



Notification for rolling out of E-office software in DHBVN

It is notified that in compliance to the directions of the Worthy ACS/Power, Govt of Haryana, E-office software developed by NIC team has been rolled out in DHBVN w.e.f 04.01.2021 for carrying out day-to-day official activities (drafting and noting) through paperless means.

Accordingly, the following are being circulated for information of all concerned officials/officers, please:

1. In first phase, user IDs of 99 officials/officers have been created and got activated from HARTRON Team (Ref Annexure I).
2. PPT for the understanding of detailed process flow along with the link of the software has been made available on DHBVN website (Employee Corner >> Employee Arena >> Application >>E-office).
3. End user training has also been conducted by HARTRON Team from 15.12.2020 to 17.12.2020.
4. It is requested that 1 no official/officer may be nominated from eachoffice/wing so that the official/officer may get in touch with Local E-office Team in case of any issue being observed during the operations phase and further support is required.
5. The details of the Local E-office Link Team at HQ for any operational & technical support is as under;

S. No	Name	Designation	Mobile No	Email ID
1	Sh. Ankit Ralia	SDO IT	8813999694	eoffice@dhbvn.org.in
2	Deepak Kumar	System Engineer	9255321491	eoffice@dhbvn.org.in
3	Aditya Singh	System Engineer	8299885783	eoffice@dhbvn.org.in
4	Surrender Kumar	System Engineer	9694231431	eoffice@dhbvn.org.in

As such, the above is brought to the notice of all the concerned officials/officers for careful consideration and meticulous compliance of the matter with immediate effect.

DA/As above

- Sdr
Superintending Engineer/IT
For Chief technology Officer
DHBVN, Hisar

Endst. No: *Ch-61) IT-272*

Date *08-01-2021*

Copy of the above is forwarded to the following for their information and action, where necessary to the following please:

1. All CE/SE/XEN under DHBVN
2. The CS/CAO/FAMM/FAHQ/Chief Auditor, DHBVN Hisar
3. All SDOs at Head Office in DHBVN

4. OSD to ACS/Power, Govt. of Haryana for ACS/Power
5. SPS to MD, DHBVN, Hisar for MD, DHBVN Hisar.
6. SPS to Director OP/Projects, DHBVN, Hisar for Director OP/Projects.

Ans
7/1/21

**Superintending Engineer/IT
 For Chief technology Officer
 DHBVN, Hisar**

Sl. No.	Name of the Officer	Designation	Remarks
1.	Superintending Engineer	System Engineer	
2.	Assistant Engineer	System Engineer	
3.	Assistant Engineer	System Engineer	

As per the above is brought to the notice of all the concerned authorities for their respective action.

DATE: 07/01/2021
 Sd/-
 For Chief Technology Officer
 DHBVN, Hisar

Encl. No. 42/1/2021
 Copy of the above is placed to the following for their respective action, where necessary to the discharge of their duties.
 1. For the Chief Engineer, DHBVN
 2. For the Chief Technology Officer, DHBVN Hisar
 3. For the Chief Engineer, Office in DHBVN