

D.No. 55

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**Proceedings of Review Meeting and Workshop of eDistrict Managers (EDMs) held under the Chairmanship of Director (IT) on 27<sup>th</sup> February, 2025 at IT Bhawan, Shimla**

A review meeting of the eDistrict Managers (EDMs) regarding the implementation of departmental projects at the district level, along with a workshop on the department's new initiatives, was held under the Chairmanship of the Director (IT) on 27th February 2025.

The list of officers and officials present in the meeting is enclosed as **Annexure-A**. Gist of the meeting held and decisions taken during the meeting are as follows:

**1. E-District Project:**

- EDMs were directed to regularly review the pendency of e-District applications. District-wise dashboards have been provided to facilitate this review. EDMs were further instructed to take proactive measures to clear applications pending for a long period by coordinating with the concerned departments.
- It was observed that "Ease of Doing Business" services developed for district administrations are not being effectively utilized. EDMs were instructed to review the usage of these services and make efforts to increase their adoption.
- It was decided to provide an option for approving authorities to choose the validity period and enter the location for the 'sale of crackers' service.

**2. Lok Mitra Kendras:**

- EDMs reported that in the field, different types of IDs are being issued under specific groups such as SHG, PACS, FPS, etc., without proper approval, and there is no mechanism to monitor to whom CSC IDs/LMK centers are being allocated. It was decided in the meeting that the matter shall be reviewed at Directorate level.
- CSC SPV is currently working on the process flow and will be providing a dashboard for district administrations. Follow-up will be done with CSC SPV to expedite the matter.
- It was decided that an updated list of all LMK centers in the state will be obtained from CSC SPV and shared with EDMs to enable them to monitor these centers at the field level.

### 3. eOffice Usage

- Certain SDM offices, including Kullu, Manali, Anni, Banjar, Nirmand (Kullu District), Pangi (Chamba), Pooh (Kinnaur), and Amb & Gagret (Una), are not mapped on the eOffice system. EDMs were directed to ensure mapping of these offices at the earliest.
- EDMs were instructed to ensure eOffice usage in all field offices within their districts and conduct regular follow-ups. Field visits should be made to ensure mapping of field offices and effective use of eOffice in mapped and onboarded offices.

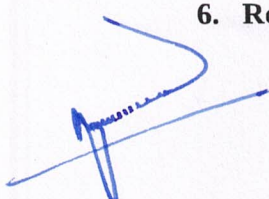
### 4. MMSS Helpline:

- It was observed that many complaints pending for over 100 days in the Revenue Department and RD&PR Department. EDMs were directed to bring such pendency to the attention of the DC/ADC/concerned officer every Monday, so that further direction may be issued to expedite resolution.
- District Nodal account will be created on the CM Sankalp portal and shared with concerned EDMs to facilitate district-wise report extraction.
- The MMSS Helpline grievance registration portal, provided to district administrations, is not being effectively utilized. EDMs were directed to ensure its effective use, and efforts should be made to ensure that all grievances received at the DC office are registered on the MMSS Helpline through the provided portal.
- Further EDMs were directed to ensure that the complaints where they are designated L1 be promptly and adequately attended to.

### 5. Aadhaar:

- EDMs were directed to ensure regular DLAMC (District Level Aadhaar Monitoring Committee) meetings at the district level.
- EDMs reported that the mapping of some sub-divisions in the Aadhaar State Portal is incorrect. They have been directed to share the existing mapping along with the updated mapping that should be implemented in the portal so that the matter can be taken up with UIDAI.
- The EDMs should proactively review the Aadhaar pendency on State portal and get the pendency cleared at the earliest by getting in touch with respective SDMs.

### 6. RoW Portal:



- The Chairperson directed that weekly reports be shared with EDMs and district administrations for better monitoring of RoW (Right of Way) applications.

**7. Workshop of new Initiatives of department.**

- Hands-on training was provided on the HimAccess platform, covering onboarding processes for departments and employees, as well as the approval process. EDMs were instructed to facilitate departments in creating HimAccess IDs for eOffice usage.
- The overview and training were also conducted for EDMs on Revenue Management System, Litigation Management System, APAR portal, Survey platform and new DBT portal.



**Director (IT)**  
**Department of Digital Technologies and Governance,**  
**Government of Himachal Pradesh**

**Annexure-A****List of the participants:**

1. Sh. Anil Semwal, Joint Director (IT)
2. Sh. Narender Kumar, Deputy Director (IT)
3. Sh. Vikas Chadha, Manager (IT)
4. Sh. Chandan Parmar, Deputy Manager (IT)
5. Ms. Mamta Verma (Assistant Programmer)
6. Ms. Rajini Thakur (Assistant Programmer)
7. Sh. Rakesh Kumar (Consultant)
8. Sh. Mridul Sharma (Consultant SEMT)
9. Sh. Jitendra Kumar (Project Manager) M/s TerraCIS Technologies Ltd.
10. Sh. Sahil Sharma (eDistrict Manager Una)
11. Sh. Akhil Kumar (eDistrict Manager Shimla)
12. Sh. Dixant Sharma (eDistrict Manager Mandi)
13. Sh. Anuj Kumar (eDistrict Manager Bilaspur)
14. Sh. Ajay Kumar Datyal (eDistrict Manager Hamirpur)
15. Sh. Rohit Kumar (eDistrict Manager Kangra)
16. Ms. Shikha Sharma (eDistrict Manager Sirmaur)
17. Sh. Pardeep Kaplesh (eDistrict Manager Lahaul & Spiti)