

Copy of the letter No. DIT-(SWAN-SITEG)3/2008-72 dated 12-07-2014 received from the Principal Secretary (IT) to the Govt. of Himachal Pradesh to addressed to all the Administrative Secretaries / all the Heads of Department in H.P. and others.

Subject :- Notification regarding the standard for preservation Information Documentation (e-GOV-PID) of Electronic Records.

I am directed to forward the Notification No.1(2)/2010-EG-II received from the Deputy Director, Ministry of Communication and information Technology, Delhi, Government of India, wherein Govt has notified Standard for Preservation information Documentation of Electronic Records for all e-Governance Applications w.e.f. the date of notification.

The standards can be downloaded from <http://egovstandards.gov.in> website under the "Published Documentats" → "Notified Standards" → "Digital Preservation Standards" section.

The Department of information Technology, HP has listed below few points for reference on the subject:

1. "Not Active Records" means the records which does not require any further processing and are in their final stage of outcome. Example of such records may be signed agreements, signed copies of SLAs, transaction records, etc. which are non-changeable in nature. These documents may be archived (preserved) now for reference at a later point of time.
2. The government departments will identify the records for archival.
3. The archival of the records would then be done by following the standard for Preservation information Documentation of Electronic Records.
4. The eRecord Management System is being development by C-DAC.

You are, therefore, requested to take necessary action in identifying the records for archival with intimation to this department. The eRecords Management System may further be discussed with C-DAC for implementation in specific user scenarios. The implementation of these standards is important from the view point to promote the usage of Open Standards to avoid any technology lock-ins.

Enclosed: Annexure- 1

Directorate of Hr. Education
Himachal Pradesh

Endst. No. EDN-H(1)B(15)1/2009- Imp. Instt. Dated Shimla - 171001 the
Copy for information and further necessary action is forwarded to :-

1. The Principal Secretary (IT) to the Govt. of HP w.r.t. letter No. DIT-(SWAN-SITEG)3/2008-72 dated 12-07-2014 for information please.
2. The Additional Director of Hr. Education (Adm.), H.P.
3. The Addl. Director Director of Hr. Education (S) . H.P.
4. The Joint Director of Hr. Education, C-I/ C-II, H.P.
5. The Joint Controller (F&A), Dte. of Hr. Education, H.P.
6. The OSD(C)/ OSD(Skt.) Directorate of Hr. Education, H.P.
7. All the Principals of Govt. Degree Colleges GCTE Dharamshala & Skt. in the H.P.
8. All Deputy Directors, Dte. of Hr. Education, H.P.
9. All the Deputy Directors of Hr. Education in the Pradesh with the remarks that same letter be circulated all offices/ institutions under your control.
10. The PS to the Director of Higher Education, H.P.
11. The Technical Officer, Dte. of Hr. Education, H.P. (for the uploading on deptt. Website).
12. All the Superintendents/Branch Officers in the Directorate of Hr. Education, H.P.
13. Guard File.
- 14.


Director of Hr. Education
Himachal Pradesh