



Office Order

Real time Digitization in Mobile and Web Applications

In continuation to office order #BRLPS/Proj-MIS/56476/23 dated 23.02.23 regarding real time digitisation in mobile and web applications, the pace of digitization has not been found satisfactory which ultimately restricts the effective utilization of data in decision making. Timely digitalization will allow strategic utilization of data and will help in decision making. It is hereby instructed to mandatorily digitize the progress in apps and applications in real time. The list of the apps/applications related to themes, Accountability at Districts and Block level and the data entry users are mentioned in the table below:-

List of Apps and Applications					
Sl. No	Apps And Applications	Theme	District Level	Block Level data entry User	Frequency of Digitization
1	CBO profiles	IBCB	Manager IBCB	MIS Executives	Regular
2	MPMG (Masik Pratedan)	IBCB	Manager IBCB	Master Book Keeper	Monthly
3	CLFs Grading	IBCB	Manager IBCB	CLF Anchors	Quarterly
4	VO, CLF Transaction	FI	Mgr CF/MF	MIS Executives	Regular
5	SHG Member Insurance and claim monitoring system	FI	Mgr CF/MF	CM (Community Mobilizer)	Drive
6	Bank Sakhi monitoring tool	FI	Mgr CF/MF	N/A	Monthly
7	CBO Audit	FI	Finance Manager and	N/A	As per policy

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			CA firms		
8	SHG Transactions	FI	CF Managers	Book Keeper	Bi weekly
9	Project Finance and accounting system (FMIS) ERP	Finance	Finance Manager and Accountants	N/A	Regular
10	e-Project Audit	Finance	Finance managers, DPMs	BPMs, CA firms	As per policy
11	SHG HNS	HNS	Manager HN	MRP	Regular
12	e - CHC App	Farm	Manager Farm	LHS, AC/CC, VRP/ SEW	Regular
13	e - Agri-entrepreneur app	Farm	Manager Farm	MIS Executives, LHS, AC	Regular
14	Farmer Card	Farm	Manager Farm	MIS Executives	Regular
15	Neera App	Farm	Manager Farm	LHS, AC/CC	Seasonal
16	e – Goatry App	Livestock	Manager Livestock	AC/CC, LHS	Regular
17	e – Poultry App	Livestock	Manager Livestock	AC/CC, LHS	Regular
18	e- Pashu Sakhi App	Livestock	Manager Livestock	Pashu Sakhi	Regular
19	e- Fisheries App	Livestock	Manager Livestock	MIS Executives	Regular
20	Central Process Monitoring System for DKR ERP	Non-Farm	Manager Non-Farm	DKRs and RRM Users	Regular
21	Honey MIS	Non-Farm	Manager Non-Farm	AC/CC	Regular
22	Job Fair App	Jobs	Manager Job	Jobs Resource person	Regular
23	Pico Projector Monitoring System	Communi cation	Communication Manager	AC/CC	Regular
24	Procurement	Procurem	Procurement	N/A	Regular

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	and Inventory ERP	ent	Manager		
25	GIS for Farm and Livestock Interventions	Farm & Livestock	Farm and Livestock Manager	N/A	Regular
26	HRMIS ERP with Mobile app	HR	HR Managers	N/A	Regular
27	Staff Transfer Posting application	HR	HR Managers	N/A	Need based
28	CLCDC	SD	SD Manager	Vidya Mitra	Regular
29	HNS Help Desk	HNS	HN Manager	Swasthya Mitra	Regular
30	Didi Ki Nursery	SD	SD Manager	AC/CC	Regular

It is very crucial to digitise the progress of the interventions in the app and applications in real time. The officials at all levels need to follow-up to ensure timely digitization activity. It will help to deep dive and analyse the progress of the interventions and further can be used in Decision Making at Apex level.

Directions:-

1. Vide office order #BRLPS/Proj-MIS/58102/23 dated 15.03.2023, regarding Roll out of Finance & Procurement ERP, it was communicated that real time digitisation of the modules to be **started from 1st April, 2023**. It has been observed that digitization has started but it has not reached to real time. It is being directed that the Finance and Procurement modules with Inventory has to be brought in real time digitisation from **1st September, 2023 without fail**.
2. It is being directed that all the reports to be prepared on the basis of data from the apps and applications. **The legacy data to be digitized in all the apps and applications on or before 30th September, 2023 and further real time digitization is to be maintained.**
3. **From 1st October, 2023, No manual data to be reported/accepted.** Till then, the MPPR portal has to be updated for the month of July, August and September, 2023.
4. M&E Mangers/Inc will share the data through DPM for any report either through MPPR or through apps and applications in coming days.

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5. The data points not covered in existing apps and applications will be considered in the reports. The theme will have to incorporate those indicators/data points in apps and applications soon, based on quantifiable-verifiable data point aspect.
6. DPM at District and BPM at Block level will be **responsible** for the real time digitization of thematic interventions in apps and applications without delay.
7. The thematic managers will be **accountable** for digitization in apps and applications and will share the status with DPMs on weekly basis.
8. The Monthly Review at State/District/Block to be conducted on the MIS based data only.
9. The district/block mentors to review the progress on MIS based data. The source of data to be stated in the slides specifically like MIS/Manual/Sheets/etc. in each meeting.
10. **M&E Managers/MIS-Consultants** will conduct trainings, refreshers, gap analysis, etc. to improve the pace of digitization in coordination with thematic managers.
11. MIS theme at SPMU to ensure technical support in all apps and applications.

Signed by Rahul Kumar

Date: 02-08-2023 11:59:41

(Rahul Kumar)

CEO-cum-State Mission Director

Copy to:

1. Director, OSD,
2. PCs, CFO, SPMs, PS
3. All SFMs, PMs, AFMs, DPMs
4. IT Section