



GOVERNMENT OF KERALA

No: IT Cell-2/142/2021-ITD
ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT
Thiruvananthapuram,
Dated:07-03-2022

CIRCULAR

Sub:- E & IT Department – Implementation of e-Office in public Sector Undertakings
– Instructions issued – reg

Ref:- Letter No. e-Office/20/2019-KSITM dated 14.02.2022 from the Director, Kerala
State IT Mission

'e-Office', a file management system developed by National Informatics Centre (NIC) is functional in Government Secretariat, Directorates, and various field offices in the State. The Director, Kerala State IT Mission as per the letter cited submitted a proposal for implementation of e-Office in the Public Sector Undertakings. Government have examined the proposal in detail and following instructions are issued:

1. The Public Sector Undertakings may continue to use the File Management System which are presently being used.
2. Any of the Public Sector Undertakings desiring to implement e-Office may engage National Informatics Center for its implementation directly.
3. The cost for implementation of e-Office in Public Sector Undertakings would be borne by the respective Public Sector Undertaking.

BISHWANATH SINHA
ADDITIONAL CHIEF SECRETARY

To:

All Departments in Secretariat.
All Heads of Public Sector Undertakings
The Director, Kerala State IT Mission
The Web & New Media, Information & Public Relations Department
Stock File / Office copy

Forwarded / By order,

Section Officer.