



Vol. 1 | No. 8  
July 2003

## InfoDrive

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- **EGovernance News**

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## InfoDrive



The eGovernance Cell has been specifically initiated to further the eGovernance efforts of the state along with tackling issues and fighting the constraints that come in the way.

The state has already made some significant achievement in its drive for IT including an effective IT policy and successes such as the GSWAN, RTO Checkpost Computerisation and Computerisation of key departments such as Revenue & Panchayats.

GIL has also grown in stature & responsibility and is now a dynamic agency with a strong commitment to spearhead the application of IT to improve Government processes and deliver effective & efficient governance to the citizens. Large-scale architecture projects such as the e-Databank and the Citizen Card project, and citizen centric projects such as the eSeva & Mahiti Shakti are the next major milestones for GIL.

Adapting to a rapidly changing market and developing society will require a further thrust to our efforts and more intelligent planning to ensure maximum Return on Investment for the Government, and in turn, to the citizen at large.



# Objectives

The objective of the project is to collect the information on computerization of all Govt. offices.

The objectives in details are as follows.

1. The project aims at collecting ground information with regards to the actual Computerisation in various Government offices in all the districts and Talukas of the state. This has to be done in a planned manner to ensure the validity and ingenuity of the information and complete reliability for further analysis.

2. Collate the information and draw strategic analysis as regards the trends and status of IT usage in the Government at all levels and in all departments.

4. Give a comprehensive analysis and conclusions from the information collected to the Government for long-term planning.

Information needs to be collected on various components including the infrastructure, software, usage of IT, training of personnel, redefining of processes and most importantly, re-aligning of attitudes.

# Road Map

The entire road map for this project has been devised into two phases as follows:

## Phase I:

We intend to cover approximately 340 HOD / Divisions / Boards / Corporations at Gandhinagar and Ahmedabad (Headquarter).

## Phase II:

Cover other 775 offices (approx.) across the state at district level, which includes District offices and Sub offices of various Departments and HODs.

## Future Scope:

Depending on the results achieved, we may extend the scope of the drive to cover Taluka level offices & make it a regular exercise, subject to Government support.

## Plan of Action

It is proposed that such an exercise be carried out by GIL. We propose to engage the services of appropriate people on project basis to carry out the project.

Following is the proposed plan of action:

1. Engage two experienced/expert personnel to plan and coordinate the project at GIL. These could be MBA graduates/ trainees or experienced personnel willing to provide project based services.
2. Prepare the basic draft/plan of the project and freeze the blueprint with the identification of deliverables.
3. Communicate with engineering colleges and management institutes in the state, and engage approximately 50 people on project basis. The idea is to have 25 teams of 2 people each (1 management

Trainee) for the 25 districts.

4. Mobilize the entire project with an initial workshop for the entire project team.

5. Establish a clear reporting mechanism with regular feedback sessions at GIL. Review the progress of work periodically.

6. Invite for inputs from relevant offices (NIC, Govt. departments) and experts willing to help.

Various private/public parties may also be involved and co-ordinate with to ensure a big picture approach to the project and achieve strategically significant results

## Input Document

The Input Document is one of the most important document related to this project and is used for gathering information.

The information would be gathered (segregated into various sections) from all government departments, up to Taluka level. Various sections have been defined to segregate the information to be collected. These are as follows:

1. Office Information
2. IT Policy & Plan
3. Hardware
4. Software
5. IT Projects





The various section has been sub-divided as follows:

**Section I: Office Information**

- Head of office & Details
- Contact / Resource Persons
- Administrative hierarchy and structure
- Computerization status
- Observations

**Section II: IT Policy & Plan**

- Awareness about the State Government's IT policy
- IT Plan (Present & Future)
- IT Manpower – Availability & allocation
- Citizen charter
- Awareness
- Implementation (Manual/ IT enabled)
- Cost & Impact

**Section III: Hardware**

- No. of PCs in Offices & purchase details
- Server Details & Usage
- Peripherals & Networking Components

- Networking
- Network Type
- Network Utilization
- GSWAN Connectivity & Facilities
- Internet Connectivity & details
- Maintenance Details
- AMC Policy
- Spending on Maintenance
- Adhoc Jobs details

**Section IV: Software Products**

Operating systems, Office automation packages, Database, Antivirus, Multimedia, Bilingual, Design / Solutions software

**Applications**

Total Solution Provider, Common Modules, Citizen centric Applications

**Website Development**

Development details, Content, Hosting

**Operations & Maintenance (O&M)**

**Section V: IT & Computerization Projects**

- Project Details
- Developing Agency & details
- Technical Details
- Project status & implementation details
- Project Funding
- Future Projects

**Section VI: Training & Attitude**

- Language (English) & Computer skills
- Identification of Training Needs
- Status of Training in the office (Policy & Otherwise)
- Attitude towards IT (Using computers & software)
- Initiatives in Training
- Utility of Training
- Confidence in digital data



# Deliverables

The Data Collected will provide key insight on the current status of Automation & Computerization in Government.

It will provide reports and analysis for.

- Policy/Decision making - CM Office, Planning Dept.
- Action Plan/Next Steps - Individual departments
- IT Proliferation & Development - GIL/IT Division

## District Offices

The following district Offices were involved in the survey.

- District Industries Center
- District Ruler Development Agency
- District Superintendent Of Police
- Executive Engineer (R & B)
- Executive Engineer (Irrigation)
- District Health Officer
- District Planning Officer
- District Agriculture Office
- District Animal Husbandry Office
- District Register Co Operatives
- District Treasury Office
- District Inspector Of Land Records
- District Statistical Officer
- Panchayats Office
- Municipality
- Prant Office
- Mamlatdar Office (City)
- Civil Surgeon
- City Survey Office
- Employment Office
- Forest Dept

- LAQ(Irrigation)
- Geology & Mines
- Social Welfare Office
- District Education Office
- Gujarat Electricity Board
- Sub Registrar Office
- State Transport Depot
- Water Supply Dept

## Reports for CMO

The following reports are being generated for the Chief Minister's Office.

- No. offices are online?
- No. physical locations are connected to GSWAN?
- No. departments have video conferencing facility?
- Interface between C. M. Office & other Government officers.
- Number of IPs in each district? (Virtual LAN)
- No. of employee communicating by using electronic media?
- District wise Expenditure for IT.



- What level of employee use electronic media for communication?
- E-Mail or Internet usage by Government officers.
- IT budget allocated for each district.
- Departmental IT budget & expenditure.
- How many computer, servers, electronic gadget are there in each district/department.
- Status of computerization projects undertaken at the departmental & district level.
- Training imparted for familiarization with IT.
- CIOs & List of other key people.
- How many department have web sites OR web pages? How many officers are aware of it?
- No. of citizen centric & departmental application run by the department.
- No. of information kiosks/center.
- Citizen Charter & its implementation status.

- Revenue generated & benefit to the citizen by the use of IT
- Major IT Company involved & leading player among them.
- Details on Disaster management cell using IT in each district.
- Willingness of the people & employee to adopt IT.
- Developmental activities carried out in each district & department. (In-house/outsource)
- How many Government office has EDP cell?
- Steps taken for promotion of IT in each department & district.
- Actual dissemination of the information because of IT.

### Reports for Departments

The following reports are being generated for the Departments.

- Category wise detailed status sheet
  - Hard ware & AMC
  - Soft ware – repetition & application
  - Websites
  - Database
  - People Trained

- Network
- TSP status
- Computer literacy:
  - No. of people acquainted with IT
  - No. of people who are ready to accept IT
  - No. of people who are not ready to accept IT
- Bilingual software
- Training (policy)
- Utility of IT – Customized & General
- Percentage usage of IT hardware & resources.
- Common modules implementation.
- Software products.
- Application – Networked, Stand alone ,client server.
- Private Player involved / Third party.
- Interdepartmental comparison of Department on certain parameter.
- Budget/Spending on IT.
- List of people –proactive.
- Technical Personnel/Resources.
- Recommendations.
- Websites/WebPages.
- E-Mail address.





**Reports for GIL**

The following reports are being generated for the use of GIL.

- Report across the entire Database.
- Level wise Reports for Hardware , Software Products/ TSP status.
- IT budget allocation & spending patterns.
- IT plans of various offices.
- Projects- Next steps.
- Decision maker in office.
- Key People.
- Technical service/ personnel.
- Training Requirements.

**Current Status of InfoDrive**

- Offices Surveyed: **700**
- Status of Districts' survey:

Sr.No.	Districts Completed	Districts – under process
1.	Ahmedabad	Kutch
2.	Amreli	Navsari
3.	Anand	
4.	Banaskantha	
5.	Dahod	
6.	Dangs	
7.	Gandhinagar	
8.	Junagadh	
9.	Jamnagar	
10.	Kheda	
11.	Mehsana	
12.	Patan	
13.	Panchmahal	
14.	Porbandar	
15.	Sabarkantha	
16.	Surendranagar	
17.	Vadodara	

<b>Districts Completed</b>	17
<i>Districts Not completed</i>	2

**Hon'ble Chief Minister's " *New Mantra*"  
for  
Information Technology (IT)**

**IT + IT = IT**  
**Indian Information India**  
**Talent Technology Tomorrow**



## eReadiness

Southern states like Karnataka, Tamil Nadu and Andhra Pradesh besides Maharashtra are the leading states in the country in terms of e-preparedness composite index while Delhi is the number one state based on network access followed by Chandigarh.

According to "India -- E-Readiness Assessment Report 2003", these four states come in the categories of 'Leaders' while in the category of 'Least Achievers', states and UTs like Assam, Jharkhand, Lakshadweep, Bihar, J&K, Sikkim, Arunachal Pradesh, Nagaland, Daman and Diu, Manipur, Dadra and Nagar Haveli have been placed.

**Gujarat**, Goa, Delhi and Chandigarh have made it to the category of 'Aspiring Leaders' while the report has put West Bengal, Uttar Pradesh and Kerala as the "Expectant" states.

Madhya Pradesh, Punjab and Pondicherry are the "Average Achievers" while Haryana, Rajasthan, HP, Uttranchal, Chhattisgarh, Orissa, Mizoram, Tripura, Meghalaya, Andaman & Nicobar Islands are the "Below Average Achievers", the E-readiness report says.

However, in the categorization of the states and UTs based on index of e-governance, the report has placed AP, Karnatak, TN and Gujarat as Level 1.

E-readiness is the degree to which a country is prepared to participate in the networked world. It would demand the adoption of important applications of Information and Communication technologies in offering interconnectedness between government, business and citizens, the report said.

In the category of states and UTs based on Network Learning which refers to the percentage of schools, colleges and universities having access to internet, ICT courses, Chandigarh, Maharashtra, Delhi, Karnatak and TN lead the table.

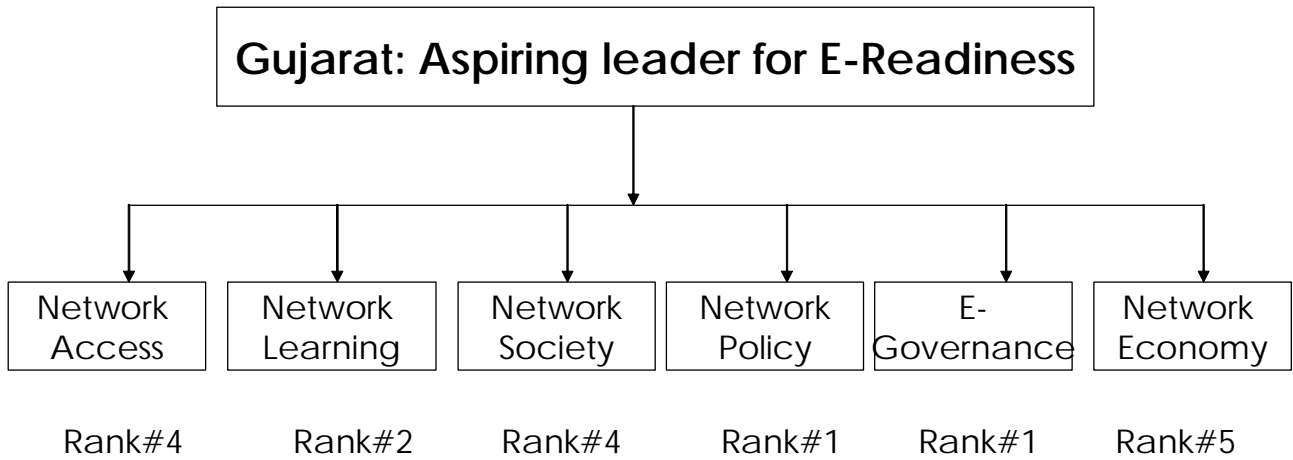
In terms of e-readiness assessment of Central Ministries, Commerce department is the number one among the large ministries followed by IT department with Animal husbandry department is the least prepared for e-readiness.

In the relatively small size departments, Department of Administrative Reforms and Public Grievances tops the list followed by Cabinet secretariat while in the mid-size ministries, Ministry of Non-Conventional Energy Resources and Ministry of Defense's supply and production division are the leaders, the report says.

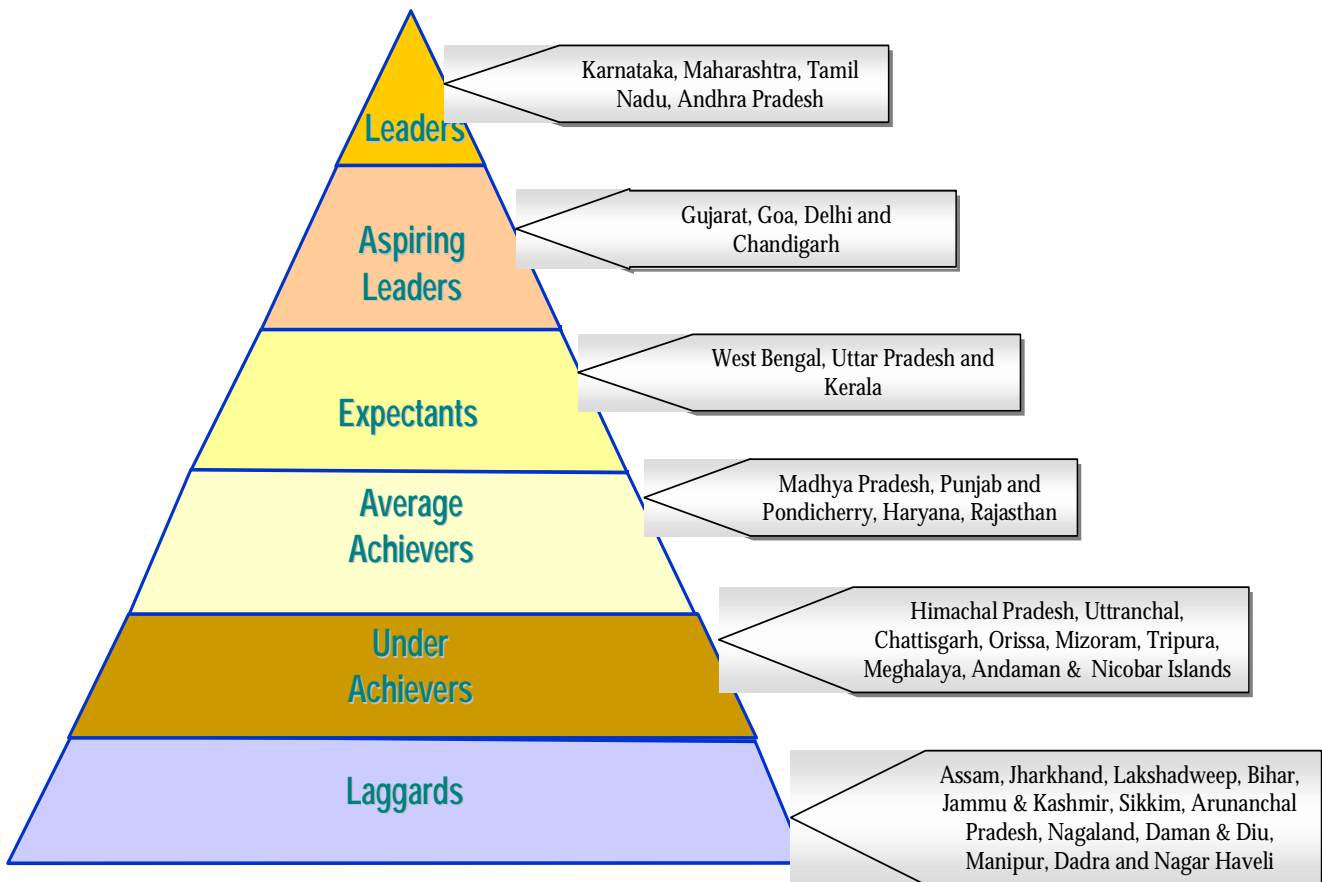


# eReadiness

## Gujarat's Standing



## E-Readiness - Indian States





Web Corner

**InfoDrive**

[www.infordrive.gswan.gov.in](http://www.infordrive.gswan.gov.in)

**North Gujarat University**

[www.ngu.ac.in](http://www.ngu.ac.in)

**General Admin. & Planning**

[www.gujgadplanning.gov.in](http://www.gujgadplanning.gov.in)

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