ICFRE e-parivartan

April' 08

E-Governance Roadmap of ICFRE

2015
* All services online through Internet and Intranet

2012
* 50% online service delivery to stake holders

2010
* Paperless ICFRE Online
* All G2G transactions online within ICFRE
* Digital Democracy in ICFRE

2009
* Data centre in place
* All internal services online processed offline
* Digital Signature Infrastructure in place for ICFRE

2008
* Core Applications in place
* Video Conferencing in place
* ICFRE Intranet portal in place

2007
* Virtual Private Network (VPN) in place
* Long term vision of e-Governance in place

IFRIS at a Glance

Stage I	Conceptualization (07th June 2006 to 31st January 2007)
Stage II	Project Development including Business Process Re-engineering (15th March 2007 to 31st August 2007)
Stage III	Software Development and Implementation (January 2008) Pilot Rollout : October 2008 System Go : Live : March 2009

About e-parivartan

This newsletter "*ICFRE e-parivartan*" aims to give insight into the e-governance developments in ICFRE, its institute / research centers located in different geographical region across the country. The concept of the letter was introduced in Research Policy Committee (RPC) meeting on 27th February'08 and was appreciated by all the members. *ICFRE e-parivartan* would cover the e-governance developments leading to transformation of ICFRE from manual to the electronic environment. The newsletter would be a monthly publication for limited circulation (intra-ICFRE and its stake holders) to increase the awareness of the IFRIS Project. *e-parivartan* is a forum to share the news and views of the Management, the e-champions, users and the developers of the system. We always look forward to your valuable feedback and inputs on the subject !

ICFRE has taken the initiative to develop comprehensive Information Technology software solution of Indian Forestry Research Information System i.e. IFRIS. The software aims to transform the present manual working environment into an automated system.

Indian Forestry Research Information System (IFRIS)

The thought process for enhanced IFRIS was initiated during "ENVISION", an e-governance initiatives of Ministry of Environment and Forests, Government of India. The project "ENVISION" aims to strengthen Information Technology to speed up and facilitate functions of Ministry and its subordinate offices spread across the country. Considering the need of Research Information System, which is of utmost importance. Information Technology Cell (IT Cell) at ICFRE took the lead and conceptualized the IFRIS Project.

It was deliberated that the **IFRIS would broadly cover two aspects**, firstly the research part, under Indian Forestry **Research Information** Management System and the second part namely Indian Forestry Research **Administration Information** System shall take care of administrative aspects.

Key Focus Areas of IFRIS

- Translate present working **manual systems into automated systems**
- Enhance responsiveness through workflow automation and **knowledge management**
- **Increase access, efficiency, transparency and accountability** of services
- **Real-time information management** of research projects
- **Enhanced monitoring** of ICFRE engagements with external stakeholders
- Enhance **convenience of users, stakeholders** in accessing the information and services
- Need based **MIS Report generation**

Subsequently, IT Cell prepared **Expression of Interest** for Consultancy on Project Development of IFRIS. The evaluation and selection of the consulting firm was made through **competitive bidding process** and **M/s Wipro Ltd, Gurgaon** was awarded the contract for Consultancy on Project Development of IFRIS. The following are the highlights of the assignment:

- Consultancy project kick-off presentation on **15th March 2007**
- A **participatory approach** was adopted to identify the potential improvement areas
- An exhaustive process study was conducted **at ICFRE, IWST and FRI**
- Potential **process improvement and transformation areas** were identified to address the concern areas and meet the expectations of the stakeholders.
- Process improvements were **discussed with Working Group** constituted by Project

Steering Committee at ICFRE and FRI and feasibility assessment for their adoption was also conducted.

- Recommendations of Working Group on **proposed TO-BE processes** were **discussed with Project Steering Committee**.
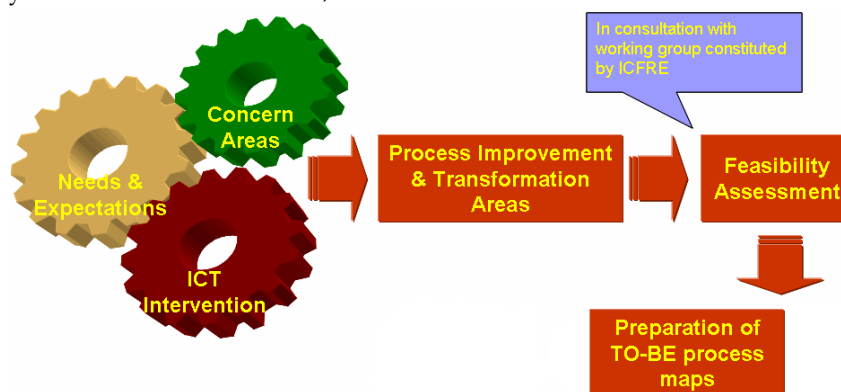
- Suggestions and comments of Project Steering Committee are incorporated to **prepare final TO-BE processes**.
- After the finalization of TO-BE process by Project Steering Committee, the same is being approved **by Director General, ICFRE**.

  Key Deliverables of Project Development
  1. AS-IS Report
  2. Analysis Report
  3. Request for Proposal for IFRIS
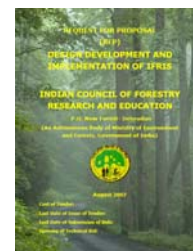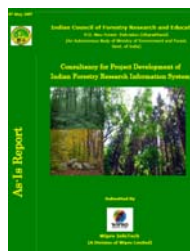
Following the development of project, **Request for Proposal (RFP)** for software development of IFRIS was sought from the leading IT companies. The evaluation and selection of the software firm was made through competitive bidding process and **M/s Sobha Renaissance Information Technology Limited, Bangalore,** was awarded the contract for Design, Development and Implementation of IFRIS.

Key activities of Master Project Plan for Design Development and Implementation of IFRIS

	Activity	From	To
Milestones	SRS and System Design	JAN 2008	APR 2008
	Software Development	MAY 2008	AUG 2008
	Legacy Data Entry	APR 2008	SEP 2008
	Deployment of Software on pilot basis and UAT	SEP 2008	**OCT 2008**
	Rolling out of Software and User Acceptance Testing (UAT)	DEC 2008	**MAR 2009**
	Training	JAN 2008	FEB 2009

System Study at ICFRE

Functional consultants from Sobha Renaissance Information Technology (SRIT) under the guidance of Project Manager, ICFRE and Programme Management Consultant conducted a detailed study of functionalities that the proposed system should have. This was done keeping in mind the TO-BE processes approved by DG, ICFRE. The system study at ICFRE took place from 11th February 2008 till 3rd March 2008. This was in continuation with the initial requirement study conducted at IWST, Bangalore during January 2008. Officers and Scientists in ICFRE and IWST have contributed immensely to the discussions to arrive at the right set of software requirements.

Contract Finalization

The software development contract document has evolved as result of various rounds of discussion happened among ICFRE, SRIT and Wipro. The final version of the contract has been vetted by experts from Department of Information Technology, Ministry of Communication and Information Technology, New Delhi. Upon approval by the Director General, ICFRE, the contract was formalized on 4th March 2008.

Lecture on Change Management

A lecture on Change Management was delivered by Shri S.R. Das, Senior Director (e-governance), Department of Information Technology, Ministry of Communication and Information Technology, New Delhi at the ICFRE Hqtrs. on 11.01.2008. The event had a participation of all the officers of ICFRE Hqtrs.

Project kick-off meeting @ RPC

During the RPC meeting conducted on 27th February 2008, the stage 3 of IFRIS project officially took off. During the meeting, Dr. Atul K Srivastava, ADG (Admin.), ICFRE has given a presentation on e-governance road map of ICFRE and Progress made so far. Subsequent to that Dr. Harish Kumar, Scientist-E and Project Manager e-governance, has elaborated on importance of IFRIS project. Shri Rakesh Pant, Program manager, SRIT addressed the gathering stressing the need for change management. Shri Tijo Thomas, PM, SRIT and Shri Vishesh Tomar, PM Wipro demonstrated the prototype of Research Information Management System.

Software Requirement Specification (SRS) Discussions at SRIT and IWST

Subsequent to the system study at ICFRE, the functional consultants of SRIT has prepared SRS document depicting the functionalities the proposed system. The SRS were initially reviewed at SRIT, Bangalore by Dr. Harish Kumar, PM E-governance and Vishesh, PMC. The SRS were then presented to process owners and e-champions at IWST during the period 2nd April 2008 - 9th April 2008. The

comments obtained during these discussions were incorporated in the SRS document. SRS is being further discussed at ICFRE with the Process owners, e-champions, Technical functional committees and ICFRE Apex committee for final approval.

Institute Apex Committee Meeting @ IWST, Bangalore

Institute Apex committee meeting for discussion on Software Requirement Specification document for IFRIS was held on 08th April 2008, in IWST Bangalore. The meeting was also attended by all HODs and Scientists and other senior officials at IWST. The meeting initiated with a multimedia presentation on TO-BE processes of research information management system. During the meeting brief of SRS was presented to scientists and officials. SRS presentation was followed by constructive discussion lead by Sh. S C Gairola, Director, IWST, Bangalore.

e-champions

Change management is a very important aspect in e-governance projects. It involves managing the adoption of application at all levels of organization. Change agents are required to enable smooth adoption of IFRIS and make it a success. ICFRE has taken the initiative to identify e-champions from all the Institutes. The first e-champion Training has been conducted from 21st April 08 to 25th April 2008 in ICFRE Dehradun, where e-champion from all the institutes have actively participated and shared there inputs for success of project.

The next edition of ICFRE e-parivartan solicits your views on the process of change envisaged by the institution.

e-governance@ICFRE in media →
The pioneer, 28.03.2008

ICFRE prepares roadmap for e-governance

Jotirmay Thapliyal | Dehradun

The sixth pay commission has recommended e-governance and best practices for efficient workings of the departments.

The Indian Council of Forestry Research and Education (ICFRE), Dehradun, has already put itself on an e-governance mode and has charted out an e-governance roadmap 2015.

The ICFRE had made a head start on e-governance in the beginning of 2007 and as addition to its e-governance resolve, it recently came up with more user-friendly new website. The site that has content-based management systems does away with the hassles of regular updating.

· ICFRE Director General Jagdish Kiswan has himself taken keen interest in introducing e-governance in the workings of ICFRE. "The e-governance and their practices to do good work are the key to success of any organisation in the IT enabled scenario and the ICFRE has been taking it with all seriousness," Kiswan observed.

The ICFRE has already taken a lead in putting up the e-governance into use and to check plagiarism linked to researches in forestry sector. It has also put an end to the problem of overlapping in researches. In one of his recent visits to ICFRE, former Madhya Pradesh Principal Chief Conservator of Forests GP Maithani had welcomed the initiatives of e-governance.

The concept of e-governance or more accurately electronic Government entails use of information and communication technologies by Government agencies for exchange of information with the citizens, business and other Government departments. Speedier and more effective delivery of public services, improving internal efficiency, reducing costs and re-structuring of administrative processes are among in its contents.

"The sixth pay commission has described stages of e-governance that includes web presence, interactive presence, transactional presence and e-participation" Harish Kumar Project Manager of e-governance ICFRE told *The Pioneer.*

The ICFRE e-governance roadmap calls for putting all its services online in 2015. It has also charted out a time-bound plan to achieve its goal. With already on way from 2007, it plans to put its core application and intranet portal in place by 2008. By 2009 end, data centre has to be completed and digital signature infrastructure has to be generated. In 2010, a paperless ICFRE would be online with additional introduction of digital democracy.

The ICFRE's 50 per cent online services will be delivered to the stakeholders.

Constituted in 1986 by the Union Environment Ministry, ICFRE has played a key role in coordinating and promoting forestry education research and its application. It generates, preserves and disseminates knowledge, technologies and solutions for issues linked to forestry.

WIPRO
Applying Thought

SOBHA
MAKING IT WORK BETTER
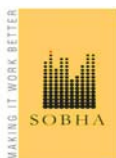
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