

Minutes of Meeting held under the Chairpersonship of Adviser, AER, ES&E Division (DA&FW) on Friday 08th December, 2023

A meeting in VC mode with all the AERCs/Us and the IT team was held under Chairpersonship of Adviser, AER, ES&E Division (DA&FW) on Friday, 8th December, 2023 to discuss issues and feedback on Demo version 1&2 of the mobile application interface for Concurrent Feedback of Schemes of DA&FW. The list of participants is at Annexure.

2. Adviser (AER) welcomed all the participants and informed that all the questionnaires have been loaded in the mobile app w.r.t. all the schemes undertaken for Concurrent Feedback. All the AERCs/Us were asked to share the shortcomings faced in the test run of the mobile app demo version 1&2 one by one.

3. AERCs/Us apprised several glitches in the app and shared their feedback concerning questionnaires related and IT related issues.

4. All the issues/glitches as well as suggestions shared by the AERC/Us were noted for further improvement in the mobile application.

5. It was suggested that AERCs/Us may contact IT Team directly for any queries related to the app.

6. The following decisions and action points emerged from the meeting:

- a) All the AERCs/Us to share feedback through mail. CMA, IIMA to forward google sheet of consolidated feedback.
- b) IT Team suggested Concurrent Feedback team of AER Section to bucket issues raised by AERCs/Us into two categories viz. IT related issues and Questionnaire related issue.
- c) Concurrent Feedback team will also install and test run the app.
- d) IT Team will address the raised issues and come up with an updated next demo version of the mobile app next week.
- e) To enable test run of all the schemes by each AERCs/Us, IT Team would provide accessibility of all the questionnaires to all the AERCs/Us.
- f) Next meeting would be fixed w.r.t. mobile app after all the issues raised in the meeting are taken care by the IT Team and D₃ version of the app is ready.

The meeting ended with a Vote of Thanks to the Chair.

List of Participants

Adviser, AER, ES&E Division, DA&FW

All AERCs/Us

IT Team

Concurrent Feedback Team