

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 02nd August, 2015.

Subject:- Minutes of the 13th Meeting taken by JS(A) on 28.08.2015 for issues of e-Governance and Action proposed.

The undersigned is directed to enclose, herewith, the minutes of the 13th review meeting held on 28.08.2015 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.

AS K. Gupta
2/9/15
(A. K. Gupta)

Under Secretary to the Government of India,
Ph. 011-23714350.
Email:- ashok.kgupta@nic.in

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. All concerned Officers as per actions proposed.

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 13th Meeting taken by JS(A) on 28.08.2015 for issues of e-Governance and Action proposed.

List of participants is annexed.

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:- informed that they have launched the webpages of 13 regional offices under them. It was directed to include the following information in their webpages in order to make it more dynamic:- <ul style="list-style-type: none"> ✓ The structure and jurisdiction of the Offices. ✓ What services they provide to Citizens and State Govts ? ✓ The contact authorities for all services. ✓ Documents in possession. ✓ Physical and financial details and appraisal of Projects and schemes. ✓ District-wise appraisal of projects information. ✓ FAQs ✓ Information regarding location of hydrology stations, flood warning stations etc. ✓ Guidelines on world bank aided projects, DRIP guidelines ✓ "Jal Kranti" logo to be displayed on the Websites. ✓ Steps for pollution control. ✓ Other Public oriented information. • The following timelines were fixed for completion of webpages of their regional offices:- <ul style="list-style-type: none"> ✓ KGB0, Hyderabad & SRO, Coimbatore by 30th September, 2015. ✓ YBO (New Delhi), NTBO (Gandhi Nagar) & UGBO (Lucknow) by 31st October, 2015. ✓ IBO (Chandigarh), LGBO (Patna) & BBBO (Shillong) by 30th November, 2015. ✓ TBO (Siliguri), MERO (Bhubaneshwar), MO (Bangalore) by 31st December, 2015. • With regard to the AIBP monitoring system, it was recommended that: <ul style="list-style-type: none"> ✓ Information on projects must be disclosed transparently. 	{Action: All Nodal Officers of the Organizations}

		<ul style="list-style-type: none"> ✓ Their monthly status, milestones and progress should come on dashboard from their MIS. ✓ Training to State Govt. must be given for effective dissemination of projects information. ✓ Training for field Officers be completed by 15 September, 2015. ✓ Old legacy data should be processed and interlaced with new data. <ul style="list-style-type: none"> • CGWB have launched the webpages for their 18 regional offices resp. CGWB gave demonstration on NAQUIM and showed the webpages of their regional offices. It was suggested that:- <ul style="list-style-type: none"> ✓ All services offered by the regional officers should be on webpages. ✓ Observatory reports on Ground Water must be there. ✓ Maps of the NAQUIM areas to be uploaded. • A 'Monthly Achievement corner' link containing the achievements (alongwith photographs) in terms of physical progress of all categories of activities associated with them may be created and it must be updated monthly and hyperlinked with the Ministry's Website. • All Nodal Officers of other Organizations must take necessary action w.r.t. points cited above. 	
2.	e-initiatives of the Ministry	<p>a) Timeline fixed for completion is 31.08.2015. Status of ER sheets so far:-</p> <ul style="list-style-type: none"> • CWC: ER sheets of about 526 Officers (Grp-A) have been completed. ER Sheets of Group B & C Officers will be completed by 31.10.2015. • CGWB:- timeline fixed for 31.08.2015. • 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. 	{ 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. }

- **NCA:** timeline fixed for 31.08.2015.
- **Tungabhadra Board:** It is directed to take up the matter, immediately.
- **BCB:** Under preparation.

Efforts to be expedited in order to ensure its completion within timeline.

b) **Implementation of HRMS:** A proposal for accessing fund assistance for preparing DPR for HRMS project from Project Development fund (PDF) established under National e-Governance Division (NeGD), DeitY has been sent to President & CEO, NeGD vide JS (A)'s DO letter dated 28.08.2015.

c) Implementation of following e-office modules are being revived:

- 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)}

{Action:- Technical Director, NIC, DS (GWE), Dir. (Fin.), Dir. (PP)}

d) Development of Project Monitoring System (PMS) for various projects:

- **AIBP and DRIP** : recommendations given above at s.no. (1) to be complied for customizing the available software as per the requirements.
- **NAQUIM** has been completed. Its dashboard should be operationalized by NIC within 30.09.2015.
- Monitoring system on **ILR, Flood Management (FM), RRRs, PMKSY** need to be taken up. Sh. B. Koti Reddy, NIC to finalize their PMS from available resources within 3 weeks of time.
- SJC (BM), SJC (SPR-RRR), SJC (FM) must expedite its implementation in association with concerned Organizations.
- SJC (BM), SJC (SPR-RRR), SJC (FM) must give a timeline to develop the Monitoring system relating to their projects/ schemes and provide details of data required for developing their PMS.

{Action:- All concerned Nodal Officers of the Organizations/ All concerned Wing-Heads, Technical Director, NIC./ SJC (SPR), SJC (FM), SJC (BM)}

- Required for MIS/ Dashboard must also be

		analyzed.	
		<p>e) Implementation of e-Procurement:- Timelines for implementing eprocurement in all Organizations has been fixed as 30.09.2015.</p> <ul style="list-style-type: none"> implemented in the Ministry (proper), CWC, CGWB and FBP. Implementation in CSMRS and NMCG is in progress. GA Section to submit full assessment of all Organizations. Action is being taken by for conducting training on e-Procurement from NIFM. 	<i>{Action:- All concerned Nodal Officers of the Organizations/ Director (A/ GA)}</i>
3.	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"> draft concept has been prepared. Timeline has been fixed as 31.10.2015. Director (PP) to coordinate for arranging training for all DDOs for Non-Planned Expenditure Monitoring system. 	<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. eGov application based training has been imparted to 48 Officials of the Ministry on 19.08.2015 and 20.08.2015. More nominations for this training are being sought for all Divisional Heads. 	<i>{Action: Director (A)/ Sh. B. Koti Reddy, NIC/ e-Governance Cell/ All Sections of the Ministry.}</i>
6.	Social Media Platform	-	
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, immediately. This is required for making the Ministry more e-Governance friendly. 	<i>{Action: Sh. Avanish Kant, Sr. Hydrogeologist, Sh. Jagdish Kumar, Consultant (NWM) and Sh. B. Koti Reddy, Principal System Analyst, Advisor (NWM)}</i>
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. 	<i>{Action:- Director (A/ GA)/Technical Director, NIC }</i>
11.	Online Web monitoring / Dashboard system.	<ul style="list-style-type: none"> A Committee headed by Team leader Sh. Anil Srivastava, Controller of Accounts, MoWR, has been created for developing an MIS depicting the physical and financial progress for the schemes/ projects has been created. Timeline has been fixed as 01.01.2016. 	<i>{Action: All member of the committee}</i>
12.	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.	<i>{Action:- US (Admn)/ US (GA)/ Assistant (e-Gov.), Technical Director, NIC}</i>

List of Participants :-

1. Dr. Amita Prasad, JS(Admn.).....in the Chair.
2. Sh. Anil Srivastva, Controller of Accounts.
3. Sh. R.K.Gupta, JS(PR).
4. Sh.K.C.Naik, Member (SAM), CGWB.
5. Sh. Atul Jain, CE,(HRM), CWC.
6. Sh.Prabhat Tyagi, Director (Vig./e-Gov/E-I).
7. Sh. Arvind Choudhary, Director, (PP).
8. Sh. Khatchin Langel, Director, (Admn.).
9. Sh. Banarsi Ram, DS,(Coord.),
10. Sh.M.S.Sahare, SJC, (FM).
11. Sh. Asit Chaturvedi, SJC, (BM).
12. Sh. Praveen Kumar, Director (SMD).
13. Sh. Narendra Singh, US(A&V)
14. Sh. R.K.Ojha, US,(GA).
15. Sh. Rajeev Kumar, SJC(SP-II)
16. Sh. S.K.Sinha, Scientist 'D' & TS to Chrirman.
17. Sh. B.Koti Reddy, Principal system analyst
18. Sh. A.K.Gupta, US (e-Gov).
19. Sh. Arun Kumar, US (Coord.)
20. Ms. Sushma Khurana, SO, (e-Gov).
21. Ms. Ritika Sethi, Scientist-B,NIC