

Content Contribution, Moderation & Approval Policy (CMAP)

Content needs to be contributed by the Content Provider from Divisions of CPCB HO/RDs in a consistent fashion to maintain uniformity and to bring in standardization. In order to retrieve the relevant content efficiently, it is required to contribute the content to the website through a Content Management System which would be web-based having user-friendly interface.

The Creation, Modification and Approval is done by the Respective divisions of CPCB. Web information manager receives finally approved content to upload on website. The same is uploaded on website under relevant section.

Different Content Element is categorized as: -

- Routine
- Priority

(Moderator, Ownership, Approver and Contributor for each of the content element)

COMAP

S. No	Content Element	Type of Content		Contributor	Moderator	Approver	Remarks
		Routine	Priority				
1	About CPCB		√	Content Provider	Respective DH	MS	All Approved content is uploaded by Website Management Team
2	Standards	√	√	Content Provider	Respective DH	MS/ Respective DH	
3	All Projects (General info./status)/Thrust Area	√	√	Content Provider	Respective DH	MS/ Respective DH	
4	Environmental Data (NAMP Monthly Data, Agra Air quality Data, GENSET Data, Special Monitoring Data, Ambient Air Quality Data for Delhi NCR etc.	√	√	Content Provider	Respective DH	MS/ Respective DH	
5	Laboratory related info.	√	√	Content Provider	Respective DH	MS/ Respective DH	
6	RTIs	√	√	Content Provider	Respective DH	MS/ Respective DH	
7	Contact US/ Directory	√		Content Provider	Respective DH	DH Building / Respective DH/ MS	
8	Acts/Rules		√	Content Provider	Respective DH	MS/ Respective DH	
9	Success stories		√	Content Provider	Respective DH	MS/ Respective DH	
10	Awareness videos/Photo-gallery	√		Content Provider	Respective DH	MS/ Respective DH	
11	E-Governance	√	√	Content Provider	Respective DH	MS/ Respective DH	

12	Directions issued by CPCB to anyone (u/s 5 of EP Act or 18(1)(B))		√	Content Provider	Respective DH	CCB/MS/ Respective DH	All Approved content is uploaded by
13	Latest/ Important Announcements		√	Content Provider	Respective DH	MS/ Respective DH	
14	Draft Reports for comments/suggestions		√	Content Provider	Respective DH	MS/ Respective DH	
15	Fortnightly reports on Legal cases	√	√	Content Provider	Respective DH	MS/ Respective DH	
16	NGT/Court Cases Matters	√	√	Content Provider	Respective DH	MS/ Respective DH	
17	Citizen Charter	√		Content Provider	Respective DH	MS/ Respective DH	
18	Staff Corner	√	√	Content Provider	Respective DH	MS/ Respective DH	
19	Office Orders/ Circulars/ Memorandums	√	√	Content Provider	Respective DH	MS/ Respective DH	
20	SPCBs/PCCs Directory/website link		√	Content Provider	Respective DH	MS/ Respective DH	
21	Jobs/Job's Results	√	√	Content Provider	Respective DH	MS/ Respective DH	
22	Tenders	√	√	Content Provider	Respective DH	MS/ Respective DH	
23	Publications/ Annual Reports/ Technical Reports		√	Content Provider	Respective DH	MS/ Respective DH	
24	Banners		√	Content Provider	Respective DH	MS/ Respective DH	

Prepared By : Website Management Team

Reviewed By : DH-IT

Approved By: MS/ CCB