

I/1234/2018

File No.J-11015(13)/1/2017-WPC

भारत सरकार/Government of India
केंद्रीय जल आयोग/Central Water Commission
कार्य योजना सेल/Work Plan Cell

Room No. 304 (S), Sewa Bhawan,
R. K Puram, New Delhi-110066
Email: wpcl@nic.in

Sub: Implementation of SPARROW in CWC from the year 2017-18 - reg.

Please find enclosed herewith copy of Lr. No. J-11012/1/2017-e-gov/14006 dated 12.03.2018 received from MoWR, RD & GR, forwarding minutes of the review meeting held under Director (e-Gov) on implementation of e-HRMS in CWC on 08.03.2018.

As decided in the meeting, it is requested to coordinate with NIC and obtain cost estimate for implementing SPARROW in CWC from the year 2017-18. For processing of the release of the funds to NIC within this financial year, it is requested to give top priority to this work and depute some person to NIC for obtaining the estimate immediately.

This issues with the approval of Chief Engineer (HRM), CWC.

Encl: As above.

Signature Not Verified
Digitally signed by M S SARAVANA KUMAR
Date: 2018.03.14 18:06:08 IST

(M.S. Saravana Kumar)
Deputy Director

Director, SM Dte., CWC, New Delhi.

CWC ID No. J-11015/13/1/2017-WPC/1234

Dated: 14-03-2018

Government of India
Ministry of Water Resources,
River Development & Ganga Rejuvenation,
(e-Governance Cell)

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated the 12/03/2018.

Subject:- Minutes of the review meeting on implementation of eHRMS.

A meeting on implementation of eHRMS was held on 08/03/2018 under the chairmanship of Director(e-Gov) in his chamber to discuss the various issues and decide further course of action on implementation of eHRMS. Minutes of the meeting is enclosed herewith for necessary action please.

Encl: As above.

(Girraj Goyal)
Director(e-Governance)
Ph.-23766369
Email: dircoord-mowr@nic.in

1. Chief Engineer HRM (Sh. Anupam Prasad), CWC, New Delhi.
2. Secretary, CWC, New Delhi.
3. Sh. B. Kotty Reddy, Technical Director, NIC, CGO Complex, New Delhi.
4. Sh. Sanjay Kumar, Technical Director, NIC, CGO Complex, Shimla.
5. DD, WPC(Sh. MS Saravan Kumar), CWC
6. US (E-I), Shram Shakti Bhwan, Rafi Marg, New Delhi.

Copy for Information to:

1. PS to JS (Admn.), MoWR, RD & GR, Shram Shakti Bhwan, Rafi Marg, New Delhi.
2. Director,e-Governance Cell, MoWR, RD & GR, Shram Shakti Bhwan, Rafi Marg, New Delhi.
3. Sr. Director(Tech)(Sh. Ajay Kumar Gupta), NIC, Shram Shakti Bhwan, Rafi Marg, New Delhi.

Annexure – I

**Minutes of the review meeting on implementation of e-HRMS
held on 08/03/2018**

A meeting on implementation of eHRMS was held on 08/03/2018 under the chairmanship of Director (e-Gov) in his chamber to discuss the various issues and decide further course of action

urgent.
JMC
13/3/18
Aso

I/14006/2018

on implementation of eHRMS. The list of participants in at Annex-1.

At the outset, Director(e-Gov) welcomed all the participants. He expressed his concern on the slow progress of implementation of eHRMS. Based on the deliberations held during the meeting the following decisions emerged:

- i. Inordinate delay has been observed in the implementation of APAR module in the eHRMS software. NIC officials informed that APAR was initially not a part of eHRMS and APAR module development is a complex task which may take further time also, even after development NIC would not be able to certify that the APAR Module developed is at par with the SPARROW of DoPT. This would have to be certified by DoPT. Therefore it was finalized that the SPARROW would be used for APAR of CWC officers. The CWC Officers were requested coordinate with NIC and obtain cost estimates for implementing SPARROW.

(Action by CWC & NIC)

- ii. It was informed by CWC officials that the Admin Rights are available only with the NIC Shimla team, due to which NIC HQ officers and the NIC support staff deployed at CWC are not able to make the desired changes. It was decided that Director Tech(Sh. Koti Reddy) would take up the matter with NIC shimla team to further the access rights available with NIC HQ and staff deployed at CWC.

(Action by NIC, Shimla and NIC, HQ)

- iii. NIC HQ team informed that the Tour module and Property Return module are ready for launch and the Leave , leave with LTC and Service Book module is in final stage and would be made live shortly. It was decided they would make them live at the earliest in accordance with the directions of DoPT.

(Action by NIC HQ)

- iv. It was noted with concern that there has been inordinate delay on the part of CWC in data entry, CWC officials have agreed that they would complete the Basic Details data entry of all their staff members by 31st March, 2018.

(Action by CWC officials)

- v. CWC officials also agreed to arrange and provide Census Code of the new districts to be entered in eHRMS.

(Action by CWC officials)

Annexure – I

List of participants who attended the review meeting on implementation of e-HRMS on 08-03-2018 at Shram Shakti Bhawan, New Delhi.

S/Shri

1. Chief Engineer HRM(Sh. Anupam Prasad), CWC, New Delhi.
2. Secretary, CWC; New Delhi.
3. Director,e-Governance Cell, MoWR, RD & GR.
4. Sr. Director(Tech)(Sh. Ajay Kumar Gupta), NIC, MoWR RD & GR.
5. Director(Tech)(Sh. Koti Reddy), NIC
6. US (E-I), Shram Shakti Bhwan, Rafi Marg, New Delhi.
7. DD, WPC(Sh. MS Saravan Kumar), CWC
8. Hariom Mishra, Sr. Programmer, NIC
9. Harsh Vardhan, Sr. Programer, NIC

Signature Not Verified

Digitally signed by GIRRAJ
GOYAL

Date: 2018.03.12 16:38:44 IST

Reason: Approved



भारत सरकार
Government of India
केन्द्रीय जल आयोग
Central Water Commission
सॉफ्टवेयर प्रबंधन निदेशालय
Software Management Directorate

No:10/4/e-Office-SMD/
22/05/2018

Dated:

कार्यालय ज्ञापन

विषय : **Implementation of SPARROW in CWC for Group A officers of CWC for 2017-18 reporting year.**

Sir,

SPARROW (Smart Performance Appraisal Report Recording Online Window) is an application software developed by NIC for online filling of APARs. It has been decided in CWC by competent authority to implement SPARROW from this reporting year onward for all CWES (Gr 'A') posted in CWC as well as in other organisations. The web portal is <https://sparrow-cwc.eoffice.gov.in/> The individual login credentials for accessing SPARROW portal are same as that of eOffice.

The first step in implementation of SPARROW is to map all officers in the SPARROW-CWC database. All CWES (Gr 'A') officers working in CWC and who are already mapped on eOffice portal of CWC have also been mapped onto the SPARROW portal as well. However, these officers are requested to check whether their CWC eOffice instance is running and their NIC email is eSign enabled. They are advised to login in eOffice application at <https://cwc.eoffice.gov.in/> and check their respective credentials.

Other officers working in other organisations e.g. the MoWR, RD & GR, CEA, GFCC, FBP, PPA, KRMB, GRMB, SSCAC, etc. are requested to get their login credentials created for SPARROW instance of CWC at the earliest by providing relevant information to this office. Template for SPARROW data is available at CWC website under the link '[eOffice Implementation](#)' The information may be emailed to smdte@nic.in and egovhelpdesk-cwc@nic.in from NIC email account of concerned officers.

It may also be noted that both eOffice and SPARROW Applications are eSign enabled. User's mobile number must be linked with Aadhaar Number for using eSign facilities on SPARROW as well as eOffice. User scan check for their mobile registration status at UIDAI website (<https://uidai.gov.in/>).

It is expected that the all CWES (Gr 'A') Officers will be able to access the SPARROW instance w.e.f 01.06.2018 after generation of their APARs (Completion of Part-1 of the APAR) by concerned Establishment sections viz. E1, E2 and E3 of CWC on the SPARROW portal. The user will get SMS alert on his/her mobile once the APARs are

generated.

For further information or any issues/problems in working on the SPARROW portal, the eOffice Help Desk team, stationed at Sewa Bhawan may be contacted on following help line numbers:

011-2958 3377, 011-2958 3366, 011-2958 3355

This issues with the approval of competent authority.

Signature valid

Digitally signed by ARHIL AKHOURI
Date: 2018.05.22 11:34:42 IST

(अखिल अखौरी)

उप निदेशक

For necessary action to:

1. All CWES cadre officers working in CWC,
2. All CWES cadre officers working in MoWR, RD & GR, CEA, GFCC, FBP, PPA, KRMB, GRMB, SSCAC, etc.

Copy for kind information to:

1. PPS to the Chairman, CWC
2. PS to the Member (D&R, RM & WP&P), CWC
3. PS to the Chief Engineer (HRM), CWC
4. PS to the Secretary, CWC

Copy available online at :

1. CWC website <https://cwc.gov.in> under the "Circular Section"
2. CWC website <https://cwc.gov.in> under the link "eOffice Implementation"
3. eOffice portal <https://cwc.eoffice.gov.in> under Knowledge Management System

कमरा सं. 628 (दक्षिण), सेवा भवन, रामाकृष्ण पुरम, नई दिल्ली-110 066
Room No. 628 (South), Sewa Bhawan, R. K.Puram, New Delhi-110066
दूरभाष/ Phone - 011-29583615, e-mail: smdte@nic.in