

Immediate
Time Bound

No.D.19016/5/12-G/IT Cell
Government of India
Ministry of Health and Family Welfare
Directorate General of Health Services
I.T Cell

Room No. 443 'A' Wing,
Nirman Bhavan, New Delhi
Dated the 28th September, 2017

Office Memorandum

Subject: Minutes of the meeting held on 20th September 2017 at 12:30 PM
under the Chairmanship of JS(RM) to discuss the various issues
relating to updation/completion of pending work of Directorate's
website.

Copy of the Minutes of the meeting for discussing the updated status of
implementation of National Programmes on Dte.GHS website is hereby
circulated for information and necessary action.

2. A copy of the minutes is also available on Directorate website
dghs.gov.in-->Circular/Notice/Minutes-->Minutes Section

Jitender
(Jitender Singh)
Deputy Director (Admn)
011-23062814

To

1. All DDGs/Advisers/National Programme Managers
2. All Directors
3. Media Consultant
4. Deputy Director (O&M Section)
5. M/s NetCreativeMind
6. PS to JS (RM)

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Minutes of the meeting held on 20th September at 12:30 PM under the Chairmanship of Joint Secretary (RM) to discuss the various issues relating to updation/completion of pending work of Directorate's website.

The meeting was held as scheduled under the Chairmanship of Shri Rajiv Manjhi, Joint Secretary (RM) to discuss various issues relating to updation/completion of pending work of Directorate's website. The list of participants is enclosed.

2. At the outset Chairman welcomed the participants and proposed to review the decision taken in the last meeting held on 7th July 2017. Therefore, he invited the participants to give an update and also furnish their comments about the contents on National Programmes presently updated on the Directorate's website. Wide ranging discussions were held during the meeting covering the aspects like structure of the website, quality of photographs, delay in uploading, and non-updation of data on the website as data is as old as a year etc. Ms.Navinta, M/s NetCreativeMind has informed that due to STQC certification, some of the modification/updation of website could not be done as decided in the last meeting dated 7th July 2017. After discussion on the points raised by the participants, following decisions were taken during the meeting.

(i) Slides show will be in full length of web page below top-up menu bar of home page of the website. A demo on local server was displayed by the M/s NetCreativeMind. Good quality images will be provided by the Programmes Divisions of the Directorate to Vendor, IT Cell through Media Consultant.

-Action (Media Consultant/M/sNetCreativeMind/Program Divisions/IT Cell)

(ii) First (top) row of collage will be removed from home page and be displayed on all pages of the website. Efforts will be made to make a new collage with the help of M/s NetCreativeMind. The representative of all program divisions have assured that the one image each will be provided to Media Consultant depicting activities of their division.

-Action (All program Divisions/Media Consultant/M/s NetCreativeMind)

(iii) NVBDCP requested that the name of National Vector Borne Disease Directorate should also be included under subordinate offices and it's web-link should be provided.

-Action (IT Cell/Media Consultant)

(iv) IH Division informed that under the sub-menu "Division" the name of IH Division be inserted.

-Action (IT Cell/Media Consultant)

(v) The organisation chart available on the website has not been updated for the last several months and contains old information. It was decided that matter may be taken up with the concerned division for providing updated organisation chart for uploading on the website.

-Action (O&M Section/IT Cell)

(vi) Suo-moto disclosure under Section 4 of the RTI Act 2005 has not been made available for uploading on the website. Such material for uploading by the Divisions have not sent with the prescribed meta-data form with due approval of the DDG concerned due to which the material could not be got uploaded. After discussion, it was advised to all the participants that updated data with filled in meta-data form and after taking approval of DDG will be sent to Media Consultant

-Action(Media Consultant/Program Division/IT Cell).

The chairman, concluded the meeting by advising the participants to update the status and information about the National Programmes being implemented by respective Division in a time bound manner within a week and send the same with approval of their DDG to Media Consultant/Web Information Manager for uploading by 29th September 2017.

The meeting ended with a vote of thanks to the Chair