<u>**PROFORMA OF MAIN APPLICATION FORM**</u>

NOMINATION FORM FOR
NATIONAL AWARDS FOR e-GOVERNANCE 2014-15

1. **Name of the Organization:**   Odisha Computer Application Center
2. **Name of the Department:**   Department of Information Technology
3. **Name of State/UT/Central Government/Others:** Odisha
4. **Name of the Project:**   e-Despatch
5. **Nature of the project :** G2G & G2C
6. **Category of Award Applying for:**   Innovative Use of Technology in e-Governance

7. Objective of the Project:

The Objective of e-Despatch was to cut delays and encourage transparency in the system of government communications without making any changes to the Government rules as laid down in the Records Manual. The recipient offices can download the letter from a 'cloud' through a secured User Identity and Password instantaneously. The solution provides a platform for knowledge management and productivity, thus making sure that Government business processes are adequately captured within its framework. It enables generation of various reports for audit, monitoring and supervision purposes which were otherwise either not done or were laboriously undertaken manually with limited use and verifiability.

e-Despatch was also includes a search tool to quickly search through several parameters including: Key Words, File Number, Senders' office position/ name or Recipients office position/ name or Date and Subject line. The search tool is an integral part highly relevant for communication relating to old files/letters. Another key objective of e-Despatch was to bringing transparency in Government by the open publication of selected communications on the e-Despatch Portal for citizens to access and download. This function, it was hoped would considerably reduce the pressures arising from RTI applications and also increase accountability from officials.

8. Date of Launch of Project: 01/07/2012

9. **Beneficiary of the Project:** All Government offices, Media and Citizens

Details of Head of the nominated project

Name of the Project Head of the project: Mr. Aditya Mohapatra, OSD (Odisha Computer Application Center) and Under Secretary – IT Department

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Details of team for the nominated project -

Key Team Members with their Role Designation [Please mention key officers/ staffs (not more than 7 including project head) whose contributions were most significant for the success of the Initiative]

1. **Sri Aditya Mohapatra, Officer on Special Duty**

2. **Sri Saroj Kumar Tripathy, Deputy General Manager**

3. **Smt. Sudhasmita Mohanty, Sr. Software Engineer**