

**Government of Rajasthan  
Department of Information Technology & Communication  
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F5(433)/DoIT/Tech/10/245)

Jaipur, dated: 20.10.2010

**Minutes of the meeting of Nodal Officers (IT&Websites) of all the  
Government Departments/PSU/Boards & Corporations held on 14<sup>th</sup>  
October, 2010 in Conference Hall, Yojana Bhawan, Jaipur.**

A meeting was held under the chairmanship of Shri Sanjay Malhotra, Secretary and Commissioner, IT&C on 14<sup>th</sup> October, 2010 from 2.00 PM to 6.00PM in two batches in Conference Hall, Yojana Bhawan to discuss the role and responsibilities of Nodal Officers(IT) of State Government departments and issues regarding regular updations of the contents on the respective department websites. Nodal officers of about 70 departments had attended the meeting .

The record of discussions and decisions taken in the meeting are as follows:

1. The review meeting should be attended only by the Nodal officers(IT).
2. Chief Secretary, Government of Rajasthan has seriously viewed the non-appointment of Nodal Officers(IT) and this may be given top priority. Nodal officer(IT) would be responsible for all the IT initiatives of the Department along with updation and maintenance of websites.
3. The details of the Nodal officer(IT) i.e name, designation, contact no., email address is mandatory on every website.
4. It has been seen that though the date of last updation is changed the contents are not updated. Regular updation is essential and a mechanism to review the contents of the website has to be developed by the department.
5. To impart basic computer knowledge to the Nodal officers (IT), first training batch is scheduled to be organized from 25<sup>th</sup> October, 2010 in 20 half day session (9.30 A.M. to 1.30 A.M.).
6. The training program for web designing development and Updation would be organized from 25<sup>th</sup> October, 2010 in 10 half day session.
7. Nominations may be sent by the Departments for both training programs to DoIT&C.

8. Evaluation parameters for the website viz. page layouts, contents of website and quality of content were discussed. The parameters would be sent to the departments for evaluation of their respective websites through email and also made available on the official website of DoIT&C in the "Employee's Corner". Departments are expected to fill the desired format and sent it to DoIT&C in stipulated time frame.
9. One full day Orientation Training session on "Indian Government Websites Guidelines" would be organized by NIC on 11<sup>th</sup> November, 2010 (2<sup>nd</sup> Thursday) for the officer / officials web developers of the concerned department, who have developed, developing or maintaining their website in-house are to attend this orientation training.
10. RajComp has converted the websites of the following departments (Annexure 'A'). The departments may check the contents so that the old website may be replaced by newly developed websites.
11. A session on utilization of 3% plan funds and identification of two services of the departments may be taken up in the next review meeting.

The meeting ended with thanks to the chair.

27-2-11

**Secretary & Commissioner , IT&C**

**Copy forwarded to following for information and necessary action:**

1. All Principal Secretaries/Secretaries/Directors/Head of the Departments/Nodal Officers(IT)
2. PS to Principal Secretary (IT&C)
3. PA to Secretary (IT&C)
4. PA to MD RajComp
5. OIC(Website), IT & C



**Additional Director**

## ANNEXURE - A

### List of Websites redeveloped by Rajcomp

<b>S. No.</b>	<b>Name of Departments</b>	<b>URL of the website</b>
1.	Agriculture Department	<a href="http://rajasthankrishi.gov.in">http://rajasthankrishi.gov.in</a>
2.	Animal Husbandry	<a href="http://animalhusbandry.rajasthan.gov.in">http://animalhusbandry.rajasthan.gov.in</a>
3.	CAD (Command Area Development), Bikaner	<a href="http://cad.rajasthan.gov.in">http://cad.rajasthan.gov.in</a>
4.	Economics & Statistics	<a href="http://statistics.rajasthan.gov.in">http://statistics.rajasthan.gov.in</a>
5.	Employee State Insurance Scheme	<a href="http://esi.rajasthan.gov.in">http://esi.rajasthan.gov.in</a>
6.	Evaluation	<a href="http://evaluation.rajasthan.gov.in">http://evaluation.rajasthan.gov.in</a>
7.	Khadi Board	<a href="http://rajkhadi.org">http://rajkhadi.org</a>
8.	Raj Electricity Regulatory Commission	<a href="http://rerc.gov.in">http://rerc.gov.in</a>
9.	Raj Finance Corporation	<a href="http://rfconline.org">http://rfconline.org</a>
10.	Raj Housing Board	<a href="http://rhbonline.com">http://rhbonline.com</a>
11.	RCDF	<a href="http://sarasmilkfed.coop">http://sarasmilkfed.coop</a>
12.	RPSC	<a href="http://rpsc.gov.in">http://rpsc.gov.in</a>
13.	RSOS (Raj. State Open School)	<a href="http://rsos.org">http://rsos.org</a>
14.	Tribal Area Development	<a href="http://tad.rajasthan.gov.in">http://tad.rajasthan.gov.in</a>
15.	Watershed	<a href="http://watershed.rajasthan.gov.in">http://watershed.rajasthan.gov.in</a>

