CWPRS
33. Sh. Asit Chaturvedi, SJC (BM), MoWR, RD & GR.
34. Sh. A. K. Gupta, US (e-Governance), MoWR, RD & GR
35. Sh. A.K.Gupta, GGM (NPCCL)
36. Sh. P.R.Gupta, Sr. HG, CGWA
37. Sh. A.K.Mishra, Executive Engineer (UYRB)
38. Sh. Yoki Vijay, Deputy Director, CWC (DSR)
39. Ms. Sushma Khurana, SO (e-Governance), MoWR, RD & GR
40. Sh. P.S.Sharma, Brahmaputra Board.
41. Sh. R. K. Thakur, Brahmaputra Board
42. Sh. Harsh Vardhan, AD (GFCC)
43. Sh. Rajesh Thakkar, Asstt Public Relation Officer, Narmada Control Authority.
44. Sh. Santosh Kr. Singh, Assistant Webmaster, NMCG.