

Proceeding of the Review meeting on Development of Home Department Portal.

The meeting to discuss the newly redeveloped website of "Home Department" under the Standardized Website Framework was held on 17.12.2021 at 10.45 A.M under the Chairmanship of the Additional Chief Secretary to Government, Home Department through Video Conference . The Officers as detailed in Annexure-'A' were present in the meeting.

At the outset, a detailed discussion was made on the structure and uploaded content of the redeveloped website of Home Department through a presentation made by the resource persons of OCAC. Additional Chief Secretary desired to know regarding the new changes in the content that have been brought out in the website in comparison to the existing and proposed website. It came to notice that, the developer has carried forward the existing content to the proposed website in the chosen template.

After detail discussion the following decision were taken :

- The prefix "Sri" is to be removed from the name of Officials appearing on the website.
- Slider / Banner image to be collected from Home Department and vetted before absorbing the same in the website. The quality of Pictures on the website has to be improved.
- The developer will give a printed copy of the home page of the website for vetting.
- In Advertisement portlet, relevant links are to be given and the link "Invest Odisha" to be removed.
- Event Calendar has to be removed.
- Links in footer banner (scroll) should be relevant to the Department only. The links of IDCOL, OMC etc. to be removed from the website.
- In the distribution of section of the "About Us" tab, only the current distribution of section should be displayed and the rest will go to archive.
- In the "About Us" tab, Puri District Police is to be removed from the Directorate/Field agencies list.
- The present Organogram has to be changed and Home Department will provide latest Organogram.
- The date appears In the Act and Rule field (appears in the "Notification" Tab) should be the date of publication instead of the system upload date.
- Relevant link and information are to be categorized and common matters like Rule & Act, Transfer Posting, Training, Citizen Service etc. are to be placed in the concerned bucket.
- Notice to be removed and it is to be added to office order.
- Advertisement subject and date to be displayed for downloading.
- Citizen Service has to be discussed with Department before development.
- Arms licence / Press Release/ Cabinet approval links need to be added.
- RTI Information need to be discussed and linked.
- Approved Photo and Video has to be taken from the Department and posted in Photo and Video gallery.
- The e-mail address of Home Department appearing below the "contact us" head need to be changed.
- Scheme and Project data to be collected from the Department.
- The nomenclature, "Intra Application" needs to be discussed and changed accordingly.
- Nodal Officer from each Section to be nominated to give information relating to their section to the Nodal Officer of Home Department.

The Developer is directed to complete the entire work within one month time i.e before 15th January 2022.

The matter will be discussed in the S.O.M dated.21.12.2021.

The meeting ended with vote of thanks to the chair and members present.

OSD-cum-Special Secretary to Government.

Annexure-A

Shri Prafulla Chandra Pradhan	OSD-cum-Special Secretary to Govt. Home Department.
Shri Rajib Lochan Singh	Joint secretary to Govt. Home Department
Shri Malay Pattanayak	Head, IT Centre, Secretariat.
Shri Krishna Chandra Pattanayak	Scientist-F, NIC
Resource Persons of OCAC.	