

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 9th February, 2016.

Subject: - Minutes of the 27th Review Meeting taken by JS (Admn.) on 05.02.2016 on issues of e-Governance and Action proposed.

The undersigned is directed to enclose herewith the Minutes of the 26th Review Meeting taken by Joint Secretary (Admn) on 05.02.2016 on the above subject for information and immediate follow up action in the matter.

2. This issues with the approval of JS (A).

Encl:- As above.

Ashok
9/2/16

(Ashok Kumar Gupta)

Under Secretary to the Govt. of India,

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To,

1. All Wing Heads of the Ministry,
2. All Heads of Organizations,
3. Sh. Anil Srivastava, Controller of Accounts (WR),
4. Director (Admn./ GA), Director (Finance)/ Director (PP)/ Director (E-III)/ DS (Coordination)/ DS (GWE)/ DS (E-I)/ DS (PSU)/ SJC (PP)/ SJC (BM)/ SJC (SPR-II)/ SJC (MI/RRR), MoWR, RD & GR.
5. All concerned US and equivalent Officers.
6. All Website/ e-Governance Nodal Officers of the Ministry.
7. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry.
8. ✓ Technical Director, NIC with a request to kindly upload this on Intra-MoWR also.

Copy for information to:-

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

Subject: - Minutes of the 27th Review Meeting taken by JS(Admin & GW) on 05.02.2016 on issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development/ Updating of Website and webpages for the regional offices.	<ul style="list-style-type: none"> Gov.in domain registration Authorization letters have been received from 5 out of 14 Regional Offices under CWC and 14 out of 18 Regional Offices under CGWB. It was directed to send email to Regional Offices/ Nodal Officers to expedite the completion process. A website design/ format to be furnished by NIC to bring uniformity in the basic architecture of the Webpages. 	{Action:- Nodal Officers of CWC and CGWC, Tech Director, NIC-MoWR, e-Governance Cell}
2.	e-initiatives of the Ministry	<p>a) Executive Records (ER) Sheets/ PIS: -</p> <ul style="list-style-type: none"> A Letter to be sent to CGWB, CWC, and NPCC Ltd. to expedite the progress in uploading the ER sheets. Promotion/ Training/ NFU proposals would not be considered if ER sheets are not completed. <p>b) Implementation of HRMS:</p> <ul style="list-style-type: none"> A letter to be sent to DG, NIC requesting them to depute a DDG level Office as Incharge of the project and seek their guidance for its implementation as was done for Govt. of Jharkhand, Himachal Pradesh and Karnataka. <p>c) Implementation of e-Office:-</p> <ul style="list-style-type: none"> NIC informed that for implementation of e-Tour Management system a 3rd level training from NIC Data Centre is required. It was decided that 5-6 Officials out of the Master Trainers to be deputed by Administration Division for this training to be held from 24th February to 26th February, 2016. <p>d) Implementation of e-Procurement:</p> <ul style="list-style-type: none"> It was directed that Sh. B. Koti Reddy, NIC would review the e-Procurement system implemented in CWC, CGWB, NMCG, CSMRS and submit a report by next week. 	<p>{Action:- All concerned Nodal Officers of the Organizations/ e-Governance Cell/ All SMDs}</p> <p>{Action:- Sh. B. Koti Reddy(NIC)/ Tech Dir(NIC)/e-Governance Cell/}</p> <p>{Action:- Technical Director, NIC / Director (Admin.)}</p> <p>{Action:- Sh. B. Koti Reddy, NIC}</p>

		<p>e. Online Stationery Request Monitoring system:</p> <ul style="list-style-type: none"> • A module giving complete Report on Stationery issued has been incorporated. • Two Auto reminder services are to be incorporated in the Online Stationery System by NIC. 	{Action:- NIC-MoWR/ US (GA)).
3.	Revival of Knowledge Management System (KMS).	<ul style="list-style-type: none"> • Training on Knowledge Management System to be imparted next week. • The folder structure of KMS is being incorporated in the system by NIC. 	Action:- Technical Director (NIC)/ e-Governance Cell}
4.	Capacity Building in e-Governance for the Ministry.	<ul style="list-style-type: none"> • It was informed that a batch of 25 Officials is being sent to ISTM for attaining e-Governance training on 19th February- 20th February, 2016. • A group of 20 MTs/ DEOs has been given training on e-Governance applications of the Ministry on 04.02.2016. 	{Action:- Director (Admn.)} {Action:- NIC Cell/ e-Governance Cell/
5.	Social Media Platform	<ul style="list-style-type: none"> • NIC is assessing the technical requirement for creation of a "Blog" space for Minister (MoWR, RD & GR). • It was decided that a link viz. 'MINISTER'S CORNER' to be created in the Website of the Ministry which would contain the 4 recent Blogs of the Hon'ble Minister. IEC Section to provide the inputs. 	{Action:- e-Governance Cell/ US(IEC)/ Tech. Director, NIC.}
6.	Central Registry monitoring system	<ul style="list-style-type: none"> • Technical Director, NIC, Director(A), DS(Coord.) and Sh. B. Koti Reddy(NIC) to visit DoPT on 05.02.2016 to study their Central Registry monitoring system & submit report for implementation. • Director (A) and DS (Coord.) will inspect Central Registry monitoring system of the Ministry twice in a week (Wednesday and Friday resp.). • Subsequently, a Roadmap defining the action plan to be submitted by Director (Technical), NIC within 15.02.2016. 	{Action:- Director (Admn.)/ Tech. Director, NIC/ Sh. B. Koti Reddy (NIC)/ DS (Coord.)}
7.	Online Web Project Monitoring / Dashboard system.	<ul style="list-style-type: none"> • It was decided that DG, NIC would be requested to provide guidance on its implementation. 	{Action:-Technical Director (NIC)/ Director (e-Gov.)}

8.	Monitoring of Web Applications	<p>PMKSY/ AIBP/ NAQUIM/ NOCAP/ DRIP:</p> <ul style="list-style-type: none"> Integration of PMKSY MIS has been done. A note to be submitted by Technical Director, Commissioner (SPR) to submit the requirement of manpower for its data entry. It was advised to get the security audit of the AIBP proposal system completed within 28.02.2016 	{Action:- Commissioner (SPR)/ Technical Director, NIC}
9.	e-Granthalaya	<ul style="list-style-type: none"> Director (A) and Technical Director (NIC) will meet and decide about the Road map to implement e-Granthalaya in the Ministry. It was suggested that 2 interns to be deployed for getting this streamlined. 	{Action:- Director (Tech.), NIC/ Director (A)/ US (GA)}
10.	Complaint Management System	<ul style="list-style-type: none"> The process workflow regarding different category of complaints has been discussed between US (GA) and NIC programmers. Complaint Management System to be developed within 05.03.2016. 	{Action:- NIC Cell/ US (GA)}
11.	Review of e-Governance progress in other Ministries.	<ul style="list-style-type: none"> It was decided that the following Officers to review the progress of e-Governance in respect of HRMS, e-Office, MIS/ Dashboard, Central Registry, Release of funds etc in 6 other Ministries: <ul style="list-style-type: none"> I. Director (Admn.) – Ministry of Panchayati Raj. II. Technical Dir, NIC - Ministry of Rural Development III. Sh. Reddy, NIC - Ministry of Environment IV. Ms. Ritika, NIC – Ministry of Labour V. DS (Coord.) – Ministry of Agriculture VI. US (e-Gov.) – Ministry of Social Justice & Empowerment VII. SO (e-Gov.) & ASO (e-Gov.) – Ministry of Power A format to be devised by Director, NIC for reference. Report would be compiled and submitted within next week. 	{Action:- All concerned Officers}

*****End of Minutes*****