Monthly Review Meeting by SIO with DIOs/ADIOs/ Group Heads through VC at Shimla on 6-October-2018

A Review Meeting of DIOs and Group Heads was held on 6th October, 2018 to discuss the new technologies, participation of NIC HP officers, cleanliness in offices, Usage of Hindi, new recruits, Social media coverage of Districts, DIA Awards, training requirements of officers, any kind of issues at official/personal level & participation and implementation of NIC flagship projects.

The Group Heads and NIC HP officers at Shimla were present in person and DIOs and ADIOs participated through Video Conferencing. The list of participating officers is given at the end of report. The main Agenda points for discussion were:

- VidyaKosh, Webinars- Status of Participation
- New Technologies – IOT (Chatbot, Parking Application, Land Records name search) and Data Analytics-identification of existing project for Data analytics
- Training Requirements of officers, if any
- Cleanliness Week, Maintenance, Declaration of obsolete items, Pending auction
- Digital India Awards-participation
- TechGov 2019-participation
- Social Media-NIC HP's contribution in content/ following/ contribution from Districts
- SWaaS-enrichment of content
- Implementation of eOffice, eHospital, eProcurement and DM Dashboard
- Migration of sites from shared hosting to NIC HP Mini Cloud-time schedule
- Security, Https, Audit, Audit Trail in SW-IP, Date/time/Username/ ProcessID/URL/Country/UserAgent
- Jan Manch, eSamadhan integration, Him Pragati
- Updating of MyDiary for District Level Officers.
- New Joinees, training, assignment of projects
- Admin issues if any.
- Any other Issues

Sh. Ajay Singh Chahal, SIO NIC HP welcomed the officers. He informed that NIC Himachal Pradesh has been selected second Best State for Swacchta (Cleanliness). He pointed out that this has been possible due to the participation of all officers of NIC HP as a team. He quoted that NIC HP's strength is Team work. The SIO discussed the following points:

- **VidyaKosh and Webinars:** The SIO requested all eligible NIC HP officers to complete at least 6 courses in Vidyakosh and one webinar.
- **New Technologies:** The SIO informed that NIC is stressing on new technologies and DG NIC has issued directions to work on AI and IOT. The SIO updated that Sh. Sandeep Kumar is working on Chatbot and once it is complete, it will be available for all applications. Meanwhile Sh. Sanjay Kumar and his team have developed a ChatBot for eHRMS. Work also is being done on Land Records name search across State using AI and Parking Application-LPR linked boom-barriers.
- **Training Requirements of officers:** The SIO informed that DG,NIC has asked seeking inputs from NIC officers from Districts for their training requirements. All officers must complete Vidyakosh courses and communicate their additional requirements.
- **Cleanliness Week:** The SIO requested all to take up cleanliness on mission mode and keep the offices clean. Cleanliness should cover removal of obsolete items, furniture

Machines, files etc for any help/ clarification Sh. Vimal may be contacted. The districts should go in for Plants, LED Lights and if there is any requirement of finances same should be informed.

- **TechGov 2019 and Digital India Awards:** The SIO appreciated the participation for TechGov 2019 awards and also requested all to participate in Digital India Awards.
- **Social Media**: The SIO informed that Himachal is at number 2 after Punjab for Twitter and Facebook publicity. Sh. Shailender Kaushal and Sh. Vimal Sharma who are coordinating the activity related to social media will have weekly meeting on every Saturday of week with FMS to review the progress. The SIO was of the opinion that there has been very less input from the districts, so each district should plan at least one event till December, 2018.
- **SWaaS**: The SIO requested DIOs/ADIOS that now we should enrich the contents, especially related to tourism. For that the DIOs should have look at good sites for reference.
- **Shared Hosting**: The SIO was happy to inform that Himachal Pradesh has completed the target for discontinuing shared hosting. Now the plan is to concentrate of Security Audit and HTTPs. The SIO also added that all the new applications should have Audit Trail by capturing IP, Date/time/Username/ ProcessID/URL/Country/UserAgent etc.
- **New Joinees:** The SIO updated that 4 new recruits will be joining NIC Himachal. All these new recruits are highly qualified and plan is to associate them with new technologies. All the new officials will attend the trainings being conducted by NIC HQ/ State Unit.

Thereafter, the SIO enquired about any other issues related to Admin Section or any other general issues. He added that in case of any issue that should be brought to his knowledge immediately.

Thereafter DIOs updated the work being carried out as per agenda items. All the DIOs Updated status related to above points. They also assured that they will complete **VidyaKosh** courses by December 2018. All the DIOs also assured that they will complete at least one event for **Social Media** by December 2018. Most of the DIOs desired trainings on Open Source, Financial Management etc. It was unanimously decided that initially all the officers should try to complete the courses being offered on Vidyakosh, as there are courses available across multiple domains. Thereafter, specific training requirements may be informed. All the DIOs updated that they are very particular about cleanliness and will get in touch with Sh. Vimal Sharma for guidance related to removal of Old Items, furniture etc. After DIOs, Group heads updated about the activities being undertaken by them.

Following decisions were taken during the meeting:
- Sh. Vimal Sharma will look into the procurement of ACs through OE. He will guide Districts regarding disposal of old hardware/ items. All pending obsolete equipment must be auctioned and declared obsolete during the current year by December 2018.
- Sh. Vimal and Sh. Shailender will hold weekly meeting with NIC Districts and FMS staff regarding publicity on social media (like/follow).
- For social media publicity, every District should plan at least one event by December, 2018. Some Districts are already having planned events, they may cover two events by target date.
- Sh. Vimal Sharma will share social media content guidelines will all districts.
- Group Heads must ensure, https, cyber security audit, closing of PT tickets.

The meeting ended with a vote of thanks.

List of Participating Officers (06-October-2018)

Sr. No.	Location	Name	Designation
1.	Shimla	Ajay Singh Chahal	SIO/Scientist-F
2.	Shimla	Lalit Kapoor	GH/ ASIO
3.	Shimla	Sandeep Sood	GH/Scientict-E
4.	Shimla	Vijay Kumar Gupta	GH/Scientist-E
5.	Shimla	Sanjay Sharma	GH/Scientist-E
6.	Shimla, CGO	Sanjay Kumar	GH/Scientist-E
7.	Shimla	Shailender Kaushal	GH/Scientist-E
8.	Shimla	Sandeep Kumar	Scientist-E
9.	Shimla	Vimal Kumar Sharma	Scientist-E
10.	Shimla	Sanjeev Kumar Gupta	Scientist-D
11.	Bilaspur	Rakesh Kumar	DIO Bilaspur
12.	Chamba	Virendra Pratap Gupta	DIO Chamba
13.	Hamirpur	Vinod Garg	DIO Hamirpur
14.	Hamirpur	Bhupinder Singh	ADIO Hamirpur
15.	Kangra-Dharamshala	Bhupinder Pathak	DIO Kangra
16.	Kangra-Dharamshala	Akshay Mehta	ADIO Kangra
17.	Kullu	Brijender Dogra	DIO Kullu
18.	Kullu	Rajeev Kumar	ADIO Kullu
19.	Mandi	Akhilesh Bharti	DIO Mandi
20.	Shimla	Pankaj Gupta	DIO Shimla
21.	Sirmaur	Vijay Kumar	DIO Sirmaur
22.	Sirmaur	Mohan Rakesh	ADIO Sirmaur
23.	Solan	Sanjeev Kumar	DIO Solan
24.	Una	Sanjeev Kumar	DIO Una
25.	Una	Anurag Gupta	ADIO Una
26.	Shimla	Hamender Lal	JSA, Admin, Shimla