

GOVERNMENT OF RAJASTHAN
Department of Information Technology & Communication

क्रमांक: एफ.5(1140)/डीओआईटी/टेक/2018/पार्ट-2/02006

दिनांक: 28/05/2021

कार्यालय आदेश

सूचना प्रौद्योगिकी एवं संचार विभाग की वेबसाइट के विभिन्न भागों में उपलब्ध सूचनाओं का निरन्तर अद्यतन किया जाना आवश्यक है। वेबसाइट के विभिन्न भाग/वेबपेज में अद्यतन किये जाने हेतु संबंधित प्रभारी अधिकारी/जिम्मेवार टीम का निर्धारण किया जाकर एक Responsibility matrix बनाई गई है। संबंधित प्रभारी अधिकारी ये सुनिश्चित करेंगे की उनके प्रभार से संबंधित वेबपेज में समय-समय पर अद्यतन/संशोधन किये जाने हेतु सूचना एवं आवश्यक सामग्री वेबसाइट सेल को उपलब्ध करवाई जाए।



(विरेन्द्र सिंह)

आयुक्त एवं विशिष्ट सचिव

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प्रतिलिपि: सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है—

1. निजी सचिव, प्रमुख शासन सचिव, सू.प्रौ और संचार विभाग, राज, जयपुर।
2. समस्त ग्रुप हेड/परियोजना अधिकारी, सू.प्रौ और संचार विभाग, राज, जयपुर।
3. संबंधित अधिकारी/कर्मचारी।
4. प्रभारी अधिकारी, वेबसाइट, वेबसाइट पर अपलोड हेतु।
5. रक्षित पत्रावली।

(ज्योति लुहाड़िया)
अतिरिक्त निदेशक

Responsibility Matrix for the Updation of various sections of the DoIT&C Website

Menu	SubMenu	Sub-sub-menu	Responsible Team
Home			Website Cell
About Us	Department Profile	History	Coordination Cell
		Objective	Coordination Cell
		Functions	Coordination Cell
		Tenure of Department Heads	Coordination Cell
	Vision		Coordination Cell
	Organization Chart		Establishment Cell
	IT Cadre	Seniority List	Establishment Cell
		Recruitment Rule	Establishment Cell
		Civil List	Establishment Cell
		Recruitment	Establishment Cell
	About DoIT&C Portal		Establishment Cell
	Today's Birthday		Establishment Cell
Documents	Acts & Rules	General	Establishment Cell
		Rajasthan Computer State and Subordinate Service Rules	Establishment Cell
	Circular & Notices	Minutes of Apex Committee Meeting	SEMT Cell
		Orders pertaining to constitution of various committees by the Government under e-Governance initiatives of the State	Coordination Cell/All OIC Projects
		(UID -Aadhar)- Circulars and orders	OSD - UID
		(UID -Aadhar)-Finance and Budget	OSD- UID
		e-Procurement	OIC e-Procurement
		Mobile Services	OIC Mobile applications
		General	All OIC Projects
		General	All OIC
	Policies and Guidelines	e-waste Policy	PMU Cell and Store
		Website Policy/Guidelines	Website Cell
		Raj e-sign	OIC E Sign
		Training of Government employees	OIC Training

		Guideline for IT and e-governance, purchase of computers	Procurement Cell
		Circulars	PMU Cell
		Web Hosting policy for RSDC	RSDC
		Downloads	All OICs
		IT & ITES Policy	PMU cell
	Budget & Announcements	Implementation Status of Budget Announcements-Year wise	Coordination cell
		Budget Allocation with Expenditure-Year wise	Accounts Cell
		Budget for Districts	District Coordinator
	Annual Progress Reports		Coordination Cell
	Publications	IT Platform and Building Blocks	All OICs
	A-Z index		
Media Zone	Photo Gallery		All OICs and OIC Event, OIC (Training and Seminar)
	News & Events	Latest News	Concerned OICs
	DoIT&C in Press	Archived	Coordination cell
	3D Videos	Albert Hall	GIS Cell
		Jantar Mantar	GIS Cell
		City Palace Jaipur	GIS Cell
		City Palace Udaipur	GIS Cell
		Hawa Mahal	GIS Cell
		Amber Fort	GIS Cell
		Kumbalgarh Fort	GIS Cell
Tenders	Latest Tenders		Concerned OICs
	Archived Tenders		Websites Cell
	DIPR Online Tender		Websites cell
	RISL (RajComp) Tenders		Websites cell
Directory	H/Q Directory		Establishment Cell
	State IT Directory		Establishment Cell
	Web Directory/ Nodal Officer Directory		Websites Cell
Contact Us			List to be decided by Establishment Cell
CUG	Recent Orders		Establishment
	DoIT&C Employees	Transfer Orders	Establishment
		Work Distribution Orders	Establishment
		Training Orders	Training Cell

		Office Orders	Establishment
		Additional Work	Establishment
		Seniority List	Establishment
		Civil List	Establishment
		IT cadre reorganization Orders	Establishment
		NOC	Establishment
		ACR	Establishment
		NOC Formats	Establishment
		Rosters	Establishment
	Website Details	Webtrack Dashboard	Website Cell
		Nodal Officer(IT)	Website Cell
		Website Hosting	Website Cell
		Security Audit	Website Cell
		SSL Certificates	Website Cell
		Website Policies	Website Cell
Footer	Accessibility Statement		Websites Cell
	Updation Certificate		Websites Cell
	Awards & Accolades		Concerned OIC
	Website Policies		Websites Cell
	RTI	RTI Act 2005	OIC (RTI), Establishment Cell
		RTI Rules	OIC (RTI), Establishment Cell
		RTI Handbook	OIC (RTI), Establishment Cell
		Department Manual of DoIT&C (Mandatory disclosure under RTI Act)	OIC (RTI), Establishment Cell
	Feedback		Websites Cell
	Disclaimer		Websites Cell
	Sitemap		Websites Cell
	State Level Award		Establishment Cell
Covid-19 Orders			
Screen Reader Access			Websites Cell
DOITC Website Search Engine			Sh. Rajeev Gujral