

EASE OF LIVING AND MUNICIPAL PERFORMANCE INDICES DASHBOARD USER MANUAL









Introduction to the dashboard user manual

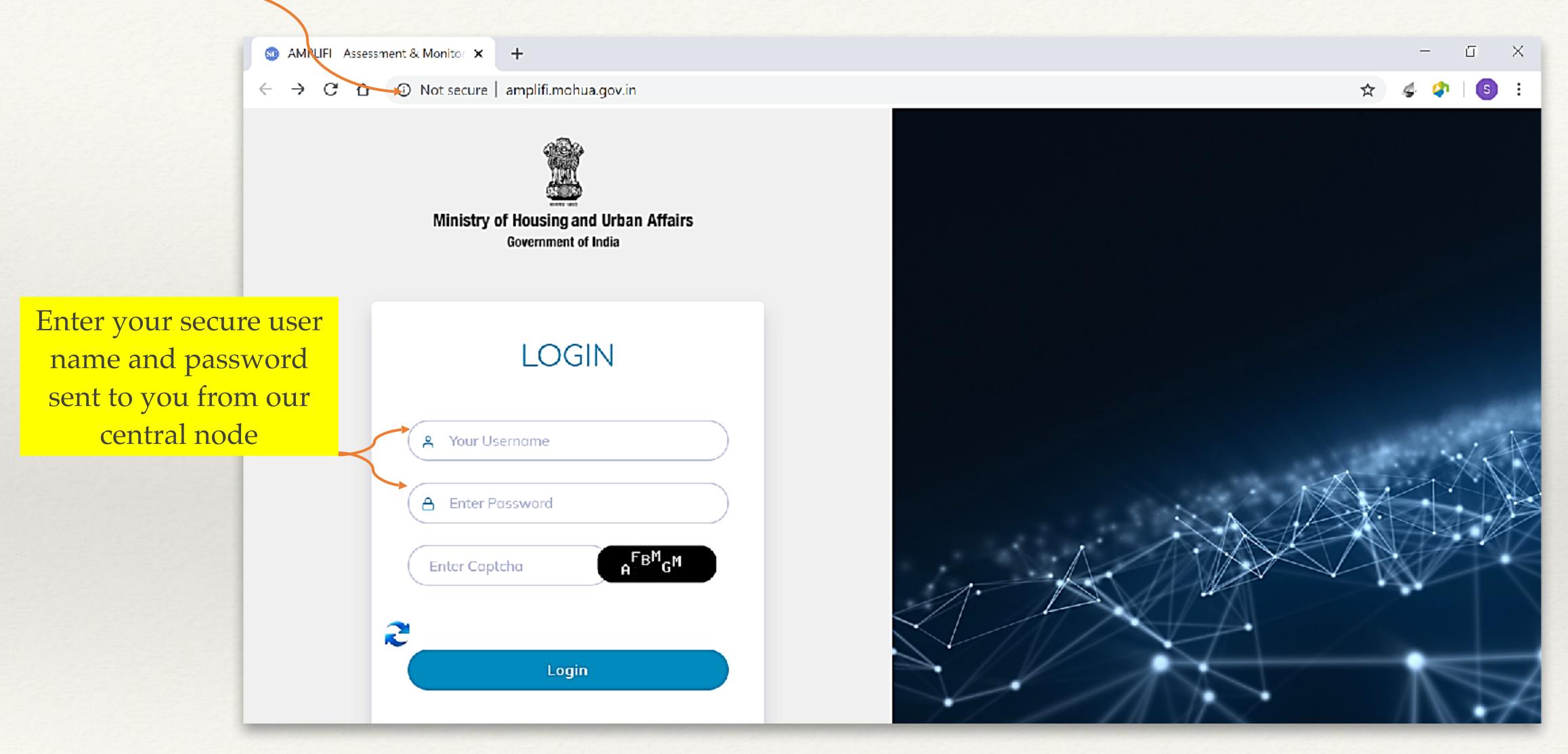
This manual is meant as a guidebook to access the dashboard and fill out data and upload documents. Please follow the instructions carefully while filling out the individual indicators as well as correcting the data that may have already been submitted by you. There is a help desk **Support** available for you to seek any clarification at any time. Please help us help you to maximise your marks and improve your position in the ranking.









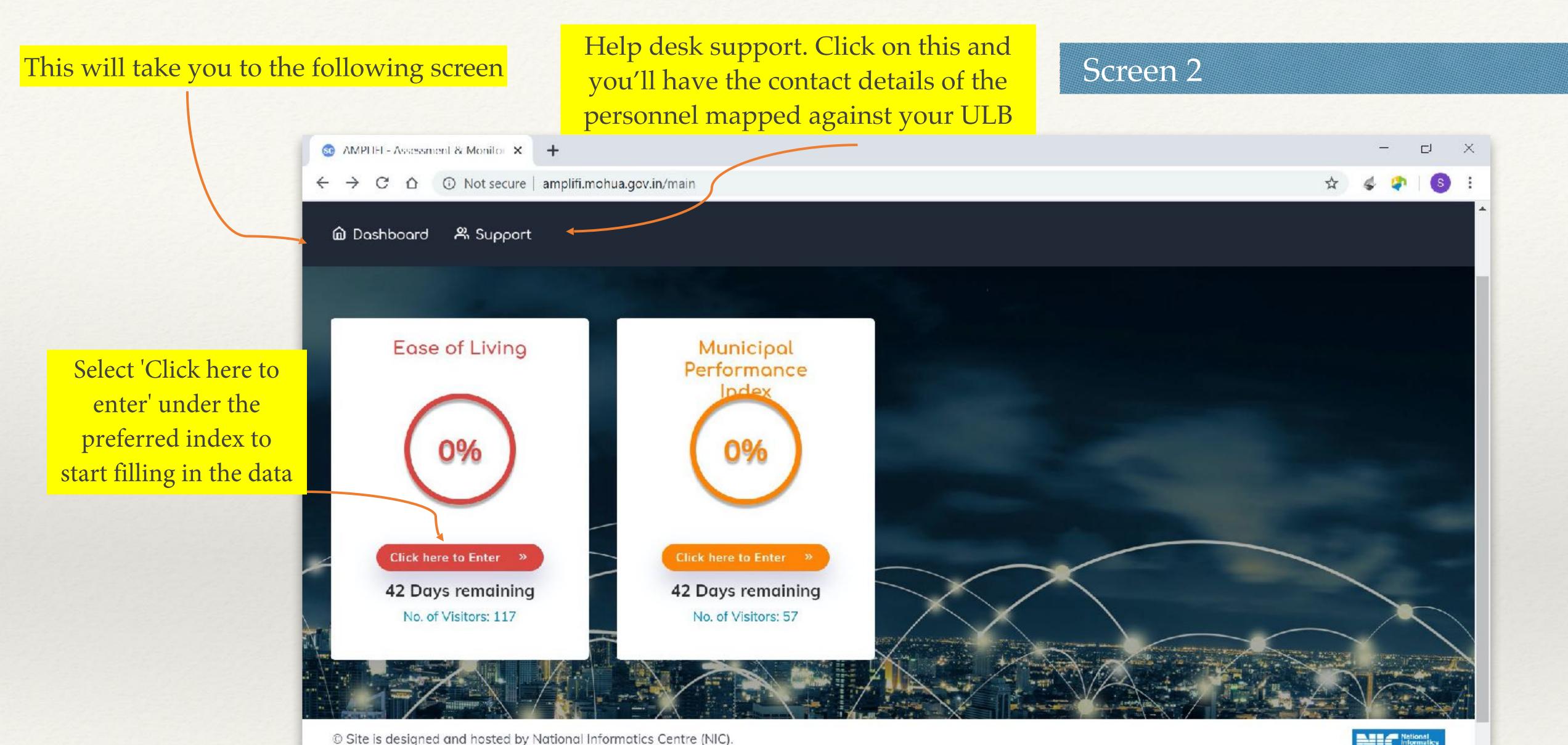










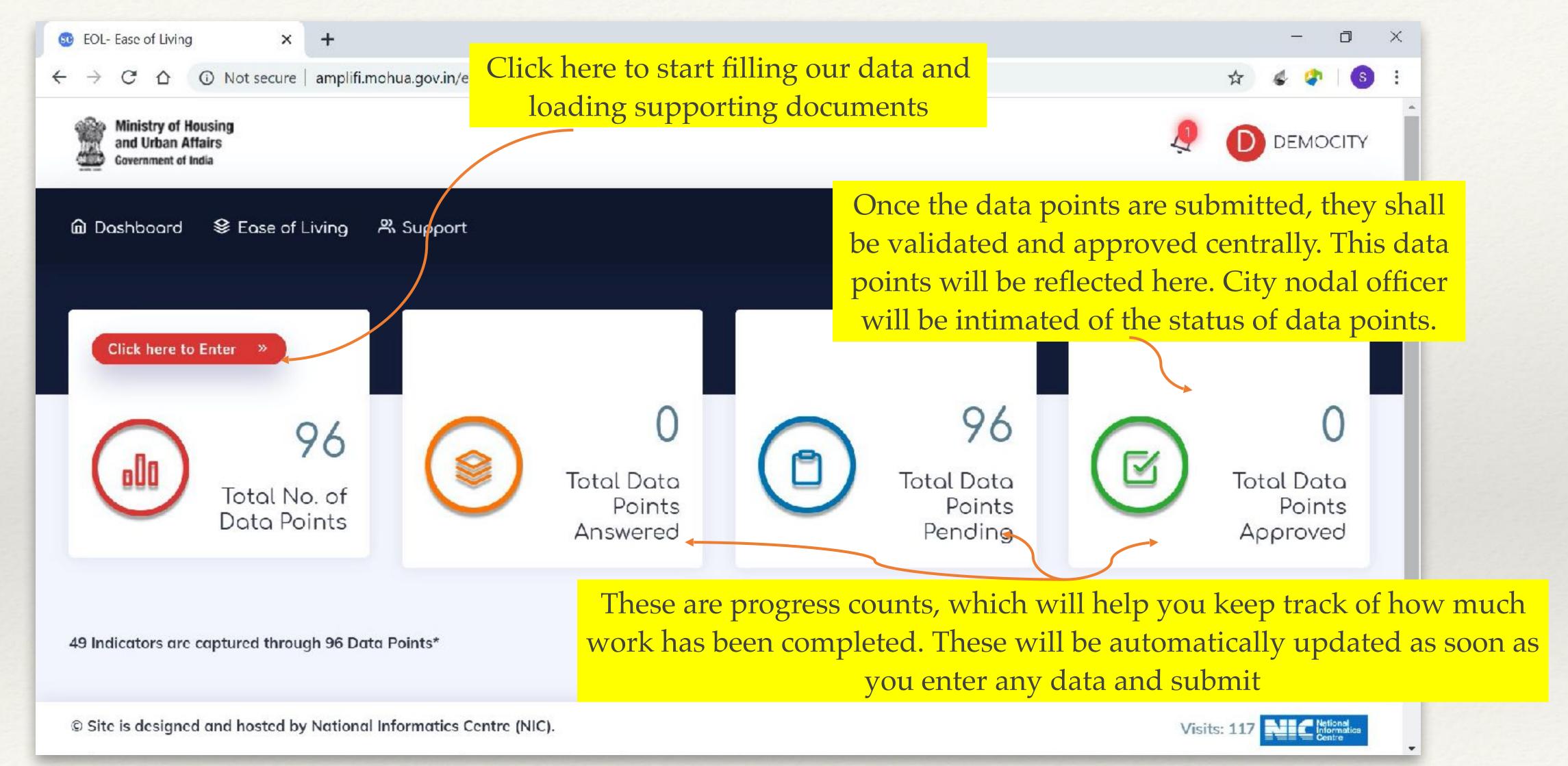










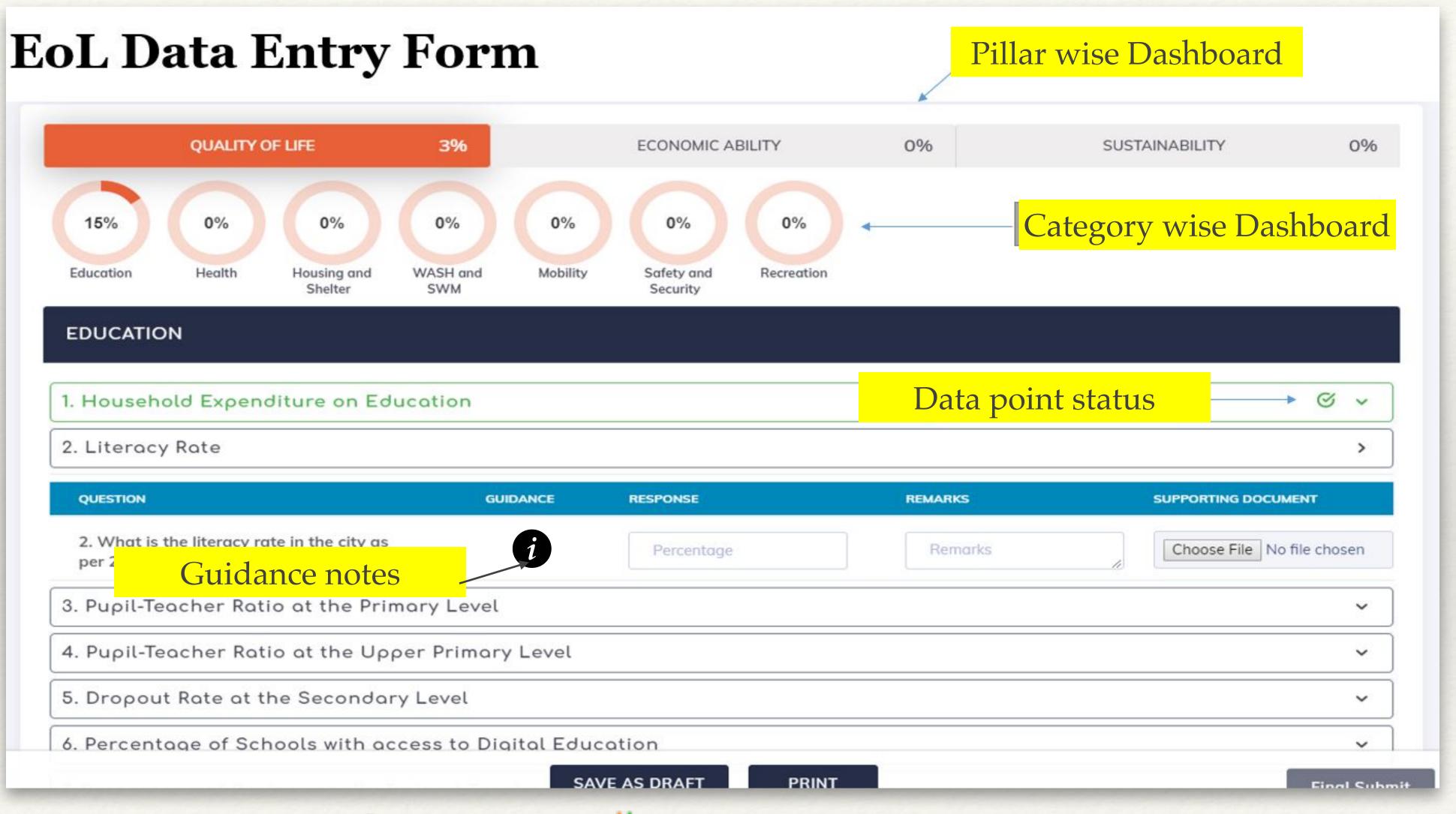














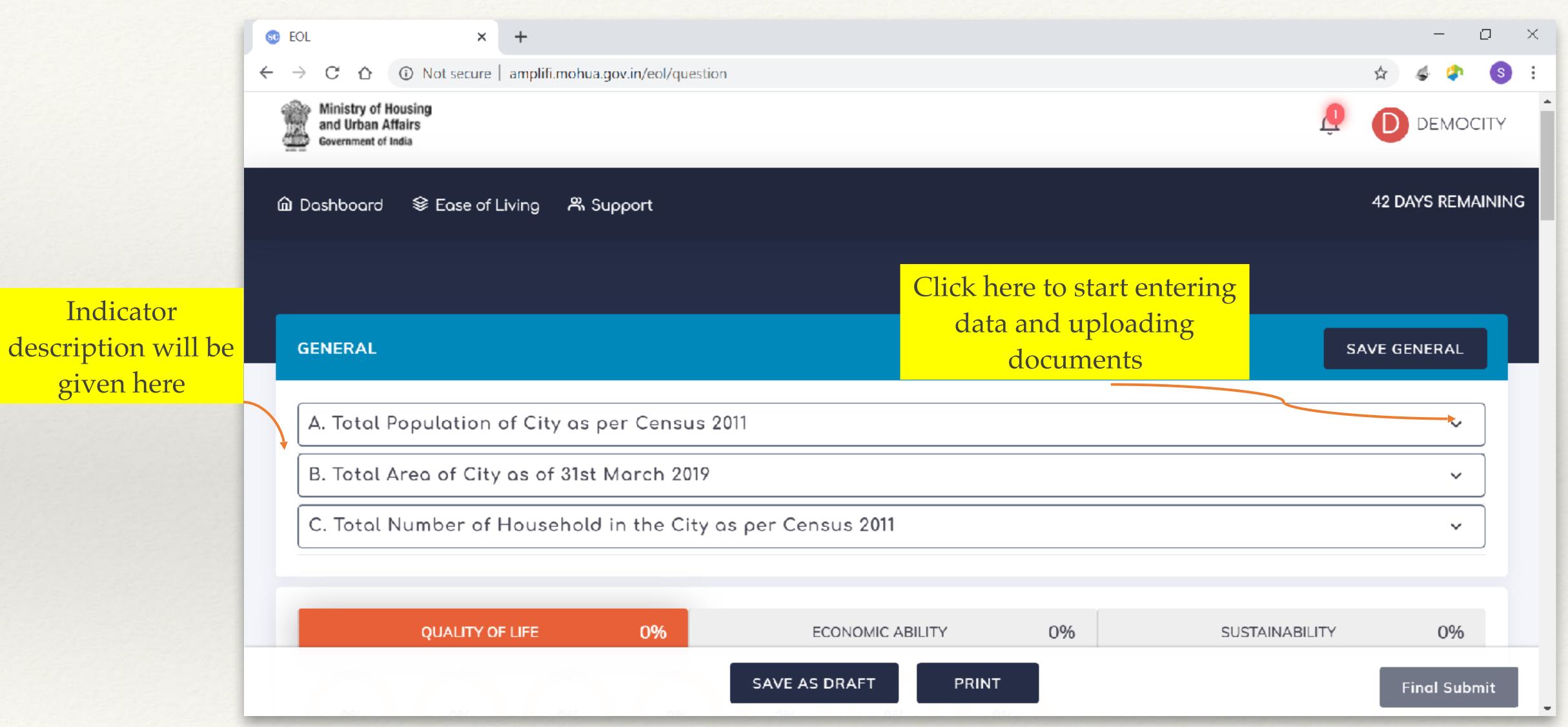






Indicator

given here

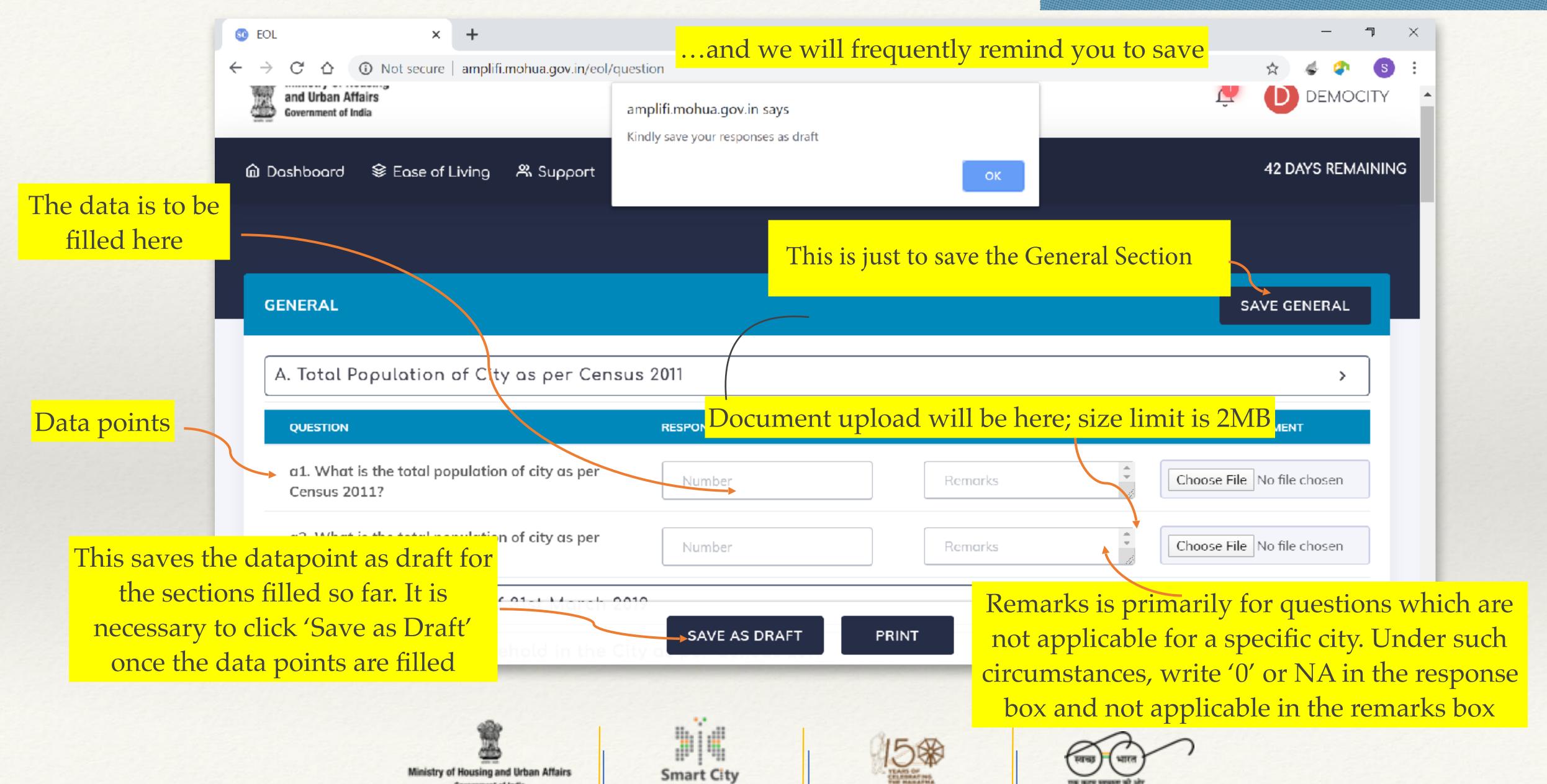


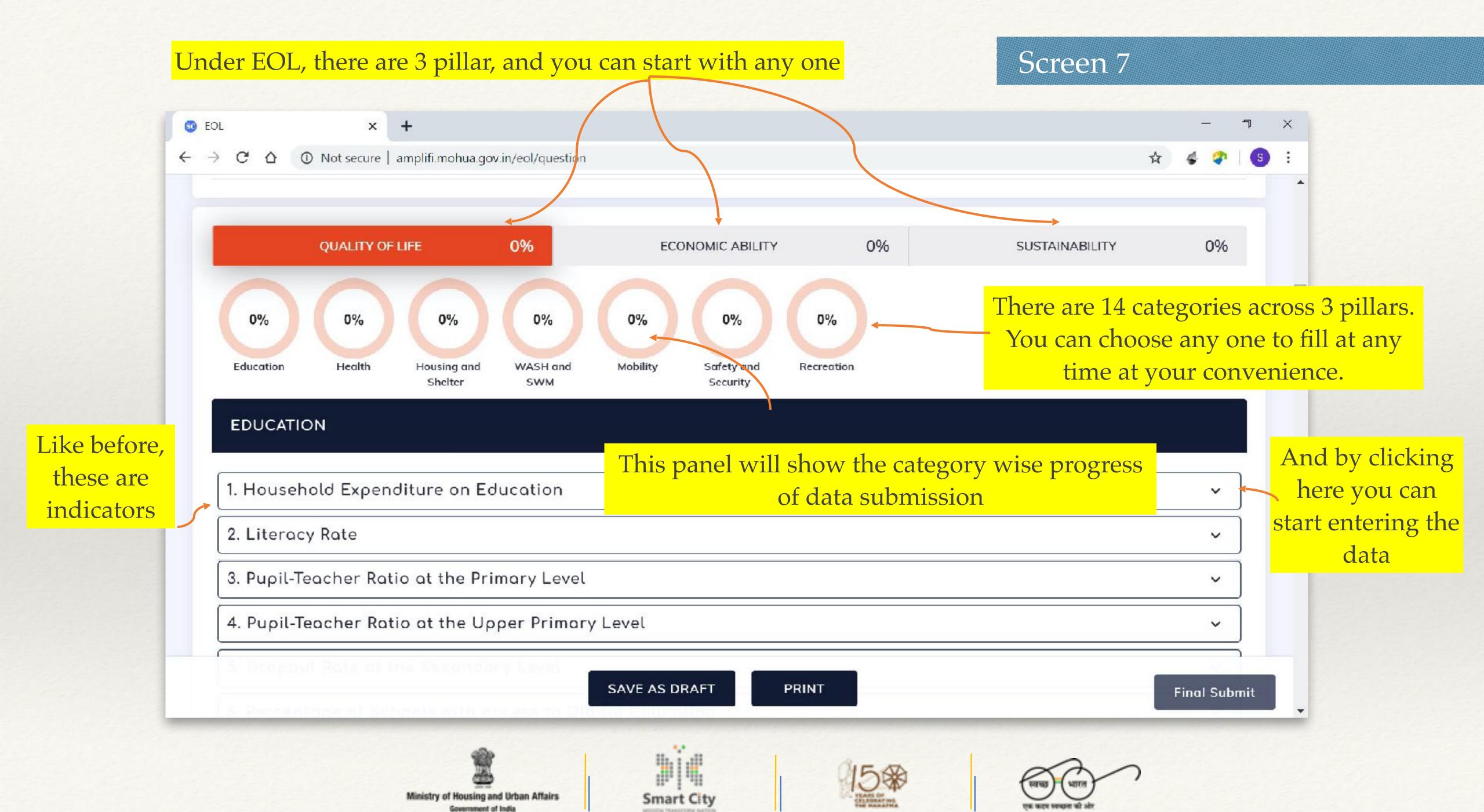




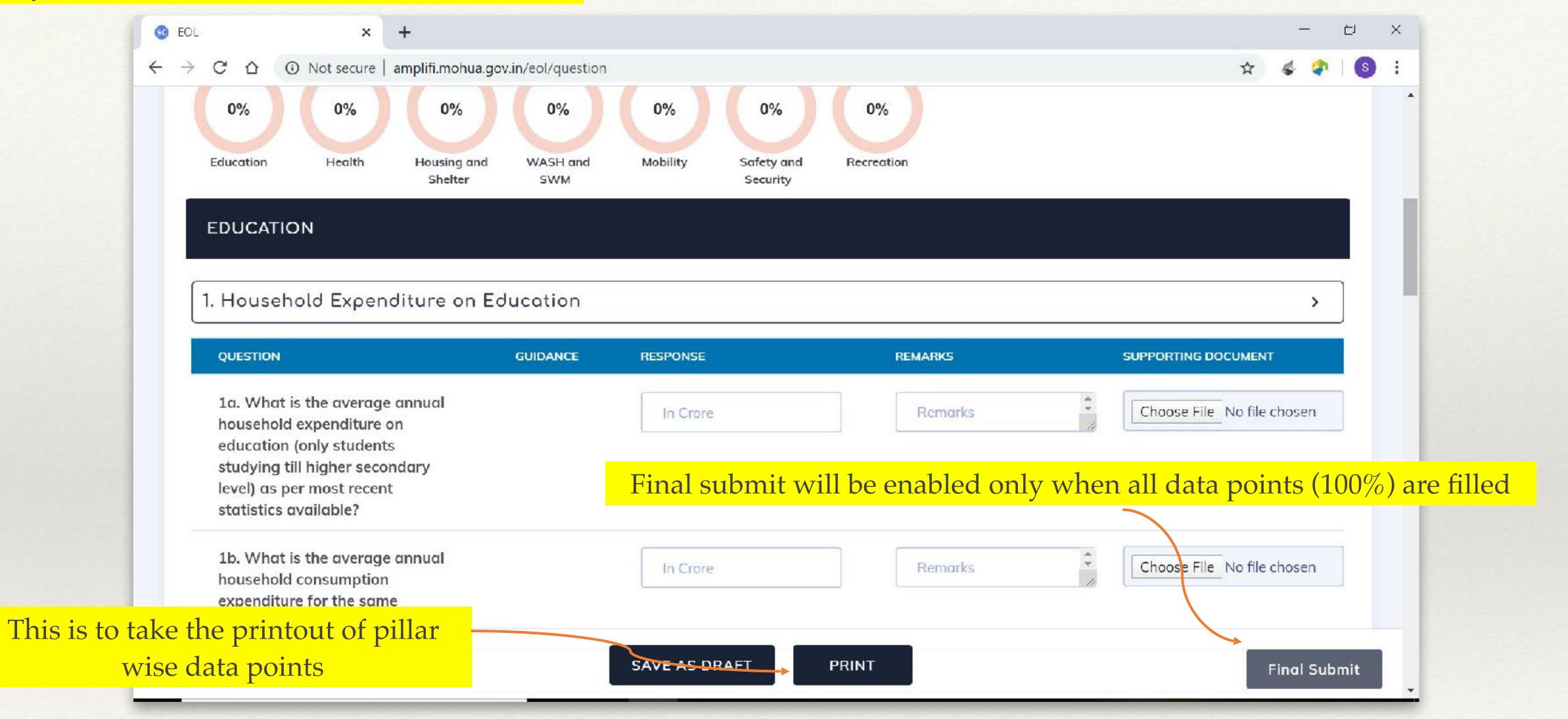








Remember, the progress counter starts moving only after documents are attached, not before











Important things to remember

- * Every document upload has to be signed/certified for it to be acceptable as a valid supporting document
- * For data being provided by the ULB, the supporting document is to be signed by appointed city Nodal officer; for data being provided by departments other than ULB, supporting documents have to be signed / certified by source department as well as nodal officer
- * For indicators that are not applicable for any city, please enter '0' or NA in the response column (depending on whether it is a numerical or alphabet field) and write Not Applicable in the remarks space. However, all NA submissions have to be certified with reason by the CEO of the ULB
- * All documents have to be in PDF format. If the document size exceeds 2 MB, feel free to send the evidence to the designated drop boxes or an URL link but attach a pdf page stating the same in the file upload.
- * Do not attempt to fill out any indicators or data point that has been indicated that 'it will be filled centrally' in the manual.
- * Remember, once final submission is done, the same cannot be opened and changed without special permission from MoHUA.
- * Before final submission, take a printout of the print of the entire submission (not the attachments) and get this summary signed by CEO (Smart City/Municipal Commissioner/ Any other equivalent offer of the ULB for certification. The signed printout has to be uploaded to the designated drop boxes.









PREPARATORY ACTIVITIES

Upload to https://smartnet.niua.org/eolmpi19
along with guidance notes

Development of user manuals for portal upload as well as direct mailers to nodal officers

Finalisation of indicators and data points for MPI and EOLI

ASSIGNMENT PROTOCOL

Review of documents as and when uploaded by ULBs and providing feedback on validity

By 15th Feb

Initiation of the Citizen
Perception Survey, both face-toface and online

Scoring and ranking of cities based on documentation and citizen perception survey scores

SUPPORT ACTIVITIES

Attachment of 53 on-ground assessors to 114 cities in rotation to help nodal officers collect and collate data from different departments

Activation of Karvy central help desk (14 members) for direct assistance to ULB nodal officers

Video conferencing with nodal officers to take them through user manuals and the assessment protocol

12 one-day workshops covering 114 ULBs to bring all departments on the same page







