

F.No.J-14011/1/2016-e-Gov.
Government of India
Ministry of Water Resources,
River Development & Ganga Rejuvenation,
(e-Governance Cell)

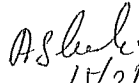
Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated the 15 March, 2016.

Subject: - **Minutes of the 30th Review Meeting taken by JS (Admn.) on 11.03.2016 on issues of e-Governance and Action proposed.**

The undersigned is directed to enclose herewith the Minutes of the 30th Review Meeting taken by Joint Secretary (Admn) on 11.03.2016 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 Kumar Gupta)
Under Secretary to the Govt. of India,
Ph. 011-23714350,
Email:- ashok.kgupta@nic.in.

To,

1. All Wing Heads of the Ministry/ Controller of Accounts, MoWR,
2. All Heads of Organizations,
3. Director (Admn.) {i.r.o point no. 2, 3(b), 5, 7, 8, 10},
4. Director (E-III)/ DS (PSU)/DS (E-II/ GWE) { i.r.o point no. 2, 3(a)}
5. DS (E-I/ Vigilance) { i.r.o point no. 2, 3(a), 3(b), 3(e), 8}
6. Director (Finance), NMCG/ SJC (FM)/ Director (DRIP)/ SJC (PR) (i.r.o. point no. 2 & 9)
7. All US and equivalent Officers/ US (GA) i.r.o Point no. 3(d) and 10.
8. All Website/ e-Governance Nodal Officers of the Ministry.
9. All Website/ e-Governance issues Nodal Officers of the Organizations under the Ministry.
- ✓ 10. Technical Director, NIC.
11. SO (E-I) (Sh. SR) / SO (IEC)/ SO (GA).

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 30th Review Meeting taken by JS (Admin & GW) on 11.03.2016 on issues of e-Governance and Action proposed.

S.No	Subject/ Action point	Decision Taken	Action proposed to
1.	Development of webpages for the regional offices.	<ul style="list-style-type: none"> Gov.in Domain Registrar has suggested registering fourth level domain for all the Regional Offices. It was decided that all Regional Offices Nodal Officer shall register for fourth level domain and send the authorization letter by 16.03.2016 positively. An email to be sent by e-Governance to all Regional Offices/ Nodal Officers in this matter. 	{Action:- Nodal Officers of CWC and CGWC/ Tech Director, NIC-MoWR/ All Regional Offices of CWC & CGWB}}
2.	Regrouping of the Ministry's Website and Content Management System.	<ul style="list-style-type: none"> Technical Director (NIC) has done some changes in regrouping the links of the Website. It was directed to further reduce the number of links available at left navigation of the main Website. Technical Director, NIC to devise a format for restructuring the Website design of CWC and CGWB for making it more comprehensive. Tentative IDs for Content Creator and Content Approver on the Website have been circulated in the Ministry vide letter dated 04.03.2016. All Wing Heads/ Division to confirm the Users identified for above role in their respective Division. A training Session on above Content Management System would be organized on 17.03.2016 in three batches. 	{Action:- Tech Director, NIC-MoWR/ NIC Cell / e-Governance Cell/ All DS/ Director/ SJC equivalent/ Officers}
3.	e-initiatives of the Ministry	<p>a) Executive Records (ER) Sheets/ PIS: -</p> <ul style="list-style-type: none"> The updated status of uploading of ER sheets is enclosed. It has been decided not to process any promotion, training matter unless it is accompanied with ER Sheet of the concerned Officer. All concerned SMDs to furnish a compliance report by next week positively. Director (A) to issue an Order in this matter. 	{Action:- All concerned Nodal Officers of the Organization/ DS(E-I) / DS(E-II/GWE)/ DS(PSU)/ Director (E-III)/ SJC (PP)}

		<p>b) Implementation of HRMS:</p> <ul style="list-style-type: none"> A team of Officers will meet Managing Director, NICS along with all the requirements regarding implementation of HRMS and Dashboard/ MIS System. As per discussion held with DG, NIC it has been informed that Manpower may be provided by NIC on Outsourced basis. Technical Director, NIC would pursue the matter further along with Director (A). <p>c) Implementation of e-Office:-</p> <ul style="list-style-type: none"> 22 Officials have attended Level-1 Training on e-Office held at NIC Data Centre. 10 more Officials have been nominated for Level-1 training scheduled on 14-16 March, 2016. 8 Officials have attended the level -2 training on Master Trainers on e-Office. 3 officials have attended the level-3 EMD Product Administrator training on e-Office. <p>d) Implementation of e-Procurement:</p> <ul style="list-style-type: none"> It was decided that the e-Procurement system (Number of Tenders posted, Duration of days for which the tender was posted, Amount) implemented in CWC, CGWB, NMCG, CSMRS & NIH will be reviewed by US (GA) and other Tender Committee members and submit its report within 17.03.2016. <p>e) Online Vigilance Clearance System</p> <ul style="list-style-type: none"> It has been directed that DS (E-I/Vigilance) will furnish the draft form details and inform about the work flow for the implementation of this system within next week. 	<p>{Action: Technical Director, NIC /DS (E-I/ Vigilance) Director (Admin.)}</p> <p>{Action: Technical Director, NIC / Director (Admin.)}</p> <p>{Action: US (GA)/ US (IFD)/ SO (E-I)/ SO (IEC)/ SO (GA)}.</p> <p>{Action: Technical Director, NIC, DS (E-I/Vigilance)}</p>
4.	Revival of Knowledge Management System (KMS).	<ul style="list-style-type: none"> A bug identified in KMS has been reported to NIC Data Centre. KMS would be operationalized as soon as it is fixed. 	Action:- Technical Director (NIC)/ e-Governance Cell}

5.	Capacity Building in e-Governance for the Ministry.	<ul style="list-style-type: none"> It was directed that engagement of M/s Datapro Pvt. Ltd, an empanelled agency of NICSI may be expedited. 	{Action: Director (Admn.)}
6.	Social Media Platform	<p>It was decided that the information on following issues will be uploaded on Social Media for this week:</p> <ul style="list-style-type: none"> A brief about Nepal visit. eBook on 56 meetings: from discussions to decisions. Annual General Meeting of NIH held on 10.03.2016. Short Content and pictures to be provided by US (E-II). 	{Action:- e-Governance Cell/ US(Coord.) / US (E-II).}
7.	Central Registry monitoring system	<ul style="list-style-type: none"> No progress has been made in the matter. A work flow is required to be developed by NIC and Administration. 	{Action:- Director (Admn.)/ Tech. Director, NIC/}
8.	Online Web Project Monitoring / Dashboard system.	<ul style="list-style-type: none"> A DO letter to MD, NICSI with a brief proposal/ ToRs has been sent from JS (A). This would be further discussed by the team of Officers visiting Managing Director, NICSI. 	{Action:- Tech Dir(NIC)/Director (A/ e-Gov.)/ DS (E-I & Vigilance)}
9.	Monitoring of PMKSY/ AIBP/ NAQUIM/ NOCAP/ DRIP/ NMCG	<ul style="list-style-type: none"> Manual Dashboard has been hyperlinked with the Ministry's Website. The information on all these schemes is being regularly updated in the dashboard portal of the Ministry. 	{Action:- Director (Finance), NMCG)/ Comm. (SP)/ SJC (FM)/ Director (DRIP)/ SJC (PR)/ Technical Director, NIC}
10.	e-Granthalaya	<ul style="list-style-type: none"> No progress has been made in this matter. 	{Action:- Director (Tech.), NIC/ Director (A)/ US (GA)}
11.	Complaint Management System	<ul style="list-style-type: none"> In-House Development of Complaint Management System (version-I) has been completed. NIC would give a demonstration on this system. 	{Action:- NIC Cell/ US (GA)}
12.	Review of e-Governance progress in other Ministries.	<ul style="list-style-type: none"> All Officers nominated for assessing the progress of e-Governance in 6 other Ministries has prepared a report which is being examined. 	{Action:- All concerned Officers nominated as in 28 th Review Meeting on e-Gov issues}

13.	e-Governance activities of CWC & CGWB	<ul style="list-style-type: none"> Apart from the information on above initiatives reviewed regularly in the Ministry, the Nodal Officers of CWC & CGWB to furnish the status on progress of other ongoing e-Governance activities in their Organizations. 	{Action:- Nodal Officers of CWC & CGWB}
-----	---------------------------------------	---	---

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

Status of ER Sheets as on 11.03.2016

S.No.	Name of the Organization	Employee Strength (Group-wise)		In Position (Group-wise)	Number of ER Sheets uploaded (Group-wise)
1.	<u>SSCAC</u>	Group 'A'	5	3	3
		Group 'B'	Nil	Nil	Nil
		Group-'C'	9	4	4
		Total	14	7	7
2.	<u>FBP</u>	Group 'A'	30	19	19
		Group 'B'	187	92	92
		Group-'C'	595	176	176
		Total	812	289	289
3.	<u>NCA</u>	Group 'A'	25	23	23
		Group 'B'	-	30	30
		Group-'C'	-	68	68
		Total	-	123	121
4.	<u>NWDA</u>	Group 'A'	59	56	53
		Group 'B'	142	143	141
		Group-'C'	292	312	312
		Total	493	511	506
5.	<u>WAPCOS</u>	Group 'A'	554	554	554
		Group 'B'	56	56	56
		Group-'C'	85	85	85
		Group- 'D'	60	60	60
		Total	755	755	755
6.	<u>CGWB</u>	Group 'A'	467	368	368
		Group 'B'	1012	659	657
		Group-'C'	2681	1950	1934
		Total	4160	2977	2960
7.	<u>CSMRS</u>	Group 'A'	86	67	58
		Group 'B'	65	43	26

		Group-‘C’	162	137	126
		Total	313	247	210
<u>8.</u>	<u>CWC</u>	Group ‘A’	793	588	1925
		Group ‘B’ & ‘C’	4041	2193	
<u>9</u>	<u>BCB</u>	Have information that no officer is posted on regular basis. Hence, information may be treated as NIL.			
<u>10</u>	<u>NIH</u>	Group ‘A’	85	75	72
		Group ‘B’	76	68	67
		Group-‘C’	86	69	68
		Total	247	212	207
<u>11.</u>	<u>BB</u>	Group-A	81	58	58
		Group ‘B’	188	161	160
		Group-‘C’	359	248	247
		Total	628	467	465
<u>12</u>	<u>CWPRS</u>	Group ‘A’	203	175	170
		Group ‘B’	300	211	209
		Group-‘C’	628	462	459
		Total	1131	848	838
<u>13</u>	<u>BRB</u>				Completed, however number not informed.
<u>14</u>	<u>NPCC Ltd.</u>	Group ‘A’	574	179	34
		Group ‘B’	651	202	Under preparation
		Group-‘C’	276	40	-do-
		Group- ‘D’	143	44	-do-
		Total	1644	465	34
<u>15</u>	<u>UYRB</u>	Group ‘B’	13	2	2
		Group-‘C’	6	Vacant	-
		Total	23	Vacant	-
		Group- ‘D’	16	7 (outsourced)	-
		Total	58	2	2
<u>16</u>	<u>GFCC</u>	Group ‘A’	23	15	15
		Group ‘B’	20	11	11

		Group-‘C’	54	24	24
		Total	97	50	50
<u>17.</u>	<u>NERIWALM</u>	Group ‘A’	17	05	ER sheets under preparation.
		Group ‘B’	12	08	
		Group-‘C’	42	33	
		Total	71	46	