



eoffice

A DIGITAL WORKPLACE SOLUTION



PAVING WAY FOR AN OPEN GOVERNMENT



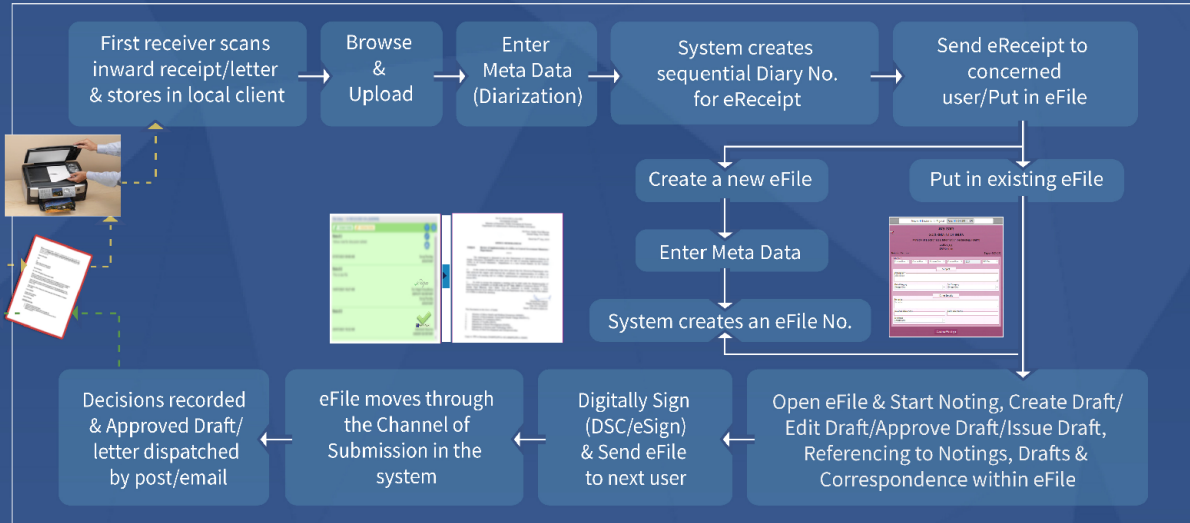
Ministry of Electronics &
Information Technology
Government of India

NIC एनआईसी
National
Informatics
Centre

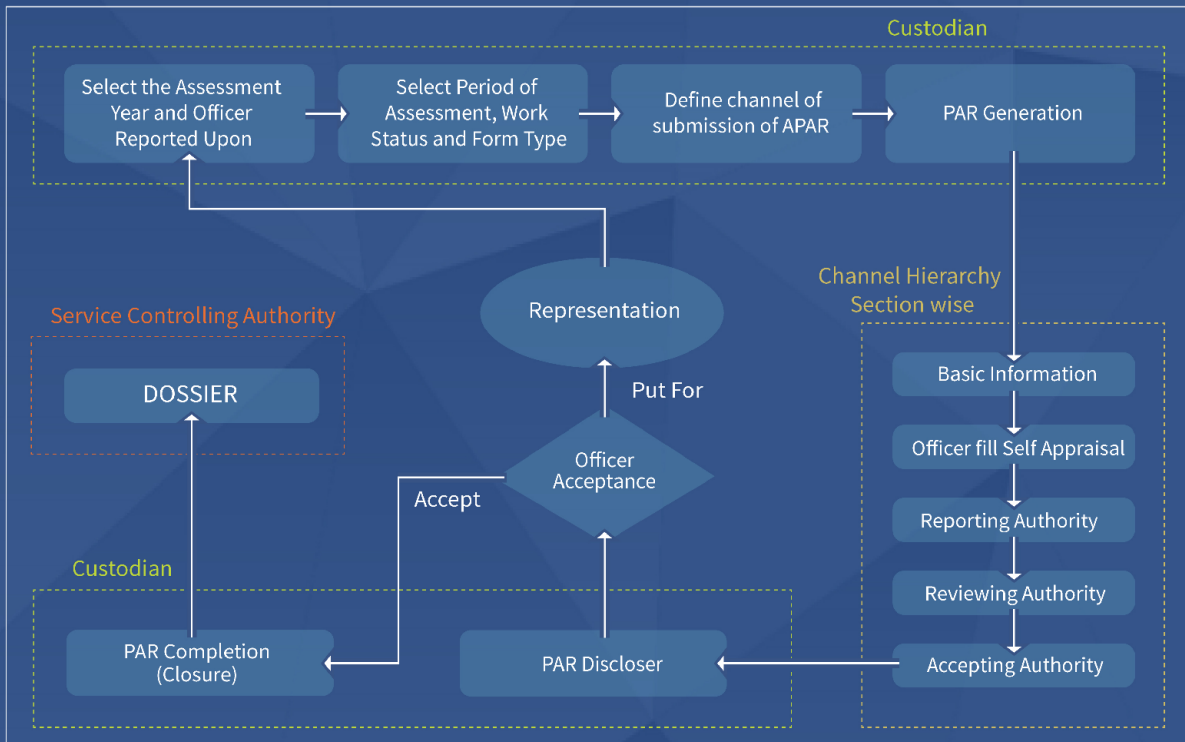
NATIONAL
INFORMATICS
CENTRE
NCSI
SERVICES INCORPORATED



eFile Process



SPARROW Process





File Management System (eFile)



RECEIPT DIARIZATION

eFile CREATION

MOVEMENT & TRACKING

DIGITAL SIGNATURES ENABLED

BECOME A PART OF IT

START USING eFILE

Knowledge Management System (KMS)

Central Documents Repository



Tagging

Workflow with Knowledge Manager Layer



Full Text Search

API

Users



External Applications

Work From Anywhere (WAW)



Real-time information access
Realistic emulation of an office
Instant messaging & collaboration with other users



Confidentiality & Security
Business & Service Continuity
Flexible & Responsive Digital Workplace

Smart Performance Appraisal Report Recording Online Window (SPARROW)

Search Employee for Appraisal

https://
Home>Employee Search

Assessment Period

Name

Code

Designation

Search Results

Creation of the Work flow

https://
Home>Setting Hierarchy

Name:Code:Designation

Stand.	Repres.	Ref.
Active	Sr.no	Name
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Continue

Generation of eAPAR

https://
Creation of Workflow

Name:Code:Designation

Sr.	Form ID	Code	Name
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Generate Send

Filling & Forwarding of eAPAR



eAPAR Approved at Different Levels



eAPAR Viewed & Completed



TRANSFORMATIONAL JOURNEY



File Preparation

