II-E. INFORMATION TECHNOLOGY AND e-GOVERNANCE

1. Introduction

'Information Technology and e-Governance'(IT-eG), group was formed during mid of the Xth Plan period in order to create an IT enabled work environment in the Department through accelerated usage of various Information Technology opportunities. Primarily aims to convert the existing procedures and processes into citizen centered, IT-eG division implements e-Governance in the Department progressively that need be in conformance to the National eGovernance Action Plan. For the implementation of an IT Action Plan of DSIR, a separate IT Budget Head was also created which became operational since FY 2004-05.

2. IT Action Plan

For IT and e-Governance activities a comprehensive IT-Action Plan in the department as formulated in line with the Government directions issued during Tenth Plan remains

- *Infrastructure Development:* Provide and maintain Personal Computers (PCs) and other essential IT- equipment and software to all the functionaries.
- *Networking:* Upgradation and maintainenance the Local Area Network (LAN).
- *Office Automation:* Implement various applications that not only maintain records of receipt, issue of letters and movement of files but also offer enhancement in accountability, responsiveness and transparency in governance.
- *IT Training:* Provide relevant training courses to the officers/ staff that enable them to work on computers by using application software developed.

- *e-Reports:* Convert the Acts, Rules, Circulars and other published materials of interest or relevance to the public, in the electronic form.
- *Website:* Enrich the contents of the DSIR website by including downloadable forms and guidelines relevant to various citizen services that Department provides.
- *IntraDSIR:* Enrich the contents of the IntraDSIR by including downloadable forms and circulars relevant to employees of the Department.

3. Achievements

Meetings of IT Committee were organized regularly to seek guidance/ approval on procurement of IT related hardware and development of application software. The details of achievements are given below:

3.1.1 DSIR Website

The Department's website, http://www.dsir.gov.in, is continuously being updated. The contents includes: Our Minister; About Us: Introduction, Administrative Setup, Organisational and Functional Structure, Telephone and Email Directory; Promotion of Official Language, Detailed Demand for Grants, Plan Documents, Citizens Charter, Results Framework Document; Right to Information Act 2005: Implementation in DSIR, Disclosure under Section 4 (1) (b) of the RTI Act; TDPU Programmes: IRDPP, TDDP, TePP, TDUPW; List of Projects Supported under TPDU Programmes; Download Forms: IRDPP, TDDP, TePP, TDUPW; Publications: Creative India,

Consultancy Vision, Information Today & Tomorrow, R&D in Industry Update, TCDPAP Focus, TePP eNews, Tech Motivator, Technology Exports Newsletter; Technical Reports: Prepared under Technopreneur Promotion Programme, Executive Summary of 162 Technology Status Reports, Exportable Technologies / Projects from SMEs, Scientometrics; RDI Directories: RDI, SIRO and PFRI; Annual Reports in Hindi and English (1990-1991 to 2009-2010); Circulars, Advertisements, Tenders, Vacancies, Forthcoming Events, Useful URLs; Link to Public Grievance Portal at http://pgportal.gov.in, Controller of Accounts at http://www.praccmst.gov.in; Autonomous Bodies: CDC and CSIR, Links to their official websites; Public Sector Enterprises: CEL and NRDC; Links to their official websites; United Nation Agency: APCTT-

UNESCAP, Links to their official websites, Parliament Qs and As: Lok Sabha and Rajya Sabha; Links to their official websites, Disclaimer, Sitemap, Copyright Notice.

3.1.2 IntraDSIR

◆ IntraDSIR- remains as an effective messaging client, intend virtually to eliminate, flow of paper based intra-office/inter-office memos and similar documents. The built-in features of this INTRADSIR include functionalities such as bulletin board service, employees information and e-leave submission, thought for the day and it also acts as a secured access site to all other applications. Action has been initiated to make it accessible from the current changed version of Web Browsers.
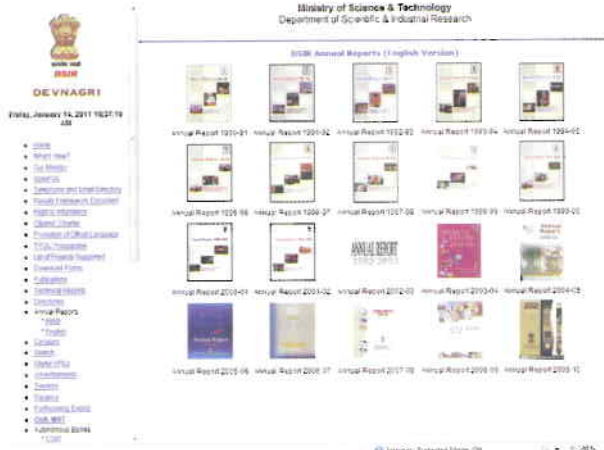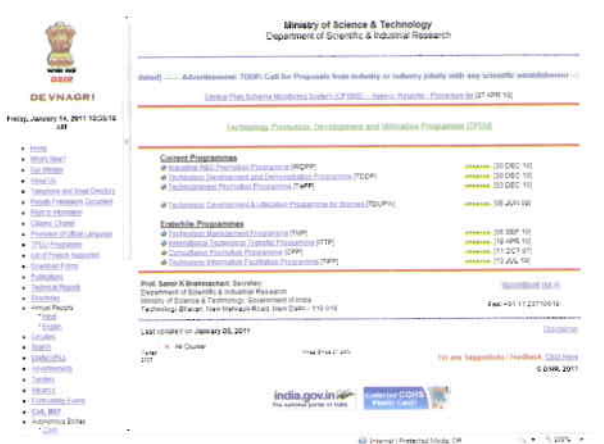

Fig. 4 : website pages of http://www.dsir.gov.in

Fig. 5 : Pages of site Intra DSIR

Instant Messaging facility consists of facility for attaching files and sending the same to other employees. As an added feature, this instant messaging service has a pop up facility. Any message sent to other users appears on the screen when the user gets logged in INTRADSIR, Any new message which is unread pop up on the screen.

Employee Detail Module deletion or updating control has been provided to the administration section of DSIR for ensuring the maintenance of updated employee details.

♦ Document Management Information System (**DMIS**) - accessible through INTRADSIR, as a centralised repository of all the documents and remains as a system for diarising and file movement.

♦ Department remained equipped with a Public Grievance Redress & Monitoring System (**PGRAMS**). The system was designed and developed by National Informatics Centre (NIC) as per guidelines of Department of Administrative Reforms and Public Grievances (DAR & PG). Being a WEB based system, it is centralized and remain available to the public as **CPGRAMS** which within the Department, is accessible through IntraDSIR / ExtraDSIR

♦ A stand alone system namely Procurement and Inventory Management system 'PIMS' to maintain the inventory status of general stationary items, consumables of computers,

available with DSIR is now being made as web-based through 'ePoorti' software developed by NIC and customized for DSIR use.

♦ Foreign Collaboration Approvals Information Management System (FCAIMS) remains online/ offline as an application software for mining information in a user friendly way from the database of all the approvals of foreign collaborations approved by the Secretariat of Industrial Assistance, Ministry of Commerce and Industry and Reserve Bank of India over the last 15 years.

3.1.3 Extra DSIR

Information and the data flows between DSIR and the bodies under its control namely CSIR, CDC, NRDC and CEL remain through an ExtraDSIR application system. ExtraDSIR application acts as a medium for any instant flow of information between Technology Bhawan and those other geographically separated DSIR offices. The system has following main features

♦ Users send and receive, secured instant messages (to and from DSIR) through INBOX and OUTBOX.

♦ Users also access over its homepage, Department's Circulars and News, the available Document Management Information System for effective file transactions and also accessing Centralized Public Grievance Redress & Monitoring System

3.1.4 IT-Security Policy and its frame work for DSIR

The security policy as laid down is being ensured through in-built access security in the system itself. The VLANs provide segmentation services over the routers in LAN configurations. This VLAN is being created at Technology Bhavan with the help of NIC. A three level Security Architecture has already been adopted that includes authentication, use of cryptography /Encryption and allowing access to IP-restricted services.

3.1.5 Integrated Finance, DDO and Utilization Software (IFDUS)

Integrated Finance, DDO and Utilization Software (IFDUS) have been developed and operational. The bills for Salary, Contingency, TA/DA and LTC Advance and Other Advances are prepared and processed.

3.1.6 Composite Pay Roll System

A Composite Pay Roll System, developed in-house, has been installed, configured and is in use in the department for Preparation of bills for Salary, all advances, arrears and allowances. The system is used for calculation of Income Tax and Preparation of Form 16 and e-TDS (quarterly and annually). The system also has an interface for sending transactions to the Bank.

3.1.7 Implementation of CPSMS

Implementation of CPSMS is fully functional and operational. Various MIS Reports are generated from CPSMS as and when required. (Fig. 6).

Fig. 6 : CPSMS

3.1.8 ERP Solutions for online submission of project proposals

Process has been initiated for Design, Development, Implementation of Enterprise Application and Maintenance Support Services for DSIR. In this context, a Pre-Bid Meeting with shortlisted consulting firms/consultants was successfully conducted on December 14, 2010 at Technology Bhawan, New Delhi. The queries raised by the consulting firms/consultants were clarified and the same were hosted on DSIR Website. (Fig. 7).

Fig. 7 : ERP solution meeting