



II-H. Information Technology and e-Governance

1. INTRODUCTION

Under the Information Technology and e-Governance programme, the existing procedures and processes are planned to be converted into a *citizen centric mode* in a holistic approach, through accelerated usages of Information Technology.

IT Action Plan of DSIR was worked out in May 2003 and for its implementation, a separate IT Budget Head was created, which became operational in FY 2004-05.

2. IT ACTION PLAN

IT and e-Governance activities in the department are in line with Government directives and a comprehensive IT-Action Plan has been formulated as under:

- *Infrastructure Development:* Provide and maintain Personal Computers (PCs) essential IT-equipment and software covering all functionaries.
- *Networking:* Upgrade and maintain 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 the 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 the IT Committee were organized regularly to seek guidance/ approval on procurement of IT related hardware and development of application software. The details of achievements of the programme are given below:

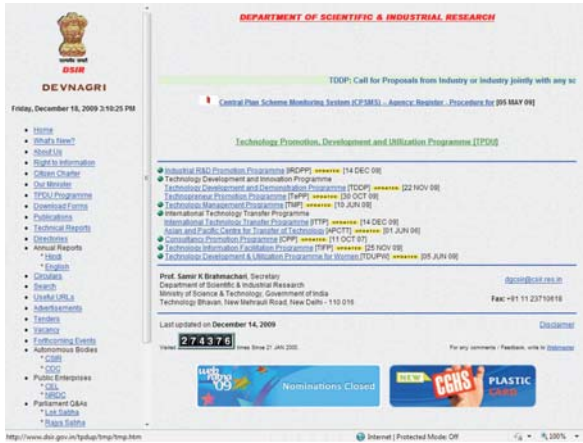
3.1 DSIR Website

The Department's website, <http://www.dsir.gov.in>, is continuously being updated. The main components of the site include: What's New; About Us including Administrative, Organizational and Functional Structure, Telephone and Email Directory; Annual Report; Demand for Grants, Citizen Charter; Ministers; TPDU Programme; Download Forms; Publications; Technical Reports including Executive Summaries of 162 Technical Status Reports; Forthcoming Events; Links to Parliament Q&As; Useful URLs; Advertisements; Tenders; Vacancy; Directories; Autonomous Bodies (CSIR and CDC); Public Enterprises (NRDC and CEL). The website also has a search facility and



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an email link for receiving feedback/comments/suggestions. A separate section on Right to Information has been provided relating to the Department listing proactive disclosures under the Right to Information Act, 2005 enacted on June 15, 2005.



3.2 IntraDSIR

- IntraDSIR- remains an effective messaging client intended to eliminate flow of paper-based intra-office/inter-office memo and similar documents. The built-in features of INTRADSIR include features such as bulletin board service, employees information, e-leave submission and thought for the day. It also acts as a secured access site to all other applications.
- Instant Messaging facility consists of a 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, is a centralised repository of all the documents and remains as a system for diaring and file movement.
- Central Information System (**CINFOSYS**) provides the historical or time series data on various aspects of the Grant-in-aid Scheme of the Department.
- A Public Grievance Redress and Monitoring System (**PGRAMS**) designed and developed by National Informatics Centre (NIC) as per guidelines of Department of Administrative Reforms and Public Grievances (DAR & PG) is in place in the Department. Being a WEB based system; it is centralized and remain available to the public as **CPGRAMS**. Within the Department, it is accessible through IntraDSIR/ExtraDSIR

- Procurement and Inventory Management system 'PIMS' to maintain the inventory status of general stationary items, consumables of computers, etc remained functional and used for proper utilization of such items.
- 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.

3.3 ExtraDSIR

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





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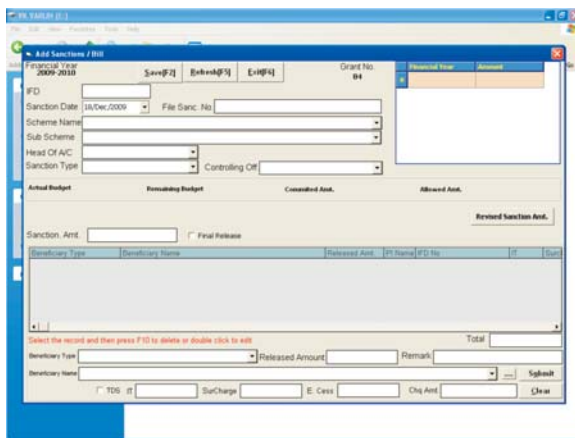
Centralized Public Grievance Redress and Monitoring System.

3.4 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. Therefore, a VLAN over a logically segmented switched network for DSIR was planned and the required switches were procured. This VLAN is being created at Technology Bhavan with the help of NIC. In addition to switches, the necessary hardware comprises of a Rack and two Rack mount servers were also procured and installed which are in operation at Technology Bhavan. A three level Security Architecture has already been adopted that includes authentication, use of cryptography/ Encryption and allowing access to IP-restricted services.

3.5 Integrated Finance, DDO and Utilization Software (IFDUS)

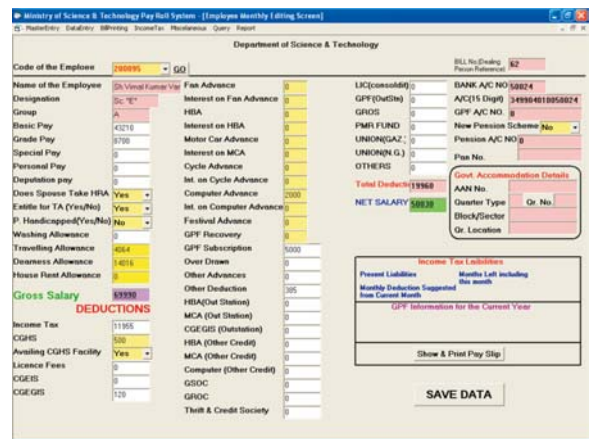
Integrated Finance, DDO and Utilization Software (IFDUS) is being developed and preparation of bills for Grant-in-Aid is under testing. The preparation of bills for Salary, Contingency, TA/DA and LTC Advance and Other Advances is under development.



Bill No.	Financial Year	Period of Account	Particulars	Amount	Released Amount
13/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	220000
14/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
15/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
16/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
17/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
18/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
19/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
20/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
21/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
22/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
23/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
24/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
25/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
26/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
27/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
28/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
29/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
30/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000
31/Dec/2009	2009-2010	31/12/2009	DSIR, TSP/44/19/123	200000	200000

3.6 Composite Pay Roll System

A Composite Pay Roll System, developed in-house, has been installed, configured and is under testing 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.



Month	Basic Pay	Dearness Allowance	House Rent Allowance	Other Allowances	Total
MARCH	4180	870	0	0	5050
APRIL	4180	870	0	0	5050
MAY	4180	870	0	0	5050
JUNE	4180	870	0	0	5050
JULY	4210	870	0	0	5080
AUGUST	4210	870	0	0	5080
SEPTEMBER	4210	870	0	0	5080
OCTOBER	4210	870	0	0	5080
NOVEMBER	4210	870	0	0	5080
DECEMBER	4210	870	0	0	5080
TOTAL	51240	10440	0	0	61680