

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 16th June, 2015.

Subject:- Minutes of the 5th Meeting taken by JS(A & GW) on 05.06.2015 for issues of e-Governance and Action proposed.

The undersigned is directed to enclose, herewith, the minutes of the 5th Meeting taken by JS(A & GW) on 05.06.2015 for discussing e-Governance issues and Action proposed for your information and expeditious appropriate action.

2. Further, it was decided that next meeting will take place on 12.06.2015 at 11:00 am in the Conference Hall of the Ministry.

This has approval of JS (A).

Encl:- As above.



(S. K. Kataria)

Under Secretary to the Government of India,
Ph. 011-23716928.

To,

1. Commissioner (SP)/ Commissioner (FM)
2. Director General, NWDA,
3. Director (Admn.)/ Director (e-Gov/PSU/GW), Director (Finance)/ Director (PP)/Director (E-I/Vigilance)/ Director (E-III)/ DS (Coordination)/ DS (GWE), MoWR, RD & GR.
4. Technical Director, NIC with a request to kindly upload this on Intra-MoWR also.
5. US (Coordination), US (E-I), US (E-II), US (E-III), US (E-IV), MoWR, RD & GR.

Copy for information to:-

1. PS to JS (A), MoWR, RD & GR

	Subject	Decision Taken	Action proposed/ Remarks
1.	Updation of Website.	<p>a. Induction material prepared by JS (PP) to be uploaded on the Website.</p> <p>b. Circulars issued by DoPT, Ministry of Finance etc. may be hyperlinked with the Ministry's Website.</p> <p>c. Website to be shifted to NIC Cloud. At-least 8 servers may be required for the Ministry's Website & Intranet.</p> <p>d. Director (Finance) to submit his views regarding problems/ errors found in the Website of the Ministry.</p>	<p>{Action: Dir(Tech.) NIC./ Director (PP)}</p> <p>{Action: Dir(Tech.) NIC.}</p> <p>{Action: Dir(Tech.) NIC.}</p> <p>{Action: Director (Finance)}</p>
2.	e-initiatives of the Ministry	<p>a) Executive Records (ER) sheet of their Senior Officers of all Organizations may be prepared by concerned SMDs which may be uploaded on the Website of the respective Organization. Matter to be discussed in the meeting to be taken by JS (A) on 12.06.2015.</p> <p>b) A team of Officers comprising Director (Technical), Under Secretary (e-Governance), Under Secretary (Admn.) and Ms. Ritika, Scientist-B, NIC of the Ministry may visit Karnataka during 15-20 June, 2015, to assess their HRMS for its implementation in the Ministry. Administration to submit the proposal for this visit.</p> <p>c) Anomalies encountered in the Software for vigilance matters and Court Cases management system be rectified. Users IDs and passwords to be issued to all concerned. Circulars regarding its implementation may be put up on Intranet.</p> <p>d) Emphasis to be given on implementation of e-Tour. NIC and Administration should coordinate and identify the processes involved and develop the application, accordingly.</p> <p>e) User manual be prepared by NIC for Work flow/ SOPs for SMDs by 30.06.2015.</p>	<p>{Director(E-I), US(E-II), Director (E-III), US (E-IV), DS (GWE)}</p> <p>{Action: Director (A)}</p> <p>{Action: Dir(Tech.) NIC, Director (E-I/ Vigilance).}</p> <p>{Action: Director (A)/ Tech. Director-NIC.}</p> <p>{Action: Tech. Director-NIC.}</p>

		f) Development of Project Monitoring System should be taken up. Matter will be discussed as one of the agenda points for the Nodal Officers' meeting on 12.06.2015.	{Action: Commissioner (SP), Commissioner (FM), SJC (BM), Director General (NWDA) Director (PP)/ Director(Technical, NIC).
3.	Preparation for Websites for certain Organizations.	Following two Organizations may be followed up for development of their Websites:- a. Farakka Barage Project b. Banasagar Control Board Matter will be discussed in the meeting of Nodal Officers (of the Ministry & Organizations) to be taken by JS (A) on 12.06.2015.	Action: US (EII), US (E-IV)}
4.	Provides Search engines for MoWR website Intranet.	Efficient search engine be provided on Intranet. Technical Director, NIC to present the solution at the earliest.	Action: Director (NIC)
5.	New program for release of funds and monthly reporting of expenditure.	Director (PP) under the guidance of JS(PP) will develop the format for such reporting. Requirement be assessed by 15.06.2015 and software be developed by 30.06.2015.	{Action:- Director(PP)/ Director (Finance) & Director (Technical)}
6.	Biometric Attendance Machines.	Regarding matter of installing more wall mounted machines, appropriate action be taken by Administration/ Coordination in respect of the list prepared by NIC.	{Action: Director (Administration)/ DS (Coord.) and Technical Director, NIC}