

No. Rev-C (C) 17-4/2011-part-1
Government of Himachal Pradesh
Department of Revenue

From

The Addl. Chief Secretary (Revenue) to the
Government of Himachal Pradesh

To

The Secretary (AR) to the
Government of Himachal Pradesh.

Dated: Shimla, 171002, the

October, 2025

Subject: - Providing information regarding status of projects funded under the State
Innovation Fund Scheme.

Sir,

I am directed to refer to your letter No. Per (AR) F(4)-2/2022 dated 8th August, 2025 on the subject cited above and to enclose a copy of Utilization Certificate in original of Rs. 7.25 Lakh received from Assistant Commissioner to the Divisional Commissioner, Shimla as Annexure-A for further necessary action at your end please.

Yours faithfully,

(Rajinder Singh Negi)
Under Secretary (Revenue) to the
Government of Himachal Pradesh
Ph.No. 0177-2627810

15th October, 2025

Endst.No. As above Dated, Shimla-2, the

✓ Copy is forwarded to the Advisor Planning to the Government of Himachal Pradesh
for information please.

Under Secretary (Revenue) to the
Government of Himachal Pradesh
Ph.No. 0177-2627810

15.10.25
DDC Project

15/10/25

Re (Innov.)

15/10/25

S.A / A.R. (Inv)

Annexure A

Status review of the projects funded under State Innovation Fund

1. Name of the Innovation

Project- Digitalization of record room

2. Nodal Implementing Agency

(s)- Department of Planning

3. Area of Operation/Site of Implementation-

Divisional Office Shimla, Kangra,

Mandi and F.C. Appeal.

4. Financial Status:

i) Amount Sanctioned- 7,25,000/-

ii) Date of Sanction – 24.03.2023

iii) Amount Utilized (till date) – 7,25,000/-

iv) Balance Amount and its status (Rs)- NIL

v) UC/CC submitted of (Rs.) – 7,25,000/-

5. Physical Status:

Sr. No	Name of the component	Completed (Yes or No)	Date of starting	If yes, date of completion	If not, likely date of completion
1.	Digitalization of record room	Yes	July 2023	May,2024	-

6. Details of the activities carried out with the State Innovation fund (Max. 200 words)-

Scanning of all court cases files, old court cases has been scanned in order to maintain the record in sequence order so that it would be easily accessible in online platform. Streamlining government process through digitalization such as digitalization of record.

7. Objectives of Innovative Intervention:

i) Proper filing of the document.

ii) Maintenance of online data.

iii) Active platform is used in connection to the record.

iv) Easy access for the uploading/downloading of the record in order to save time and reducing the cost.

8. What are the elements of innovation that were introduced which brought out procedural changes and increased efficiency. Please give a brief: (Max. 200 words)

This scheme is helpful in streamlining internal workflow and also it is beneficiary for system to boost efficiency and reduce cost as well as time. With the use of this scheme various departments including government agencies, institutions and community organisations will work together in a good and healthier way.

9. How the innovation project has benefitted the public?

This scheme is beneficiary for public such as minimizing digital record and manipulation of documents, establishing clear land titles and reducing disputes over ownership and boundaries. With the help of this scheme land record are easily accessible, online reducing time involved in obtaining physical documents, digital record enable, better planning execution of land based projects/schemes/policies.

10. How the innovation project has benefitted the department?

i) Procedural simplification- This scheme facilitate faster exit process and easier closure and reallocation of record. This is also helpful to reduce burden on staff and enables to focus on important task related to the other official work.

ii) Quick Disposal (compare pre and post innovation with three examples).

This scheme has facilitate to improve land record management, reducing disputes and increasing transparency. It is also helpful to the parties can resolve dispute through mediation before approaching court reducing litigation.

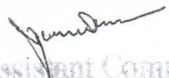
iii) Convenience for clients (minimum three examples).

This scheme has facilitated to submit application from the comfort of their homes or offices. And also helpful to monitor the status of their application in real time. Reducing the need of multiple visit to government offices and save their time, money and unnecessary gathering in the public offices.

11. Further steps taken by the department to continue with the project activities, innovative ideas? -

12. Suggestion/Comments of the department on State Innovation Fund Scheme?

All land-related records should be digitized and made available online and also providing training to the staff related to the digitization of the record.

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Sign. of concerned/Nodal Dept.HOD

Name - _____

Designation- _____

Date- 26/09/2015