# GOVERNMENT OF KERALA

Abstract

Information Technology Department- Implementation of Digital Work Flow Software DDFS in Information Technology Department- Orders issued.

INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT

GO(Ms) No: 44/2010/ITD          Dated Thiruvananthapuram 14-12-2010

Read:   1) G.O(Rt).No. 22/2009/ITD, dated 31/01/2009
         2) GO (Rt) No:56/2009/ITD Dated 11/3/2009
         3) GO (Rt)No:143/2009/ITD Dated 8/7/2009
         4) GO(Rt)No:88/2010/ITD Dated 14/5/2010
         5) G.O(Ms).No.32/2010/ITD, Dated 24/09/2010
         6) G.O(Ms).No.33/2010/ITD, Dated 28/09/2010
         7) G.O(Ms).No.34/2010/ITD, Dated 28/09/2010
         8) G.O(Ms).No.35/2010/ITD, Dated 28/09/2010
         9)G.O.(Ms) No.42 /2010/ITD Dated 8/12/2010
         10)GO(Rt) No:298/2010/ITD Dated 8/12/2010

## ORDER

As per GO read as first paper above Government have appointed M/s Keltron as a full time agency to provide necessary support for implementing the digital work flow software MESSAGE in Secretariat. Accordingly they have submitted proposal for implemening the MESSAGE in seven Departmements viz Information Technology, Food & Civil Supplies, Public Works, Higher Education, Finance, NORKA and Co-operation. As per GO read as second paper above a Technical Committee was constituted to study the proposal. Based on the revised proposals submitted by M/s Keltron, Technical Committee recommended for accepting the proposal. As per GO read as third paper above Administraive Sanction to the tune of Rs245 lakhs have been accorded for the implementation in above seven Departments. During implementation it was found that the MESSAGE lacks scalability, security, encryption,Unicode support, MIS, and user friendliness. Accordingly it was decided to re-engineer the software to make a fully compatable digial work flow for Secretariat environment and thus Digital Document & Filing System (DDFS) was developed. It is in J2EE platform and MySQL DB with extensive auditing and logging capabilities and Unicode support. It is integrated with IBM digitisation server to maintain the closed files and easy interface for scanning with support for SANE protocol. As per GO read as fifth paper above Government have prescribed change of operations during implementation of DDFS. In the Gos read as 6th ,7th

and 8$^{th}$ the responsibilities and privilages of different users were prescribed. As per GO read as 9$^{th}$ paper above procedure for adminstration of DDFS is defined. As per GOs read as 4$^{th}$ and 10$^{th}$ above necessary back-up and disaster recovery plan were formulated. All the arrangements perscribed above were completed and hence the Digital Work Flow DDFS will be started in Information Technology Departemt from 15$^{th}$ December 2010. All the file processing in Information Technology Departement will be electronoic from that date and Government orders accordingly.

(By the order of Governor)

Principal Secretary

To
   The Principal Secretary to Government, Finance Department
   The Principal Secretary to Government, Information Technology Department
   The Principal Secretary to Government, Co-Operation Department
   The Principal Secretary to Government, Higher Education Department
   The Secretary to Government, Public Works Department
   The Secretary to Government, Food and Civil Supplies Department
   The Secretary to Government, NORKA Department
   The Secretary to Government, Personal and Administrative Reforms Department
   The Secretary to Government, General Administration Department
   Additional Secretary to the Chief Secretary
   The Director , CERT, Kerala, Thiruvananthapuram
 Copy to
         Private Secretary to Chief Minister