



eoffice
A DIGITAL WORKPLACE SOLUTION



PAVING WAY FOR AN OPEN GOVERNMENT



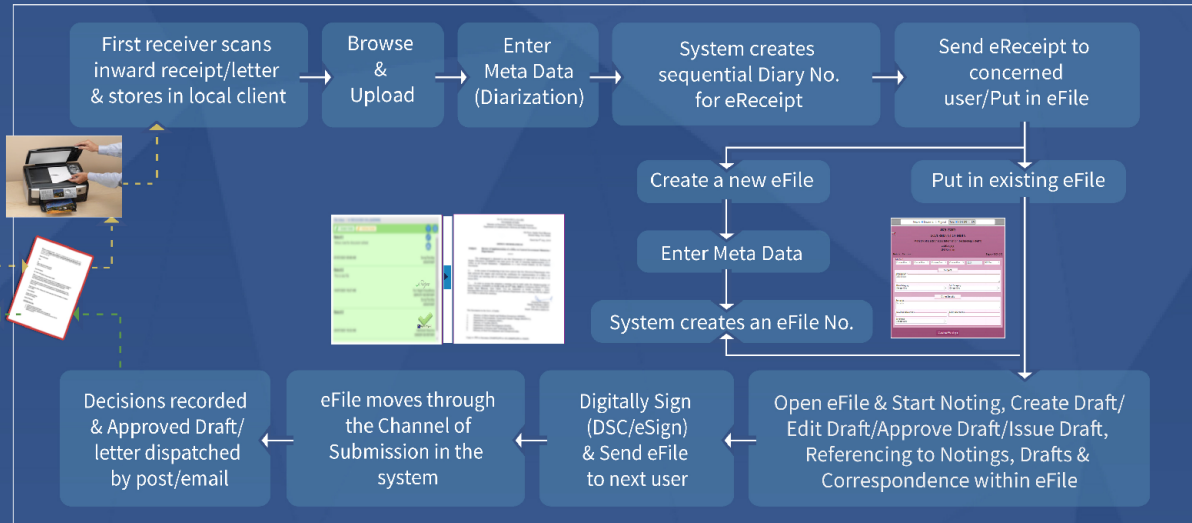
Ministry of Electronics &
Information Technology
Government of India

NIC एनआईसी
National
Informatics
Centre

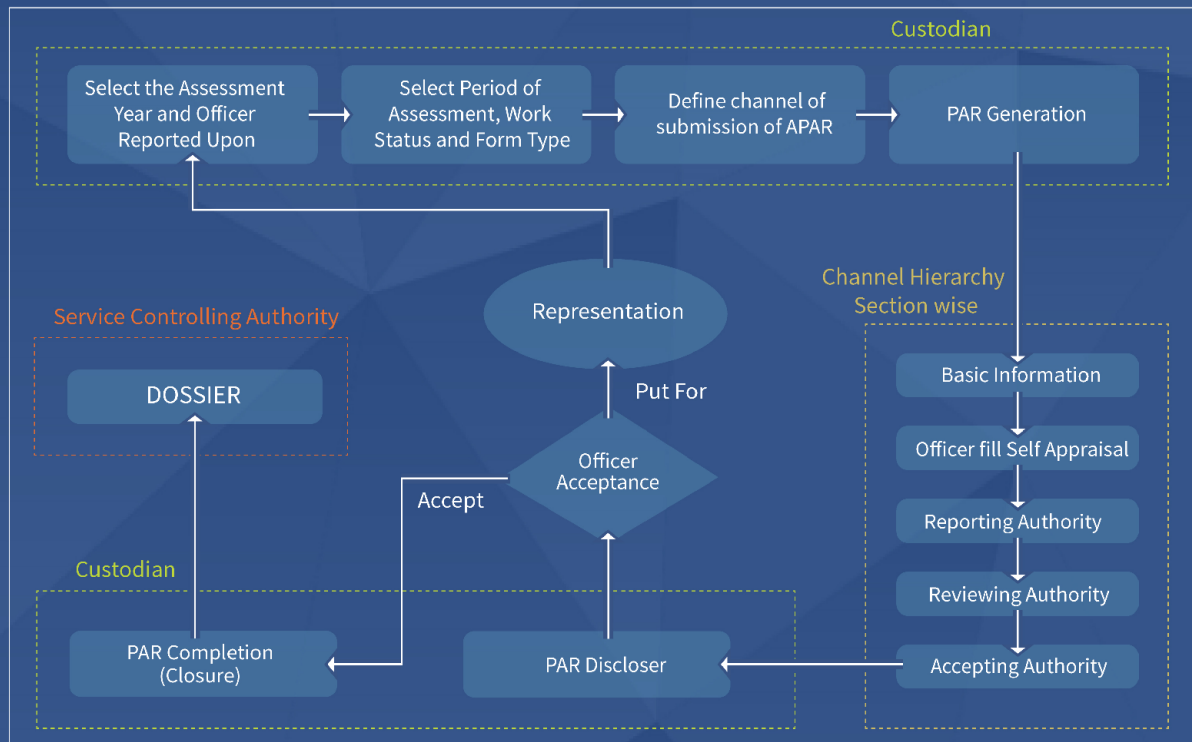
NATIONAL
INFORMATICS
CENTRE
NCSI
SERVICES INCORPORATED



eFile Process



SPARROW Process





File Management System (eFile)



RECEIPT DIARIZATION

eFile CREATION

MOVEMENT & TRACKING

DIGITAL SIGNATURES ENABLED

BECOME A PART OF IT

START USING eFILE

Knowledge Management System (KMS)

Central Documents Repository



Tagging

Workflow with
Knowledge
Manager Layer



Full Text
Search

API

Users

External Applications

Work From Anywhere (WAW)



Real-time information access
Realistic emulation of an office
Instant messaging & collaboration with other users

Confidentiality & Security
Business & Service Continuity
Flexible & Responsive Digital Workplace

Smart Performance Appraisal Report Recording Online Window (SPARROW)

Search Employee
for Appraisal

https://
Home>Employee Search

Assessment Period

Name

Code

Designation

Search Results

Creation of the
Work flow

https://
Home>Setting Hierarchy

Name:Code:Designation

Stand.	Repres.	Ref.
Active	Sr.no	Name

Continue

Generation of
eAPAR

https://
Creation of Workflow

Name:Code:Designation

Sr.	Form	ID	Code	Name

Generate Send

Filling & Forwarding
of eAPAR



eAPAR Approved
at Different Levels



eAPAR Viewed &
Completed



TRANSFORMATIONAL JOURNEY



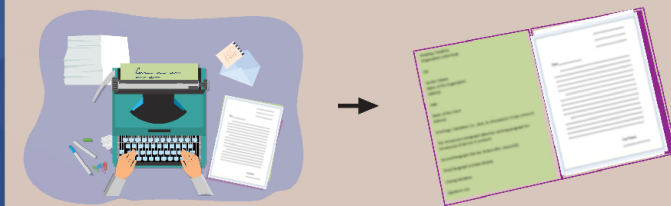
File Preparation



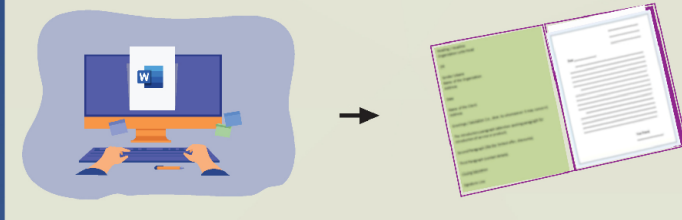
By Hand



Typewriter



Wordprocessor



eOffice

