

# 4 E-Governance or i-schooling

The Department of Education is the largest Department of Govt. of NCT of Delhi with more than 40,000 employees working in more than 1000 different field units (920 schools, 28 zones, 12 districts, 5 Regions and various Branches at HQ) geographically spread-out all over Delhi. In such a huge set-up, timely communication with the field units, dissemination of information to field units, compilation of data from field units and effective monitoring of the functioning of the units becomes the most challenging task. Transparency and accountability in the system is often a casualty if the traditional system of governance is followed. In fact, maintaining proper information about the 40,000 employees and 12 lakh students in the manual system would be a herculean task prone to errors and transmission losses.

It was in the above context that a comprehensive and functionally effective web-based and GIS based **Management Information System (MIS)** has been developed in the Department. All the schools, zonal offices, district offices, regional offices and various branches at HQ are inter-linked and can share information using this web-enabled software.

**Management Information System has given way to E-Governance, which is faster, efficient, reliable and transparent.**

Department of Education has successfully brought all its schools under the ambit of i-schooling. Every school has been given a computer, a printer, a broadband internet connection and an IT assistant. Every district, zone, school, teacher and student has been given a unique ID number.

Now the students can get online admissions, and online marksheets. Teachers have access to online circulars, can fill up online ACRs, apply for online transfers, and get online pay slips. School Principals send attendance of teachers online, get online permissions for various jobs, have all school records in electronic mode that are accessible in no time. Officers can get any type of data or report about any teacher or student online.

The Department has won awards for e-governance from the Ministry of Information and Technology as under.

In 2005, it got **Golden icon award**.

In 2006, it got **Bronze icon award**.

# Status of Education

In the year 2007, it got two awards:- **Golden Icon Award** for Excellence in Government Process Re-Engineering for Online Admissions and Student Management System and **Silver Icon Award** for Outstanding Performance in Citizen - Centric Service Delivery for CALtoonZ.

In the year 2008, it received **Indian Exrepss Award** for Excellence in e-Governance Implementation and Computer Society of India Award for best e-Governed Department for the year 2007

NEW DELHI, FEB. 8. **The Directorate of Education of the Delhi Government has been awarded the prestigious "Golden Icon Award"** for exemplary leadership and ICT achievement during 2004. The award was received by a representative of the Department at a function held at Bhubaneswar in Orissa on February 3. Giving this information here, the Education Minister, Arvinder Singh Lovely, informed that the award had been instituted by the Union Government's Department of Information Technology and Administrative Reforms and was presented at the 8th National E-Governance Conference held in Orissa. The award was today handed over to Mr. Lovely by the officials of the Department at a simple but impressive ceremony in his office. The Education Minister later presented the award to the Chief Minister, Sheila Dikshit.... <http://www.hindu.com/2005/02/09/stories/2005020911050400.htm>

## New Delhi's (India) e-Governance projects win national awards

31 January 2007



Awards on E-Governance won by Department of Education, Government of Delhi



Express India

In India, **three projects of the Delhi Government on e-Governance have won the national award** among all the states and government departments this year. The awards would be given at the two-day national conference on e-Governance to be held on February 2, 2007 in Bhopal, India.

**Two of the Delhi projects have won Golden Icon, while another has won Silver Icon**

**award given** by the Central Government for e-Governance. Education Department and DSIIIDC are running two of the Delhi projects, while other one is running by the Education department. **The two projects of Education departments are Online Student Management System, which has won award in the Excellence in Government Process Re-Engineering category**, while the DSIIIDC's File Monitoring System and Bar Coding Solution have won the award in the Exemplary Usage of ICT by PSUs. **Education Department's Computer Aided Learning (CAL) has won the Silver Icon for outstanding performance in Citizen-Centric Service Delivery category.**

**MIS has led to:-**

- Effective, reliable and faster means of communication and information dissemination.
- Effective means of information and data compilation from schools with no transmission loss/error.
- Transparent means of posting and transfer of teachers which keeps needs of the students as topmost priority.
- Comprehensive database of 12 lakh students with facility for updating their status (promotion/marksheet/drop-out/NSO) which can be used for multiple purposes like allocation of budget to schools, post-fixation, existing requirement of furniture etc.
- Allocation of budget to and in monitoring of expenditure incurred by almost 1000 DDOs in the Directorate.
- Monitoring of court cases and ensuring that requisite action is taken in time.
- Monitoring of more than 400 Vigilance cases, ensuring that timely action is taken in these cases.
- Monitoring of more than 1000 EORs being carried out in the schools.
- Facilitating and streamlining the process of admissions of children from MCD schools to Directorate of Education schools as also direct admission.
- Increased transparency in all activities of the Directorate and accountability of all officials of the Directorate.

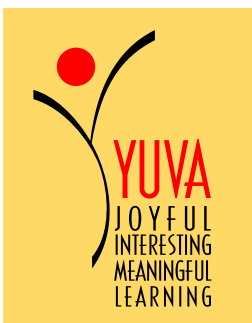
# Status of Education

## Orders & Circulars Online

This has facilitated real time communication between employees and branches. The branches can and do send the circulars/communication either in bulk or individually to intended school/branch/employee. There is no question any time lag or failure to reach the destination.

All circulars/orders issued online and meant for public are also available on the website [www.edudel.nic.in](http://www.edudel.nic.in) of the department. First thing in the morning, Heads of Schools check the website, now as a matter of habit.

The screenshot shows the homepage of the Directorate of Education, Govt. of NCT of Delhi. The website features a blue header with navigation tabs for 'About us', 'Attendance Report', 'Tenders', 'Public Circulars', 'School Information', 'Acts & Rules', 'Syllabus', and 'Contacts'. A search bar and a 'Click Here for Student Module' link are also present. Below the header, there are three large images with New Year 2007 messages. A 'Visitors Counter' shows 15411955. The main content area includes a 'CALtoonZ' logo, a 'YUVA' logo, and a 'Mail to Minister' form. A list of links includes 'Guidelines of VKS', 'Regarding Sanitation', 'Sh.E.R.U. Status', 'Library Inspection', 'Television Settings for CAL', 'Feedback Form for Nursery Admission', 'Result Analysis', and 'Guidelines for E.C./ Upgrad./ Recog. of Private schools'. A section titled 'YUVA School Lifeskills Programme (SLP) Draft Material - April 2008' lists 'Open Test Result' (marked as 'New'), 'Admission Under EWS/FreeShip Quota', 'DISE Entry Form', and 'Library Module'.





At present 20 Online Modules of MIS are in full operation. They are:

1. Personnel module
2. Transfer & Posting module
3. Online Attendance module
4. Post Fixation module
5. Finance module
6. Payroll module
7. File Track module
8. Court Cases module
9. Library Management System
10. Vigilance module
11. ShERU module
12. Estate module
13. Student module
14. Online Admissions
15. MIS Mail
16. VKS
17. District Information System for Education(DISE)
18. GIS
19. CEP
20. School Audit

# Status of Education

Every Module has a Self Enforcement Mechanism to ensure Universal compliance. For most of the modules, some mandatory form serves as an Enforcement Mechanism. However, in some cases, an entirely new form has been devised for the sole purpose of serving as Monitoring Mechanism.

For e.g., Employee Module has Payroll generation as Enforcement Mechanism so that Payroll of an employee can be generated only if he is working in the authorized school/office.

For Finance Module, Sanction Order has been devised as an Enforcement Mechanism.

For Court Module, issue of Online BTF serves as an Enforcement Mechanism.

For Student Module, issuance of Marksheet by Online generation only is the Enforcement Mechanism.

For some modules, generation of reports and their monitoring by senior officials serves the enforcement purpose.

## 1. Personnel Module

Personnel Module has the following features: -

- Generation of unique 8 digit Employee ID, the first 4 digit of which indicates the year of joining in the Directorate.
- Employee data on 43 fields.
- Search Employee Functionality.
- Fresh Appointments & Postings.
- Posting of Teachers joining on promotion from MCD/sponsoring from DSSSB Departmental promotions.
- Online transfers.
- Grant of ACP
- Filling up of ACRs Online.

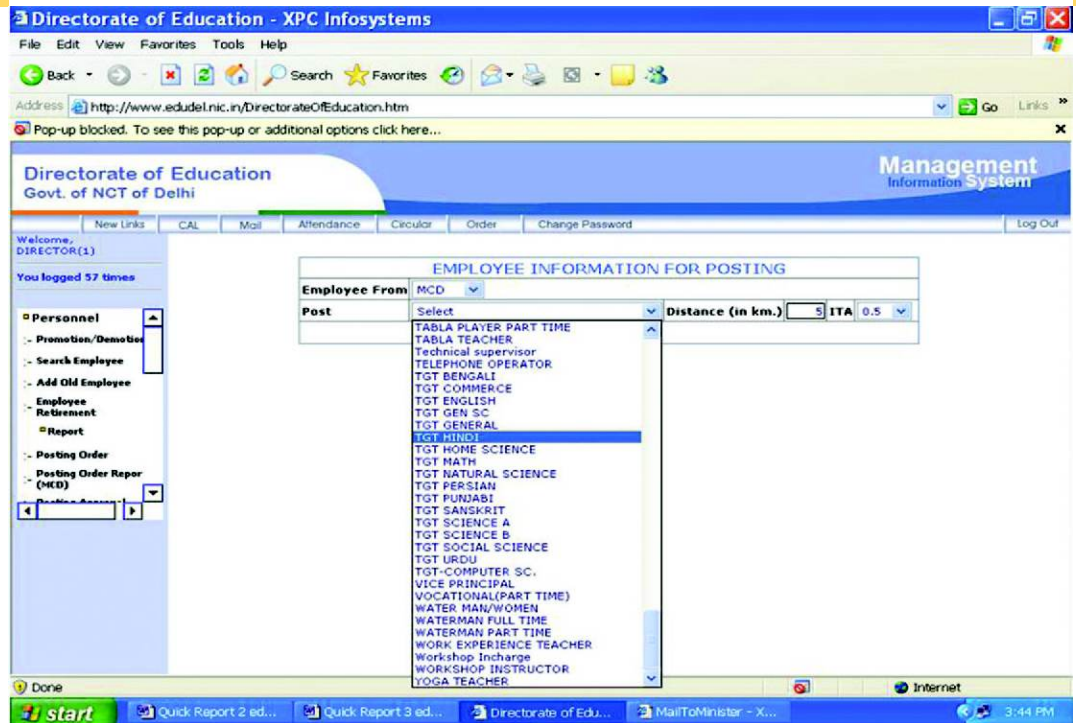
Details of employees on the 43 fields can be ascertained by knowing any or more of these fields.

### Online ACRs

In a huge establishment oriented Department like Education, timely availability of ACRs is sine-qua non for ensuring that the promotion of employees is done when it falls due. With this objective in mind, the Directorate has started online filling of self-appraisal, reporting and reviewing of ACRs. As all these ACRs will now be available in electronic form, it will be easy to access them as and when needs for promotions/grant of ACP.



Posting of TGT Hindi promoted from MCD within a radius of 5 km from the residence of the teaches and in schools with ITA less than 0.5



### Digital Signatures:

It is also proposed to provide Digital Signatures to all Reporting and Reviewing officers so that the need for maintaining hard copies can be done away with (except the copy of Self-Appraisal at school level) and duly centralized database server for being accessed by concerned authorities for promotion/ACP purposes.

### 2. Transfer & Posting Module

Index of Teacher Availability (ITA): is the ratio of number of teachers of a particular type (e.g. TGT English, Assistant Teacher etc.) available in the school and the sanctioned strength of teacher of that type in the school.

ITA is the most important criterion used in posting and transfer of teachers.

#### (a) Posting :

Posting of teachers promoted from MCD, Directorate of Education as well as of the direct-recruits sponsored by the DSSSB is done using the concept of ITA. The teacher is posted in a school which has an ITA lower than the prescribed ITA and which is within a prescribed radius from the residence of the teacher and which has the highest enrolment. Thus, the teacher gets posted close to his residence but at the same time the need of the children is taken care of by posting him in a school which has high vacancies of teachers and also high enrolment.

# Status of Education

b) **Transfer:** ITA is also used for transfer of teachers. All teachers are required to apply online giving upto a maximum of ten choices where they would like to be transferred. The MIS ensures that while posting of the teachers, the ITA in his existing school does not fall below a specified limit. Millions of calculations are required to be done in this process which would be humanly impossible.

### 3. Online Attendance

Major features of this module are :-

- All employees assigned unique ID number.
- Attendance of each teacher marked online by the Principals within half-an hour of opening of school.
- Teacher attendance in public domain
- Problem of teacher absenteeism almost NIL even in the remotest schools
- Students attendance marked online.
- Based on these real time reports effective inspections of the schools done and punctuality ensured.

Online Transfer Application

The screenshot displays the 'Management Information System' interface for the Directorate of Education, Govt. of NCT of Delhi. The main content area shows an 'Online Transfer Application Report' for KIRAN PAL SINGH (Employee ID: 19805141). The report includes details such as the application date (24/04/2008), confirmation date (26/04/2008), residential address (VILLAGTE CHALLERA SEC 44, NOIDA GAUTAM BUDH NAGAR), and a list of ten school choices for transfer. The interface also shows a navigation menu on the left and a toolbar at the top.

S.No.	School Name With ID:
1	1925006-Madanpur Khadar-SBV (Rama Krishna)
2	1925339-Madanpur Khadar Extn. J.J.Colony GBMS
3	1925345-Jasola Village, Govt.(Co-ed)MS
4	1925052-Joga Bai-GB555
5	1925002-Noor Nagar-GB555
6	1925342-HARKESH NAGAR GB55
7	1002187-New Ashok Nagar-GB555
8	1002263-Mayur Vihar, Phase III, Kondli-Gharehuli-GB55
9	1002014-New Kondli-GB555





#### **4. Post Fixation Module**

This module has following features:

- Ascertaining the requirement of teachers in respect of each and every school based on the norms of Directorate.
- All posts available in the databank are allocated to schools as per these norms, excess posts remaining in the bank.
- Any deficiency or surplus in staff can be rationalized and requirements can be estimated much in advance.
- What earlier used to take months to do is now done in a few minutes, ensuring allocation of posts to schools as per its need based on enrolment.

#### **5. Finance Module**

**Features:**

- To achieve absolute control over financial position of the Department at any given point of time.
- To allocate funds to almost 1000 DDOs
- To prepare sanction orders and individual bills of the schools.
- To be able to redistribute the funds according to requirement.
- To monitor expenditure status in a school/zone/district/Directorate in respect of one or all schemes.

#### **6. Pay Roll Module**

**Features:**

- Preparation of Salary Bills
- To obviate any need for obtaining data regarding Income Expenditure, Budget etc. from the Schools or Branches.
- To issue salary slips through this module only.

# Status of Education

Online Daily Attendance of Teachers

**Directorate of Education - XPC Infosystems**

Management Information System

Directorate of Education Govt. of NCT of Delhi

Welcome, Kishan Ganj-RPVV (1208092)

You logged 8889 times

**Daily Attendance Form**

**Employees' Attendance(Non-Ministerial Staff)**

School Name: 1208092-Kishan Ganj-RPVV Date: 20-Jul-2008

S.No	Employee ID	Name	Designation	Status
1	20050256	ANIL KUMAR	PGT COMMERCE	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
2	19890284	ANITA SHARMA	TGT SOCIAL SCIENCE	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
3	19710228	ANJU GHAI	TGT HOME SCIENCE	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
4	20040533	DARSHAN SINGH	TGT MATH	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
5	19931512	DEEPAK KALRA	DRAWING TEACHER	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
6	19877521	DR. SAVITA BAHL	PGT ENGLISH	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
7	19800283	QURCHARAN SINGH	PGT HINDI	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
8	19810247	HIRA	TGT SANSKRIT	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
9	19790177	INDU BALA SHARMA	TGT NATURAL SCIENCE	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
10	19801114	KULBIR SINGH ANTIL	PGT PHYSICS	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
11	19985140	KUM KUM LAMBA	PRINCIPAL	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation
12	10810003	LATA	YOGA	<input type="radio"/> Present <input type="radio"/> On Duty <input type="radio"/> Half CL <input type="radio"/> CL <input type="radio"/> EL <input type="radio"/> OtherLeave <input type="radio"/> Absent <input type="radio"/> Suspended <input type="radio"/> Vacation

Post Fixation Report of Kishan Ganj RPVV

**Directorate of Education**

Management Information System

Directorate of Education Govt. of NCT of Delhi

Welcome, Kishan Ganj-RPVV (1208092)

You logged 8889 times

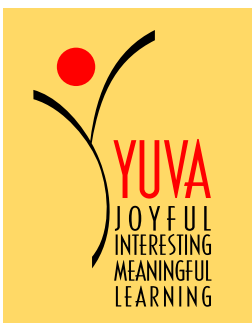
**POST FIXATION REPORT(2007-2008)**

Post Fixation (2007-08) on the basis of Enrollment as on 31-08-2007

School Name and Code: Kishan Ganj-RPVV (1208092) Print Date :- 20/07/2008

**Postwise Distribution of Sanctioned Posts**

Teaching Staff	Postgroup	Post	Allocated
DRG_TE	DRAWING TEACHER		1
MUSIC	MUSIC TEACHER		1
PET	PET		2
PGT	PGT BIOLOGY		1
PGT	PGT CHEMISTRY		1
PGT	PGT COMMERCE		2
PGT	PGT ECONOMICS		2
PGT	PGT ENGLISH		2
PGT	PGT HINDI		1
PGT	PGT MATH		2
PGT	PGT PHYSICS		1
PGT	PGT POLITICAL SCIENCE		1
PGT	PGT SANSKRIT		1
PRIN	PRINCIPAL		1
TGT	TGT ENGLISH		3
TGT	TGT HINDI		3
DOMSC	TGT HOME SCIENCE		1
TGT	TGT MATH		3
TGT	TGT NATURAL SCIENCE		2
TGT	TGT SANSKRIT		2
TGT	TGT SOCIAL SCIENCE		3



## 7. File Track Module

### Features:

- Unique ID is given to all the files.
- Files movement (dispatch and receiving) between different branches and schools done through this module.
- Unwanted delays can be tracked.
- Any authorized person can know the location of a file.
- Any branch can generate file movement transactions for any particular day (both dispatched and received files)

## 8. Court Cases Module

### Features:

- All the details of the cases are entered into this module by different branches and district offices.
- Each and every case is given unique Notice ID.
- Issuance of BTF to Counsel
- Details of the cases can be seen through Notice ID by any authorised officer.
- Pairavy officer enters the details of court proceedings and next date of hearing in this module.
- Provision for preparing affidavit as also keeping a copy (typed/scanned) of final/interim order/judgment.
- List of cases in different courts and their dates of hearing can be viewed by authorised officers.

## 9. Library Management Module

### Features:

- 1) Book Entry Form.
- 2) Entry Form for total no of Books
- 3) Update Library Book Accession No.
- 4) Library Book Issue
- 5) Library Book Return.
- 6) School Wise Books Report.
- 7) Book Accession No. Report.
- 8) Search for Books

The library module will enable the authorities to monitor the mandate that every child will be issued at least 2 books per month. The centralized database will also enable a reader to know about the schools in which a particular book is available.



OLMS - Online  
issue of books –  
SKV Shakti Nagar No.1

## 10. Vigilance Module

### Features:

Vigilance related works like Preliminary Enquiry, DP, Suspension, Extension of Suspension, Revocation, Penalty, Appointment of IO, PO and Final decision order are being done through this module. The module has following features:

- Registration of New Complaint
- Action on Complaint
- Generate Reminder Report
- Suspension Order
- Suspension Order Extend/Revoke
- Suspension Review Report
- Issue of Draft Charge sheet
- Entry of Annexure (I, II, III, IV)
- Entry of Annexure (I) of Rule16
- Appointment of IO/PO
- Change of Existing IO/PO
- Penalty Order
- Request for VCR

List of Employees under Suspension, list of pending vigilance cases for want of Inquiry Reports, etc. can be accessed by authorised officers.

## 11. ShERU Module

### (Shifting, EC, Recognition, Upgradation)

### Features:

All applications for Shifting, EC, Recognition, and Upgradation can be tracked online by the applicant. The goal is to move ultimately to a system of online application and certification. The procedure is:

- Details of ShERU Request Entered Online
- Request given unique ID for further tracking
- Applicant can see the status of his request through the Application ID and Password

## 12. Estate Module

All Extraordinary Repairs being carried out in schools by PWD/DSIIDC can be monitored using this module. It has the following features:

- Details of EOR estimate submitted by PWD/DSIIDC fed into MIS.
- Tracking of File submitted to Sanctioning Authority (DDE/RDE/Director)
- Online Sanction.
- Monitoring of pendency of sanction at various levels.
- Monitoring of works sanctioned but not completed.

## 13. Online Student Management System

### Features:

- Generation of unique Student ID, the first four digit of which indicate the year in which the child entered the Directorate.
- To keep track of each and every child of the Department right from admission till issuance of SLC. In particular, analysis of performance of children in academic and extra curricular activities and take appropriate remedial measures.
- To maintain record of incentives offered to children in terms of scholarship etc.
- Keeping record of health, discipline and behaviour of each and every child and take corrective measures.
- Keeping academic record and issuance of Marks Sheets etc. to each child.
- Issuance of School Leaving and Other Certificates.
- Online Student Attendance Record.

## 14. Online Admissions

The Directorate of Education has two types of Admissions: -

1. Plan Admission
2. Non-Plan Admission.

