

DGT-25/2019-IT Cell
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Kaushal Bhawan, New Delhi
Dated 10th February 2020

To
Directors/HoDs/Principals
RDSDE/ NSTI/ NSTI(w)

Subject: Implementation of e-Office at all locations under DGT- reg

In a review meeting taken by Secretary, MSDE on 2nd Jan 2020, it was directed that from 1st April onwards all files should move electronically through e-Office and there should be 100 % compliance. (email from NIC attached)


In line with the above instructions, IT cell has initiated to create e-Office account for all officers across all locations under DGT. Please share the details of all officers of the respective institute in the attached format if not forwarded till date (Performa B).

Since e-Office (<http://msde.eoffice.gov.in>) works only in NIC network (internet services) i.e eOffice will only operation in institute/Office if it has NIC network. Providing NIC network will take time and it costs Rs. 4.5 lakhs/annum apart from other network hardware. Since many of our institutes/Offices does not have NIC network, so efforts has been taken to initiate the e-Office through NKN network through whitelisting the IP of the institute.

Hence we kindly request, institutes not having NKN/NIC network are requested to get a **static IP** from your internet service provider which can be whitelisted by NKN for e-Office. Normally one static IP is free on request from service provider which depends on the slab/scheme which you have availed. However, if not, static IP from your internet service provider can be obtained on payment basis (Eg. BSNL users, base charges about Rs. 2000/- per annum for one static IP) immediately.

Please share this static IP of your respective institute along with the nodal officer contact details at the earliest to IT cell (itcell.dgt-msde@gov.in) to take the matter with NKN to allow you to operate e-Office (Performa A).

Yours Faithfully


Dr. M. Jayaprakashan
JDT/ Head-IT Cell

Copy to:

- 1) Sr. PS to DG
- 2) PPS to all DDGs
- 3) Director (CFI)
- 4) Director (General Administration)
- 5) DSC Admin

Email

deepak.kumar89@gov.in

Ensure eoffice implementation in DGT**From :** Neeta Chauhan <neeta.chauhan@nic.in>

Tue, Jan 14, 2020 04:50 PM

Subject : Ensure eoffice implementation in DGT**To :** Dr. M Jayaprakasan, Joint Director & Head IT Cell, DGT
<m.jayaprakasan@gov.in>, Deepak Kumar
<deepak.kumar89@gov.in>**Cc :** Inder Pal Singh Sethi <sethi@nic.in>, Vishwajeet V.
Ringe <ringe@nic.in>, DEEPANKAR MALLICK
<deepankar.mallick60@nic.in>

Dear Dr JP/ Deepak ji,

A review meeting was taken by Secretary, MSDE on 2nd Jan 2020. It was mentioned that from 1st April onwards all files should move electronically through eoffice and there should be 100 % compliance.

The eoffice status of DGT is as below:

During last 1 year (i.e., 14/1/2019 to 14/1/2020)

DGT : (Total files created -) - 3362

Electronic files created - 2060 (61.27%)

Physical files created – 1302 (38.72%)

Hence it is to inform that to have total compliance, DGT IT cell may discourage the creation of physical files and ensure electronic files only.

Regards,
Neeta Chauhan
Technical Director
Ministry of Skill Development and Entrepreneurship

**Disclaimer:**