

Progress of Information Technology Implementation

- 14.1** One of the most important measures envisaged for accountability, transparency and efficiency in Government administration is easy and speedy access of information. Keeping this objective in view, Ministry of Coal in close cooperation with NIC has made efforts to use ICT to improve its administrative processes for timely service delivery.
- 14.2** An IT based Computer Centre, set up by National Informatics Centre (NIC) is operational in the Ministry which is equipped with computer systems for providing applications and database support, Internet and network facilities for local and global connectivity. NIC COAL Centre since over last two decades is delivering valuable key services in the Ministry namely technical ICT consultancy, software development, training & implementation, web services, networking, Internet & Email and database management.
- 14.3** The Ministry has provided Windows based PCs to all officers, personal staff and sections. A high speed Local Area Network (LAN) is functioning in the Ministry. All PCs along with servers are put on LAN to provide interconnectivity, Internet facility and access of the applications from the server. The office of this Ministry situated in Lok Nayak Bhawan has also been provided LAN with Internet and Email facilities. Office of Secretary Coal has been equipped with NIC's IP based Video Conferencing System – EVCS.
- 14.4** A vibrant Web Site of Ministry is operational which has been designed, developed and hosted by NIC. It provides rich content such as details of senior officers, organizational setup of the Ministry, subordinate offices links, policies, annual reports, publications, acts, rules, notifications etc. The Web Site also contains all the important information in line with Right to Information Act, 2005. Latest announcements, advertisements, quotations, reports, minutes of meetings of Screening Committee are placed on the website.
- 14.5** The Ministry has taken steps to implement IT in their day-to-day working. Senior officials of the Ministry have been provided with Appointments and Task Monitoring System. The system is used for on-line access of the appointments/engagements.
- Official correspondence is being done through NIC E-mail to expedite actions.
- 14.6** The official diary and file movement activities have been automated using the Office Procedure Automation Package (OPA) developed by NIC. This has streamlined file and receipt tracking in the Ministry and has become an effective monitoring tool for reducing pendencies at all levels.
- Pendency Monitoring System on Categorized references like VIP, PMO, RTI, NHRC, Parliament Assurances and Audit Paras has been developed to streamline and

monitor these references between Ministry and Coal Companies.

14.7 The Ministry has integrated various IT services, facilities and applications through an Intranet based Portal for Ministry of Coal - a single window having links to useful applications like: Coal notice board, incumbency MIS, VIP/MP reference monitoring, tour-leave details of officers, GPF details, Income Tax calculation, Pay slips generation, pending bills alerts, leaves details of employees, common downloads and Coal E-library.

14.8 With the aim to promote Rajbhasha Hindi, computers in Ministry have been provided bi-lingual facility. Bi-lingual interface is provided to various applications to increase the use of Rajbhasha. Bi-lingual forms have been posted on Intracoal so that Hindi filled forms are submitted. Useful Hindi links for translations and reference are placed on Intracoal.

14.9 Ministry of Coal has implemented ACC Vacancy Monitoring System to monitor the status of ACC level posts in the Ministry. Details are being fed in the web based package for timely intimation of vacant positions.

14.10 Office of Hon'ble Minister of Coal has been equipped with Despatch MIS and DO letter MIS to cater to queries regarding correspondence coming to Minister office.

14.11 Ministry of Coal has implemented NIC's Payroll Package –CompDDO. Salary bills, DA arrears, ECS reports and Income Tax related activities are now supported by this robust system. NIC has developed Budget

Reporting MIS which helps to generate timely budget reports.

MIS to manage Audit Paras has been designed for Ministry. This software will help in tracking latest status of audit paras in the Ministry.

14.12 MIS for Allotted Captive Coal Blocks has been developed to maintain detailed Coal Blocks database and to serve queries related to Allotted Captive Coal Blocks. This web based system is designed to monitor the detailed status of progress of allotted Captive Coal/Lignite Blocks.

14.13 Ministry of Coal and all PSUs under Ministry have successfully implemented NIC's Centralized Public Grievance & Redress Monitoring System (CPGRAMS) software. This helps in monitoring and redressing public grievances with minimum time delay.

14.14 Security is a key issue in cyber world. Steps have been initiated to make all web based applications in the Ministry safe and secure from malicious attacks. Latest Antivirus support is made available. Sincere efforts are made to make LAN/Antivirus/Computers related services available with minimum downtime.

14.15 Ministry of Coal's NIC Computer Centre organizes User Training & Awareness Programmes from time to time to keep the users well aware about the latest developments in the field of IT.