



इलेक्ट्रॉनिक्स एवं  
सूचना प्रौद्योगिकी मंत्रालय  
MINISTRY OF  
ELECTRONICS AND  
INFORMATION TECHNOLOGY



एन आई सी  
National  
Informatics  
Centre

# Hon'ble Chief Minister of Odisha launched e-Panchayat Sabha for Panchayat Samiti

24<sup>th</sup> April, 2025



National Informatics Centre,  
Odisha State Centre  
Bhubaneswar

## Hon'ble Chief Minister of Odisha launched e-Panchayat Sabha for Panchayat Samiti

The e-Panchayat Sabha for Panchayat Samiti, designed and developed by the NIC, Odisha State Centre, Bhubaneswar is a digital workflow-based platform aimed at strengthening the process of conducting meetings at the Panchayat Samiti level by offering an efficient digital interface. The application is a significant step towards better governance, enabling effective monitoring and implementation of development schemes and social welfare measures.

The application was launched by Shri Mohan Charan Majhi, Hon'ble Chief Minister of Odisha, on 24<sup>th</sup> April 2025 at Talabania, Puri, on the occasion of National Panchayati Raj Diwas.

e-Panchayat Sabha digitally empowers Panchayat Samitis through improved meeting intimation mechanisms, comprehensive record-keeping, and streamlined data extraction, with seamless intra- and inter-departmental convergence of various schemes aligned with meeting agenda. Key features include system-generated notices with agenda and Minutes of Meeting (MoM), an attendance management system, and enhanced information sharing. These lead to improved transparency, accountability, and responsiveness in the activities and schemes handled by the Panchayat Samiti.

This bilingual platform covers complete meeting process—from initiation of meeting to communication of MoM to participants—integrated through the Sandes Mobile App.

### Functionalities:

The functionalities include

- System generated meeting scheduling with meeting
- 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
- Managing attendance
- Preparation of MoM using template
- Approval of MoM
- Sending of MoM to the participants of the meeting through Sandes
- User management
- MIS report generation
- Pushing of special agenda from higher level to PS level meeting
- Pushing of special meeting with agenda from higher level to PS level meeting

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### Features:

- Bilingual
- MIS reports
- More Interactive
- Dashboard
- Meeting ID Tracking
- Performance Ranking
- Auto calculate assistance
- Role Based and Process Based interface
- Configurable to implement PAN India

### Integration of Services

To achieve the aims and objectives of e-Panchayat Sabha, and enhance usability, the following services have been integrated with the application.

- AI Assistant Chatbot
- OTP
- Sandes (Government Instant Messaging System) mobile app
- SMS (Short Message Service)





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<https://odisha.nic.in> 

National Informatics Centre, Meity 

[/National Informatics Centre](#) 

National Informatics Centre, Odisha State Centre,  
Unit-IV, Sachivalaya Marg, Bhubaneswar-751001.  
Web: <http://odisha.nic.in>