

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 10th August, 2015.

Subject:- Minutes of the 11th review meeting on e-Governance issues held at 10:00 am on 07.08.2015 under the Chairmanship of JS (A), (WR, RD & GR).

The undersigned is directed to enclose, herewith, the minutes of the 11th review meeting held at 10:00 am on 07.08.2015 under the Chairmanship of Joint Secretary (A) (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.


10/8/15
(A. K. Gupta)

Under Secretary to the Government of India,
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To,

1. All Wing Heads of the Ministry,
2. Director (Admn./ GA), Director (Finance)/ Director (PP)/Director (E-I/Vigilance)/ Director (E-III)/ DS (Coordination)/ DS (GWE), SJC (PP), MoWR, RD & GR.
3. All Website/ e-Governance Nodal Officers of the Ministry.
4. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry.
5. Technical Director, NIC with a request to kindly upload this on Intra-MoWR also.
6. Sh. B. Koti Reddy, NIC-MoWR.
7. Sh. Avanish Kant, Sr. Hydrogeologist.
8. All US and equivalent officers in the Ministry.
9. Sh. Jagdish Kumar, Consultant (NWM)

Copy for information to:-

1. PS to Hon'ble Minister (WR, RD & GR),
2. PPS to Secretary (WR, RD & GR), PPS to AS (WR, RD & GR), PS to JS (PP)

Subject:- Minutes of the 11th Meeting taken by JS(A) on 07.08.2015 for issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Updation/ Development of Website.	<p>a. All Regional Offices of the Organizations must have a website. An assessment report be submitted to JS (A) by 13.08.2015.</p> <p>b. Betwa River Board must get their Website developed without further delay. US (E-IV) to furnish the status in the next meeting.</p>	<p>{Action: All Nodal Officers of the Organization, Director (E-I, Director(E-III), DS (GWE)/ US (E-II), US (E-IV)} may pursue.</p> <p>{Action:- US (E-IV)/ SJC (PP)}</p>
2.	e-initiatives of the Ministry	<p>a) Personnel Information System (PIS) may be created for each and every official/Officer of the Ministry and Organizations under its jurisdictions for which bio-data is must. Current status may be submitted to JS (A) by 13.08.2015 positively.</p> <p>b) Executive Records (ER) sheet of all Officers/ Officials of the Ministry (proper) and all Organizations are not complete except for E-II Section. Promotion cases shall not be entertained by the Ministry without ER sheets. Compliance report/ ATR be furnished to US (e-Governance), without any further delay.</p> <p>c) Team of officers who visited Karnataka during 24-26 July, 2015 submitted their visit report on HRMS.</p> <ul style="list-style-type: none"> A proposal enclosing the report may be sent to National e-Governance Division (NeGD), DeitY requesting them to provide assistance in implementing HRMS of 5 Organizations of the Ministry (Ministry (proper), CWC, CSMRS, CGWB, NIH & CWPRS) from Project Development Fund (PDF) of NeGD. A meeting of Nodal Officers of above Organizations may be convened by Director (e-Gov.) 	<p>{Action:- Director (A)/ Dir.(E-I)/US(E-II)/US(E-III)/ US (E-IV)/ DS (GWE), All Nodal Officers from concerned organizations}.</p> <p>{Action:- Director (A)/ Director(E-I), US(E-II), Director (E-III), US (E-IV)/ SJC (PP), DS (GWE), US (e-Gov.)/ All Nodal Officers of the Organizations.}</p> <p>{Action: Technical Director, NIC, Director (E-I/ e-Gov.)/DS (GWE),</p>

		<p>d) Implementation of e-office may be revived with following modules:</p> <ul style="list-style-type: none"> i) e-leave by 31.08.2015 {DS (GWE)} ii) e-tour by 30.09.2015 {Dir. (Fin.)} iii) KMS by 30.09.2015 {Dir. (PP)} <ul style="list-style-type: none"> • DS (GWE), Director (Finance) and Director (PP) would be assisting in preparation of above modules as per names indicated above. <p>e) Development of Project Monitoring System (PMS) for various projects viz. AIBP, DRIP, NAQUIM, FM, RRRs has not been started. NIC Officers may expedite this by distributing the above projects among themselves. It should be completed by 30.09.2015.</p> <p>f) Expeditious action may be taken for implementing e-Procurement in all Organizations by 30.09.2015.</p> <ul style="list-style-type: none"> • GA Section to assess the implementation of e-procurement in other Organizations under the Ministry. • Director (A) to request NIFM for conducting training on e-Procurement for the concerned Officers of the Organizations. Nominations for this training have been invited by Administration. 	<p>{Action: Director (Technical, NIC), Director (A), DS (GWE), Director (Finance), Director (PP)}</p> <p>{Action:- Technical Director, NIC & Nodal Officers of the Organizations concerned.}</p> <p>{Action:- All concerned Nodal Officers of the Organizations/ Director (A/ GA) & Director (Vigilance)}</p>
3.	Search engines for MoWR Circulars/ revival of KMS.	Knowledge Management System (KMS) may be revived by 30.09.2015 in order to enable all Sections to upload their circulars themselves.	Action: Technical Director (NIC)/ All Sections of the Ministry.}
4.	New program for release of funds and monthly reporting of expenditure.	<ul style="list-style-type: none"> • Director (PP) informed that a draft concept has been prepared for this. • Accordingly, a template may be devised to initiate further course of action plan. • It has been decided to develop the software within <u>31.10.2015</u>. 	{Action:- Director(PP)/ Director (Finance) & Director (Technical, NIC)}

5.	e-Governance Capacity Building training for the Ministry.	<ul style="list-style-type: none"> NIC to send a proposal of conducting in - House e-Governance / IT related training to the Officers/ officials of the Ministry. The training may be imparted to the Officers from Section Staff to US level. The training may comprise Microsoft Office module with features like Word, Excel, Powerpoints, Mail merge, printing, scanning etc. Assistants may be given an extensive training on above. Program Schedule for application based training may be prepared by Sh. B. Koti Reddy. This training may be conducted from <u>18.08.2015</u> onwards. Vigilance monitoring system training has been fixed on 21.08.2015. All Sections may furnish the names of Officers for e-Governance / IT or Applications based training to e-Governance Division, accordingly. 	{Action: Director (A)/ Sh. B. Koti Reddy, NIC/ e-Governance Cell/ All Sections of the Ministry.}
6.	Monitoring of Social Media Platform	<ul style="list-style-type: none"> The information on PMKSY may be uploaded on Facebook with a heading "Marching ahead with PMKSY. Commissioner (SPR) to furnish the write-up along-with relevant pictures for posting on facebook. 	{Action: Commissioner (SPR)/ e-Governance Cell}
7.	Development of mobile applications	<ul style="list-style-type: none"> Action plan for developing public oriented Mobile applications viz. Rain water harvesting, water conservation etc. may be initiated by NIC. CGWB may also be get involved in the process. 	{Action: Technical Director, NIC, Nodal Officer, CGWB}
8.	Auditing of e-Governance application	<ul style="list-style-type: none"> Audit report of NOC for ground water extraction portal may be submitted by NIC. Audit of DRIP be conducted by DS (GWE) & Director (PP). Audit of India WRIS be conducted by Sh. B. Koti Reddy & Sh. Avanish Kant, Sr. Hydrogeologist. All reports on Audit be submitted within 31.08.2015. 	{Action:- Technical Director, NIC} {Action:- DS (GWE)/ Director (PP)} {Action:- Sh. B. Koti Reddy, Sh. Avanish Kant}

9.	Gap analysis in terms of integration of various databases developed by CWC, CGWB and other Organization	<ul style="list-style-type: none"> It was informed that a Committee of 3 Officers viz. Sh. Avanish Kant, Sr. Hydrogeologist, Sh. Jagdish Kumar, Consultant (NWM) and Sh. B. Koti Reddy, Principal System Analyst has been constituted for the purpose. Gap analysis report may be furnished by 30.08.2015. This is required for making the Ministry more e-Governance friendly. 	{Action: Sh. Avanish Kant, Sr. Hydrogeologist, Sh. Jagdish Kumar, Consultant (NWM) and Sh. B. Koti Reddy, Principal System Analyst, Advisor (NWM)}
10.	Difficulty faced due to resource crunch in NIC-MoWR, RD & GR.	<ul style="list-style-type: none"> A list of current e-Governance applications undertaken by NIC is appended as Annexure-I. Director (Admn.) along-with NIC may identify some activities like Biometric Attendance system etc. for getting them done through outsourced Data Entry Operators (DEO) & programmers. Problem identified in CompDDO software may be resolved. 	(Action:- Director (A/GA)/Technical Director, NIC)

Ministry of Water Resources, River Development & Ganga Rejuvenation

E-Governance applications for development/ implementation & Activities/ responsibilities undertaken by NIC officers posted in Ministry

1	Ministry Proper	<ol style="list-style-type: none"> 1. 5th Minor Irrigation Census data entry & processing/ MIS software 2. E-office implementation 3. Development of NWM portal 4. Vigilance cases monitoring software 5. On line stationery request software 6. Court cases monitoring system 7. E-visitors systems 8. Officers tour ticketing software 9. Search engine facility on IntraMOWR 10. Online release & expenditure software 11. Updation of MoWR & IntraMOWR website 12. Hydrological Information System for Indus Wing
2	Central Water Commission	<ol style="list-style-type: none"> 1. Aadhaar based biometric implemented, user registration, devices related issues. 2. Website hosting/ updation related issues 3. MI Census data extraction for WRIS portal as per the NRSC format 4. Email creation/ password re-setting other IT related support 5. CWC HQ & Regional offices are integrated into Ministry's Court case monitoring system 6. INOC- Internet network center for Sewa Bhawan including (CWC, CEA, FCCI & CPWD)
3	Central Soil & Materials Research Station	<ol style="list-style-type: none"> 1. Aadhaar based biometric implemented, user registration, devices related issues. 2. Website re-design is under progress. Coordination with CSMRS and NICS & Vendor 3. Network related issues 4. Website hosting/ Updation related issues (including VPN, Security etc.)
4	Central Ground Water Board	<ol style="list-style-type: none"> 1. Aadhaar based biometric implemented, user registration, devices related issues. 2. CGWB home page re-designed and content uploading is being done by CGWB officers 3. Website to be hosted at NIC cloud, updation process settings 4. CGWB HQ & Regional offices are integrated into Ministry's Court case monitoring system 5. Online software developed & implemented for GWM & R schemes. Data being entered by regional offices.

	Sardar Sarovar Construction Advisory Committee	<ol style="list-style-type: none"> 1. Website re-designed and hosted on NIC Cloud, New Delhi. VPN and updated related issues. Website hosted during June, 2014. 2. Other IT related issues i.e. IPV6 compliance etc.
6	Upper Yamuna River Board	<ol style="list-style-type: none"> 1. Aadhaar based biometric implemented, user registration, devices related issues. 2. UYRB website hosted at NIC data center and updated related issues. 3. Other IT related issues
7	Narmada Control Authority	<ol style="list-style-type: none"> 1. Website hosted at NICHQ, hosting and website updation process
8	National Water Development Agency	<ol style="list-style-type: none"> 1. Request for re-design of NWDA website received. Coordination amongst NWDA, NICS1 & Vendor. 2. Hosting & updation related issues. 3. E-procurement (CPPP portal) under progress 4. Other IT related issues
9	National Institute of Hydrology	<ol style="list-style-type: none"> 1. Development of website and e-portal on "Mitigation and Remedy of Arsenic Menace in India" – coordination with NIH, NICS1 & Vendor. 2. Registration of domain, website hosting and website updation process setting
10	National Projects Construction Corporation Limited	<ol style="list-style-type: none"> 1. Website re-design as a professional website, hosting and updation process setting. 2. Current website is also hosted at NIC server.
11	National Mission for Clean Ganga (NMCG)	<ol style="list-style-type: none"> 1. Website of NMCG https://nmcg.nic.in is hosted at NIC cloud 2. Project monitoring software is hosted at NIC cloud http://nmcgpmis.nic.in 3. Request for 1GB Fiber lease line internet connection from NICHQ to NMCG office 4. Other IT related activities i.e. Tender portal, FTS, IPV6
12	Other general applications implemented, maintained and support provided to Ministry.	<ol style="list-style-type: none"> 1. CompDDO 2. File Tracking System 3. Parliament Q/A Retrieval System 4. RTI MIS 5. Aadhaar based Biometric Attendance System 6. e-JeevanParmaan 7. e-bhavishya 8. SPARROW 9. PRAGATI