NO.PWE-95-3-75(Gen-Cir)-ES-I- **20481- 20581**   Dated:- 02/2/2021

From:

Engineer-in-Chief,
HP.PWD, Shimla-2.

To

The Engineer-in-Chief (Project),
The Chief Architect, HP.PWD Shimla/ Mandi.
All the Chief Engineers in HP.PWD.
All the Superintending Engineers in HP.PWD.
All the Executive Engineers in HP.PWD.
All the LAOs in HP.PWD.

Subject:-   Regarding National e-Governance Awards 2020-21.

I am directed to enclose herewith a copy of letter No. Per (AR) A (6)-3/2019 dated 16.01.2021 (alongwith enclosures) received from Secretary (AR) to the Government of Himachal Pradesh on the subject cited above for necessary action.

It is, requested to kindly ensure maximum participation from the Department.

Encl:- As above.

(Lobzang Namgyal)
Registrar,
HP.PWD., Shimla-2.

Copy to the Executive Engineer (ICT Wing) HP.PWD Shimla-2 with direction to upload this letter a/w Govt. letter dated 16.01.2021 on the official website of the Department.

All Branch Head in HP.PWD Head Quarter, HP.PWD Shimla -2 for for similar necessary action please.

Encl:- As above.

(Lobzang Namgyal)
Registrar,
HP.PWD., Shimla-2.

F.R.
08/02/2021

uploaded on deptt.
website.
JoA (IT)
</handwritten>

No. Per(AR)A(6)-3/2019
Government of Himachal Pradesh
Administrative Reforms Organisation

From

The Secretary (AR) to the
Government of Himachal Pradesh

To

1. All the Administrative Secretaries to the
   Govt of Himachal Pradesh
2. All the HoDs
   Himachal Pradesh
3. All the Deputy Commissioners
   Himachal Pradesh

Date:- Shimla-02, the   16th Jan, 2021.

Subject:-   Regarding National e-Governance Awards 2020-21

Sir,

       I am directed to enclose herewith D.O. No.N-23-4-2020-eGov-DARPG(6550) dated 15th Jan 2021 received from Joint Secretary, DARPG, GoI and to say that DARPG, GOI is initiating the process of inviting online nominations for the National Awards for e-Governance for the year 2020-21 in the following 6 categories:-

1. Excellence in Government Process Re-engineering for Digital Transformation
2. Universalizing Access including e-Service
3. Excellence in District level initiative in e-Governance
4. Outstanding research on Citizen Centric Services by Academic/ Research Institutions.
5. Excellence in Adopting Emerging Technologies
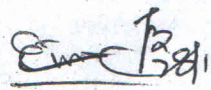6. Use of ICT in the Management of COVID-19

       The process of filing the nomination will start from 28th January 2021 after the launch the of the e-Governance Award portal which will be intimated immediately. It is also requested if you kindly make it convenient to attend the launch of web-portal through VC, the link of which is as follows: Webcast link: https://webcast.nic.in/darpg.

       You are, therefore, requested to kindly ensure maximum participation from your respective Department/ District.

Yours faithfully,

(Rajesh Sharma)
Deputy Secretary (AR) to the
Govt. of Himachal Pradesh

Endst No.: As above   Dated

A copy for information forwarded to Jonint Secretary Ministry of
Personnel, public Grievances & pensions, Department of Administrative
Reforms & Public Grievances to the Govt. of India

                                                    Deputy Secretary (AR) to the
                                                    Govt. of Himachal Pradesh

राजपूत आई.ए.एस.

_ Rajput IAS

युक्त सचिव

JOINT SECRETARY

D.O.No. N-23-4-2020-eGov-DARPG (6550)

Dated, the 15th January, 2021

Dear Collector

As you are aware, the National Awards for e-Governance are presented every year by the Department of Administrative Reforms & Public Grievances, Government of India to recognize and promote excellence in the implementation of e-Governance initiatives.

2. This year, the Department is in the process of inviting online nominations for the National Awards for e-Governance for the year 2020-21 in the following 6 categories:

I   Excellence in Government Process Re-engineering for Digital Transformation

II   Universalizing Access including e-Services

III   Excellence in District level initiative in e-Governance

IV   Outstanding research on Citizen Centric Services by Academic/Research Institutions

V   Excellence in Adopting Emerging Technologies

VI   Use of ICT in the Management of COVID 19

3. The districts can apply under categories I, II, III and VI. A copy of the Award Scheme is enclosed herewith for reference.

4. The portal www.nceg.gov.in with online live forms for National Awards for e-Governance 2020-21 will be launched at **1200 Hrs. on 28th January, 2021** by Dr. Kshatrapati Shivaji, Secretary, Department of Administrative Reforms & Public Grievances. The registration process for the nominations will commence after the launch of the portal.

5. I shall be grateful, if you kindly make it convenient to attend the launch of web-portal through VC, the link of which is as follows:

webcast link: https://webcast.nic.in/darpg (This link will work on NICNET only).

6. Looking forward to maximum participation from your District.

Encl.: As above.

with regards,

Yours sincerely,

(NBS Rajput)

To:

The District Collectors.

Copy to:

Chief Secretaries/Administrators of all States/UTs.

सूचना का
अधिकार

National Awards for e-Governance are presented every year to recognize and promote excellence in implementation of e-Governance initiatives.

1. Purpose of Award

The purpose of the award is to:-

(i) Recognize achievements in the area of e-Governance
(ii) Disseminate knowledge on effective methods of designing and implementing sustainable e-Governance initiatives
(iii) Encourage innovations in successful e-Governance solutions
(iv) Promote and exchange experiences in solving problems, mitigating risks, resolving issues and planning for success.
(v) To award leapfrogging states/Districts.
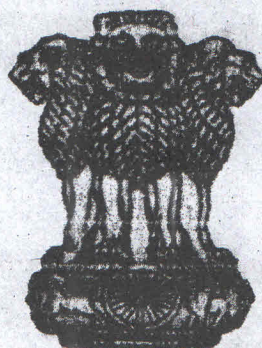
2. Scope of Award

For the year 2020-21, the scope of the National Awards for e-Governance has been expanded to identify areas of significant outcome-oriented/leapfrog performance by few Districts / States in certain identified programs. The Awards seeks to recognize the best performing Central Government Ministries/Departments, State/UT Governments/Districts and local bodies, Central and State Government PSUs, Academic/Research Institutions (Government and Non-Government) in facilitating implementation of new initiatives and bringing transparency by use of technology.

The Awards will be presented for the best achievement in implementation of e-Governance innovation and those performers who have taken efforts to fast track the implementation of an initiative/ technology/project or program to take a leap against the best performer in the area and not the best performer.

3. Criteria for Evaluation

The initiative will be evaluated on the following criteria :

i. Initiating and implementing an innovative project to meet stakeholders' requirement through use of ICT
ii. Use of technology in bringing perceptible improvement in processes/ systems
iii. Making public delivery systems responsive, transparent and efficient particularly by leveraging technology
iv. Bringing significant improvement/enhancement by use of technology
v. Innovations / intervention of technology / integration to take leap forward against the best performing District/State in particular field/ project/program or area. The criteria for the evaluation will be designed during the assessment process.

सत्यमेव जयते

Award Scheme for
National Awards for e-Governance
2020-21

Department of Administrative Reforms
&
Public Grievances
Government of India
New Delhi

4. Categories of awards

S.No.	Award Category	Scope of Award	Who can apply/compete	Period of consideration
1	2	3	4	5
1	**Excellence in Government Process Re-engineering for Digital Transformation** i. Central level initiatives ii. State/UT level initiatives iii. District level initiatives	This award seeks to recognize the projects that involved analysis and re-design of workflow and which resulted in improvement in outcomes related to efficiency, effectiveness of process, cost, quality, service delivery or a combination of these. The impact of the re-engineering process should have been a significant digital transformation.	i. Central Ministries/ Departments ii. State/UT Government iii. Districts	The launch date of the project should be between 30.09.2018 – 30.09.2019. The project must be operational for a period of at least one year as on 30.09.2020 *(excluding Pilot Period).*
2	**Universalizing Access including e-Services** i. Central level initiatives ii. State/UT level initiatives iii. District level initiatives	This award seeks to recognize the projects which resulted in providing universalized access including e-Services to citizens, the unique digital instance for all government entities. The project proposals should broadly cover areas of status of accessibility, content availability, ease of use, information security & privacy, end service delivery, integrated service delivery and status request and tracking in Delivery of Public Services.	i. Central Ministries/ Departments State/UT ii. State/UT Government iii. Districts	
3	**Excellence in District level initiative in e-Governance** i. North-East States + Hilly States; ii. UTs (including Delhi);	This award seeks to recognize the district level e-Governance projects including in the field of redressal of Public Grievances, which resulted in delivering enhanced value to citizens' through effective use of ICT.	Districts and Local Bodies	

	iii. **Other States**			
4	**Outstanding research on Citizen Centric Services by Academic/Research Institutions**	This award seeks to recognize the exemplary research in the field of e-Governance by Academic/Research Institutions for the benefit of the citizen.	Academic/Research Institutions (Government and Non-Government)	
5	**Excellence in Adopting Emerging Technologies**	This award seeks to recognize the exemplary adoption of emerging technologies (such as blockchain, artificial intelligence, machine learning, natural language processing etc.) for e-Governance projects.	Central Ministries/Departments, State/UT Governments, Central and State Government PSUs	**The launch date of the Project must be between 30.09.2018 – 30.09.2020.** **The project must be operational as on 30.09.2020.**
6	**Use of ICT in the Management of COVID 19** i. **Central level initiatives** ii. **State/UT level initiatives** iii. **District level initiatives**	This award seeks to recognize the projects which provided technology solutions to manage COVID 19	i. Central Ministries/ Departments ii. State/UT Government iii. Districts	**The launch date of Project must be during COVID19 period.** **The project must be operational as on 30.09.2020.**

5. Terms and Conditions

5.1 General

(a) The project must be new and path breaking initiative in public service.

(b) A project can compete only for one category which should be clearly mentioned.

(c) At the time of submission of nominations for award, the award category under which the submission is to be considered may be indicated. However, it would be prerogative of the jury to decide the category to which a given submission can be treated for the purpose of selection for the award.

(d) For category 3 above, assessment will be based on steps taken for leapfrog/ to take over best performing District/State by use of technology and in short span (implementation time).

(e) All nominations MUST be submitted online as mentioned in para 8 below before the last date.

(f) **Only incumbent Head of the Organization may register and submit online application(s).**

(g) The application must reflect the organization email ID, individual email ID applications will be rejected at any stage of the scrutiny of the applications or till the award function.

(h) Individual Nominations/self-nominations shall not be accepted.

(i) Nominations received after the last date will not be accepted under any circumstances. **email/Hard Copies/fax of the application forms will NOT be accepted.**

(j) Details furnished would need to be comprehensive and cover the specified aspects of the initiative undertaken including the team members working / worked for the project. No changes or request for change i.e. addition of names will be considered at later stage or any other stage of the award process. **Incomplete submissions not complying with the directions/guidelines detailed herein would not be considered**.

(k) The project must relate to any of the areas of poverty reduction and economic development, social services, education, health, rural and community development, environmental management, transportation, housing, urban governance and regional planning, land use management/GIS, disaster and risk management, trade practices, commerce, business development and any such other domains of governance.

(l) Besides leveraging on ICT, the projects implemented would need to showcase effective use of infrastructure, partnership with the local community, leadership practices, simplification of processes, strategic architectures, best practices in the design, development, deployment of solution using technology, innovative people centric approach and such other effective interventions.

(m) Diligence in the design, development and implementation of solutions, persistent problem solving, efforts to create and sustain systemic changes, institutionalize best practices, gain community/ stakeholder acceptance, discontinuance of inefficient administrative practices, ingenious people centric approach would need to be clearly brought out.

(n) Verification of the ownership of all shortlisted projects shall be carried out before finalizing results. Supporting details shall be made available by the Project in Charge.

(o) **The decision of Department of Administrative Reforms and Public Grievances (DARPG), Government of India in selecting the project/ initiative for National Award for e-Governance, shall be final and binding on all the nominations.**

(p) Applications without completely filled information will be summarily rejected.

5.2 Specific

For Category-IV - Outstanding research on Citizen Centric Services by Academic/Research Institutions

- Project should be in either social or economic domain of development.
- Project should leverage use of ICT for social or economic growth/ development.
- Project should not be about use of ICT for improving organization's internal or project's efficiencies.
- Project should not be implemented under a State or Central Department/ Ministry approved scheme.
- Project should demonstrate tangible impact on core developmental issues through number of citizens impacted.

6. There will be six awards in Category I, II, III & VI, two for each three sub-categories; and two awards for Category IV & V as under:

6.1 Gold Award: It carries a certificate for the Project and cash award of Rs.2.00 Lakh for the Department/Organization/Institution.

6.2 Silver Award: It carries a certificate for the Project and cash award of Rs.1.00 Lakh for the Department/Organization/Institution.

7. How to apply

The nominations are to be submitted online only in the prescribed Proforma for a specific category.

8. Guidelines for applying for the nominations for the National Awards for e-Governance 2020-21

(A) Application Stage

8.1 Nominations are to be submitted online only through the portal.

8.2 Nomination other than above mode will **NOT be accepted in any case.**

8.3 **Online registration of the organization is mandatory** before submitting online application form.

8.4   Present incumbent Head of the Organization will apply for the nominations for NAeG 2020-21 including furnishing details of team members who have worked for the successful design and implementation of the project. <u>No changes or request for change, i.e. addition of names will be considered at later stage or any other stage of the award process.</u>

8.5   Contact details of such an officer may be provided who is well versed with the project and access emails and calls on priority.

8.6   **Online Award Specific Forms** for 6 distinguished categories {as mentioned in para 4 (2) above} are available in a prescribed format for each category of the projects being nominated.

8.7   **An organization needs to register only once and can submit more than one project/initiative through the same login ID.**

8.8   To register an organization, visit the website https://nceg.gov.in and click the **"Register"** tab.

8.9   Before registering the organization, please check whether your organization is already registered. To check whether your organization is already registered, click the **"List of already registered organization/ Department/Ministry/District"** tab. If yes, sign up with the User name, Password and Activation Link sent to the email ID provided at the time of initial registration of the organization. If you do not have these details, the same can be obtained by sending an email to the email ID mentioned against the name of the organization already registered. This email ID has been provided by the authority registering the organization. However, if it is not possible to obtain the same ID, Password and Activation key against which organization is earlier registered, the organization can be registered again using a different email ID.

8.10   For logging, click "Log in" tab and fill in the User name, Password and Captcha details to apply for the category-wise Application Form.

8.11   **The Self Certification Form (Format-I/Format-II) may be submitted on the letter head of the Department/Organization.**

8.12   Download Self Certification Form (**Format-I** for Government Organizations and **Format- II** for Non-Government institutions/Non-Government Academic and Research organizations) from the prescribed place in the application form. Fill in the applicable forms, get it signed with seal, scan it and save it in pdf format and upload at the prescribed place.

8.13 In case the initiative is shortlisted, spot study/project verification of the project may be done in a short notice

(B) Presentation Stage :

8.14 In case the project is shortlisted for presenting before Jury, presentation may be made by the officer nominated/authorized by the Organization. A team of not more than 4 (four) members can participate in the presentation. Such members shall invariably be from the team as proposed/nominated during application stage {Ref. Guideline number 8.4 above}.

(C) Award Stage :

8.15 In case the project is selected for the Award, the Head of the Organization and/or the officer(s) nominated by him/her, subject to the condition that not more than 4 (four) members, who have contributed for the initiative/project, may be nominated for receipt of the award, as per para 8.4 above.

8.16 The citation film on the initiatives awarded with NAeG 2020-21 will display the names of officers, who have contributed towards the initiative.

8.17 A letter of appreciation will be issued by the Secretary (AR&PG) to the officers, who have contributed towards the initiative awarded with NAeG 2020-21 with a copy to the Chief Secretary/Administrator of the concerned State/UT or Secretary of the concerned Central Ministry/Department, as the case may be. A copy of letter will also be sent to DoP&T for placing in the performance Appraisal Dossier of the concerned officer.