

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 25 August, 2015.

Subject:- Minutes of the 12th Meeting taken by JS(A) on 20.08.2015 for issues of e-Governance and Action proposed.

The undersigned is directed to enclose, herewith, the minutes of the 12th review meeting held on 20.08.2015 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.


(A. K. Gupta)

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To,

1. All Wing Heads of the Ministry,
2. Sh. Anil Srivastava, Controller of Accounts (WR)
3. Director (Admn./ GA), Director (Finance)/ Director (PP)/Director (E-I/Vigilance)/ Director (E-III)/ DS (Coordination)/ DS (GWE), SJC (PP), MoWR, RD & GR.
4. All Website/ e-Governance Nodal Officers of the Ministry.
5. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry.
6. Technical Director, NIC with a request to kindly upload this on Intra-MoWR also.
7. Sh. B. Koti Reddy, NIC-MoWR.
8. Sh. Avanish Kant, Sr. Hydrogeologist.
9. All US and equivalent officers in the Ministry.
10. 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 12th Meeting taken by JS(A) on 20.08.2015 for issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development of Website and webpages for the regional offices .	<ul style="list-style-type: none"> CWC, CGWB have launched the webpages for their 14 and 18 regional offices resp. All Nodal Officers to submit the compliance report to JS (A), immediately. Sh. B. Koti Reddy to review their webpages and inform them about the discrepancies in their Webpages. 	{Action: All Nodal Officers of the Organization, Sh. B. Koti Reddy, NIC}
2.	e-initiatives of the Ministry	<p>a) No information has been received regarding creation of Personnel Information System (PIS). Current Status may be apprised off to JS (A) without further delay.</p> <p>b) Timeline fixed for completion is 31.08.2015. Status of ER sheets received so far:-</p> <ul style="list-style-type: none"> CWC: ER sheets of about 526 Officers (Grp-A) have been completed. NWDA: completed. SSCAC: completed. UYRB: completed. NIH: completed CSMRS: completed CWPRS: Completed. Brahmputra Board: will be uploaded by 30.08.2015. GFCC: are making sincere efforts to complete the ER sheets within fixed timeline. NCA: timeline fixed for 31.08.2015. Tungabhadra Board: under preparation. BCB: Under preparation. <p>Promotion cases shall not be entertained by the Ministry without ER sheets. Latest compliance report/ ATR be furnished to US (e-Governance), immediately.</p>	<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>c) Implementation of HRMS: It is under consideration to send a proposal for accessing fund assistance from Project Development fund (PDF) established under National e-Governance Division (NeGD), DeitY.</p> <p>d) Implementation of following e-office modules are being revived:</p> <ul style="list-style-type: none"> e-leave by 31.08.2015 {DS (GWE)}: Employee Master Database (EMD) is being updated by NIC. e-tour by 30.09.2015 {Dir. (Fin.)} KMS by 30.09.2015 {Dir. (PP)} 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:</p> <ul style="list-style-type: none"> AIBP and DRIP Project monitoring system developed by CWC have been audited and recommendations have been circulated for compliance. A dashboard of their MIS needs to be created. NAQUIM has been completed. Its dashboard should be operationalized by NIC within 24.08.2015. Monitoring system on Flood Management (FM), RRRs, PMKSY need to be taken up. <p>f) Implementation of e-Procurement in all Organizations to be completed by 30.09.2015.</p> <ul style="list-style-type: none"> e-Procurement has been implemented in the Ministry (proper), CWC, CGWB and FBP. Implementation in CSMRS and NMCG is in progress. GA Section to issue reminder to rest of the Organizations. Action is being taken by Director (A) to request NIFM for conducting training on e-Procurement for rest of the Organizations. Nominations for this training have been 	<p>{Action:- Technical Director, NIC, DS (GWE), Dir. (Fin.), Dir. (PP) }</p> <p>{Action:- All concerned Nodal Officers of the Organizations/ All concerned Wing-Heads, Technical Director, NIC.}</p> <p>{Action:- All concerned Nodal Officers of the Organizations/ Director (A/ GA) }</p>
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		invited by Administration.	
3.	Search engines for MoWR Circulars/ revival of KMS.	Knowledge Management System (KMS) is expected to be revived by 30.09.2015.	<i>Action: Technical Director (NIC)/ All Sections of the Ministry.</i>
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 on the basis of the template devised for this. This should be developed by 31.10.2015. 	<i>{Action:- Director(PP)/ Director (Finance) & Director (Technical, NIC)}</i>
5.	e-Governance Capacity Building training for the Ministry.	<ul style="list-style-type: none"> NIC to send a proposal of conducting 2-3 days e-Governance / IT related training comprising Microsoft Office module with features like Word, Excel, Powerpoint, Mail merge, printing, scanning etc. to the Officers/ officials of the Ministry. eGov application based training has been imparted to 48 Officials of the Ministry on 19.08.2015 and 20.08.2015. The application based training should be imparted to all Dealing Hands, Section Officers and Under Secretary. 	<i>{Action: Director (A)/ Sh. B. Koti Reddy, NIC/ e-Governance Cell/ All Sections of the Ministry.}</i>
6.	Social Media Platform	<ul style="list-style-type: none"> The information on following events may be posted on social media :- <ol style="list-style-type: none"> Bhujal Manthan e-Gov. application based training held on 19.08.2015 and 20.08.2015. India Water Week information. 	<i>{Action: JS (RKG)/ e-Governance Cell}</i>
7.	Development of mobile applications	<ul style="list-style-type: none"> A concept note on developing public oriented Mobile applications viz. Rain water harvesting, water conservation etc. has been prepared. CGWB should also be involved in the process. 	<i>{Action: Technical Director, NIC, Nodal Officer, CGWB}</i>
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 India WRIS be conducted by Sh. B. Koti Reddy & Sh. Avanish Kant, Sr. Hydrogeologist. 	<i>{Action:- Technical Director, NIC}</i> <i>{Action:- Sh. B. Koti Reddy, Sh. Avanish Kant}</i>

9.	Gap analysis in terms of integration of various databases developed by CWC, CGWB and other Organization	<ul style="list-style-type: none"> 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. This has just been initiated. 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"> Tendering process for hiring programmers has been initiated. Director (Admn.) along-with NIC may identify some activities for getting them done through outsourced Data Entry Operators (DEO) & programmers. 	{Action:- Director (A/GA)/Technical Director, NIC}
11.	Core Group on Whatsapp.	<ul style="list-style-type: none"> A Whatsapp Group viz. "Water Resources e-Governance" may be created which will include the members of the core-group for sharing simple proceedings, notices etc. 	{Action:- NIC.}
12.	Online Web monitoring / Dashboard system.	<ul style="list-style-type: none"> It has been decided to create an online web monitoring / Dashboard system for the schemes / projects of the Ministry. For this MIS system may be made available from projects monitoring database and required dashboard system may be developed accordingly. Physical data may be retrieved from the MIS system themselves and financial data may be taken from Public Financial Management system (PFMS). A team comprising Sh. Anil Srivastava, Controller of Accounts, MoWR, Sh. B. Koti Reddy, Director (PP) & Director (Finance) would monitor its development. Timeline has been fixed as 01.01.2016. 	{Action: Sh. Anil Srivastava, Controller of Accounts, MoWR, Sh. B. Koti Reddy, Director (PP) & Director (Finance)}
13.	eSamarth- GPF monitoring system	A team comprising US (Admn.), US (GA) and Assistant (e-Governance) would pursue its implementation (initially for Group -A) in association with NIC.	{Action:- US (Admn)/ US (GA)/ Sh. Vishal Kumar, Assistant (e-Gov.), Technical Director, NIC}
14.	Next meeting for discussing PMS	<ul style="list-style-type: none"> The Nodal Officers concerning implementation of Project Monitoring system for AIBP, DRIP, RRRs, FM, NAQUIM, PMKSY should attend the next review 	{Action: concerned nodal officers/ e-Governance}

		<p>meeting to be held on 28.08.2015. A notice may be issued.</p> <ul style="list-style-type: none"> • A DO letter may be written to Heads of Organizations requesting them to expedite implementation of the following: <ul style="list-style-type: none"> I. Project Monitoring System II. ER sheets III. MIS system for projects. 	
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