

## **Training for Master Trainers on e-Panchayat Sabha Web Application**

The e-Panchayat Sabha Web Application has been designed and developed by NIC, Odisha State Centre, Bhubaneswar for Panchayati Raj & Drinking Water Department, Government of Odisha to facilitate strengthening of the Process of Conduct of Meetings at Gram Panchayat level with better intimation mechanism, record keeping, data extraction with intra & inter-departmental convergence of different schemes as per the agenda of the meeting, system generated MoM, attendance mechanism, information sharing, transparency, accountability and responsiveness in various schemes and activities of the Gram Panchayat. By providing a digital interface for conducting/executing meetings at GP level, the Web Application will ensure better governance through effective monitoring and implementation of development schemes and social welfare measures.

The functionalities of the System include

- System generated Meeting Scheduling with Meeting ID on 28<sup>th</sup> of every month for meeting to be held on next month.
- Initiation of the meeting with schedule (Date, Time and Venue)
- Managing agenda and participants
- Managing data details in the context of Agenda
- Approval of meeting with agenda
- Generation of notice/letter of meeting with agenda
- Sending of meeting notice/letter with agenda to the participants of the meeting through Sandes Mobile App
- Managing attendance
- Preparation of MoM using template
- Approval of MoM
- Sending of MoM to the participants of the meeting through Sandes Mobile App
- User Management
- MIS Report generation
- Pushing of Special Agenda from higher level to GP Level Meeting
- Pushing of Special Meeting with Agenda from higher level to GP Level Meeting

For smooth implementation of the application, training for District Informatics Officers, District Panchayat Officers, Programme Managers (IT) of 30 Zilla Parishads and Computer Programmers (all the 314 Blocks) of Odisha have been conducted in a phased manner both in Physical / Virtual Mode from 3<sup>rd</sup> January, 2023 to 2<sup>nd</sup> February, 2023. The Computer Programmers would be the Master Trainers for training to be conducted for Sarapanch (Presiding Officer), Panchayat Executive Officers and Gram Rojgar Sahayaks at Block & Gram Panchayat level.

During the training programme held on 03.01.2023 at NIC, OSC, Bhubaneswar, Shri Ganesh Chandra Patra, IAS, Director, Panchayati Raj, Panchayati Raj & Drinking Water Department briefed the participants on the aim and objective of the e-Panchayat Sabha Web Application. Smt. Kabita Roy Das, Deputy Director General & State Informatics Officer, NIC, Odisha State Centre highlighted the features of the application. Shri Bibhu Prasad Mishra, Scientist-F, Group Head, NIC, Odisha State Centre told about the benefits of the application.

Shri Sushil Kumar Lohani, IAS, Principal Secretary, Panchayati Raj & Drinking Water Department addressed the participants and emphasised on implementation of the application during the training programme on 05.01.2023 held through Video conferencing in OSAWAN platform.

Director, Panchayati Raj and the officials of Panchayati Raj & Drinking Water Department co-ordinated with the districts for the training programmes. The training programmes (physical & virtual) were conducted by Smt. Mamata Khamari, Scientist-F, Shri Rama Krishna Sahoo, Scientist-E and Shri Jagannath Kar, Scientist-E of NIC, OSC, Bhubaneswar. Date-wise details of the trainings conducted are given below.

Sl. No.	Date	Nos. of Districts	Training Mode	Description
1	03.01.2023	02	Physical	The training programme was conducted at NIC, OSC, Bhubaneswar for District Informatics Officers, Programme Managers(IT), Zilla Parishad and Computer Programmers (of all blocks) of Cuttack and Khordha Districts. (02 districts)

2	05.01.2023	02	Video Conferencing in OSWAN platform	The programme was conducted through Video Conferencing in OSWAN platform for District Informatics Officers, Programme Managers(IT), Zilla Parishad and Computer Programmers (of all blocks), Sarpanchs, Panhayat Executive Officers and Gram Rojagar Sevak (of all GPs) of Cuttack and Khordha Districts. (02 districts)
3	07.01.2023	28	Video Conferencing in NICNET platform	The training programme was conducted in through Video Conferencing in NICNET platform for District Informatics Officers, Programme Managers(IT), Zilla Parishad and Computer Programmers (of all blocks) of all districts of Odisha except Cuttack and Khordha Districts. (28 districts)
4	12.01.2023	10	Physical Mode	The training programme was conducted in SIRD, Bhubaneswar for District Panchayat Officers, Programme Managers(IT), Zilla Parishad , Computer Programmers (of all blocks) of Angul, Bhadrak, Balasore, Puri, Jagatsinghpur, Dhenkanal, Jajpur, Kendrapada, Keonjhar and Nayagarh Districts in 02 sessions . (10 districts)
5	17.01.2023	08	Physical Mode	The training programme was conducted in Conference Hall, Zilla Parishad, Ganjam, Chatrapur for District Panchayat Officers, Programme Managers (IT), Zilla Parishad, Computer Programmers (of all blocks) of Ganjam, Gajapati, Kandhamal, Kalahandi, Koraput, Malkanagiri, Nawarangpur and Raygada Districts in 02 sessions. (08 districts)
6	21.01.2023	01	Physical	The training programme was conducted at DPRC (District Panchayat Resource Centre) Baripada for District Panchayat Officers, Programme Managers(IT), Zilla

				Parishad , Computer Programmers (of all blocks) of Mayurbhanj District. (01 district)
7	02.02.2023	09	Video Conferencing in NICNET platform	The training programme was conducted in through Video Conferencing in NICNET platform for District Informatics Officers, Programme Managers(IT), Zilla Parishad and Computer Programmers (of all blocks) of Sambalpur, Baragarh, Nuapada, Sonapur, Bolangir, Sundergarh, Deogarh, Jharsuguda and Boudh Districts. (09 districts)

Presentation on process flow of the system and detailed discussions were followed by demonstration of the application in the training sessions. Total flow of meeting execution process starting from meeting initiation to receipt of Minutes of Meeting by the participants of the meeting through Sandes Mobile App were demonstrated to the participants.

During the interactive sessions on each training programme, technical/procedural doubts are clarified by the panel of Officers present for successful implementation of e-Panchayat Sabha Web Application.

## Photo Gallery



Training on 03.01.2023 at NIC, OSC, Bhubaneswar



DDG & SIO with the Group Head, Development Team and Participants on 03.01.2023



Principal Secretary, Officials of Panchayati Raj & Drinking Water Department, Government of Odisha and NIC, OSC, Bhubaneswar during training on 05.01.2023 through Video Conferencing in OSWAN Network



Training on 07.01.2023 through Video Conferencing NIC Network



Training on 12.01.2023 at SIRD, Bhubaneswar



Training on 17.01.2023 at Conference Hall, Zilla Parishad, Ganjam, Chatrapur



Training on 21.01.2023 at District Panchayat Resource Centre, Baripada



Officers from NIC, OSC, Bhubaneswar with Participants on 21.01.2023



Training on 02.02.2023 through Video Conferencing in NIC Network