



NITI  
Aayog

# Data Governance Quality Index

User Manual for

M/D Admin

Version 1.1

## Data Governance Quality Index

### Revision History:

Revision No	Revision Date	Revision By	Approved Date	Approved By	Description
1.0	08-11-2021	Pranav Rana	19-11-2021	Syamala Sharma Mokshi Chug	Initial Copy
1.1	07-01-2022	Pranav Rana	07-01-2022	Syamala Sharma Praveen Verma	Updated headers and screens.
1.2	17-02-2022	Somnath			

## Data Governance Quality Index

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## Data Governance Quality Index

### 1 Preface

The first round of Data Governance Quality Index used a portal to collect information on the questionnaire from Ministries and Departments. The data collection was done as a one-time, data entry exercise which did not require very elaborate tool to perform the required tasks. However, as envisioned in the letter from PMO, the DGQI will continue as an on-going exercise with increased scope and complexity. Therefore, a new DGQI dashboard/ portal will need to be developed to support the required features of the activity. The main features of the dashboard would include quarterly/ ongoing basis updation of data, a separate module for broad action points, back-end support for Index score calculation and ranking, visualization of score and ranking among others.

## Data Governance Quality Index

### 2 Intended Audience

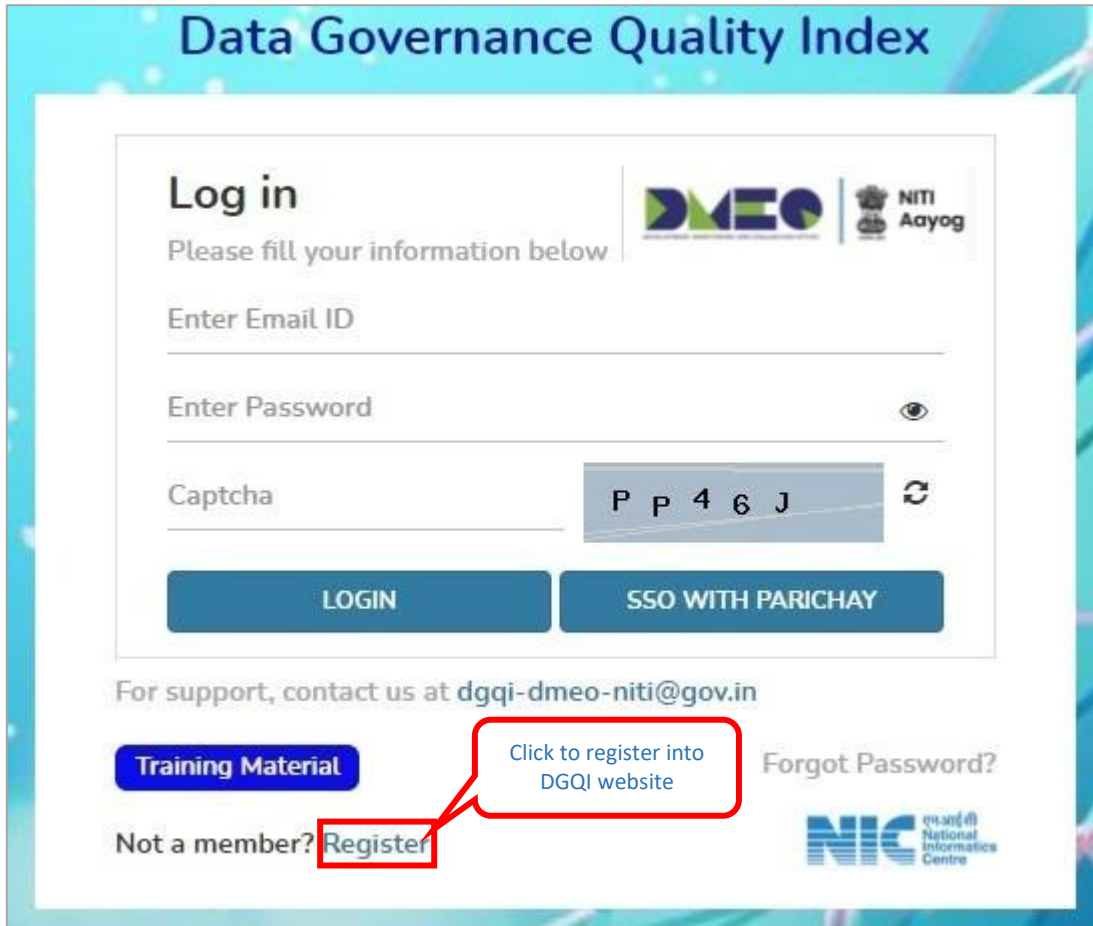
This User Manual is exclusively developed for the use of M/D Admin. It explains the process of creation of strategy action points, Scheme Master update by M/D Admin and it also explains scoring methodology of DGQI in details. Care is taken to explain each function in detail.

## Data Governance Quality Index

### 3 Registration

Enter site URL <https://dgqi.gov.in/> in browser press enter key.

Login screen will be displayed.



**Data Governance Quality Index**

**Log in**

Please fill your information below

Enter Email ID

Enter Password

Captcha

P P 4 6 J

LOGIN SSO WITH PARICHAY

For support, contact us at [dgqi-dmeo-niti@gov.in](mailto:dgqi-dmeo-niti@gov.in)

Training Material

Click to register into DGQI website

Forgot Password?

Not a member? **Register**

NIC National Informatics Centre

Figure 3-1

Under each Ministry/Department (M/D) , there will be two type of users (users with two different roles).

1. M/D Admin
2. M/D Data Entry

M/D Admin users can register themselves in the system following the below process.

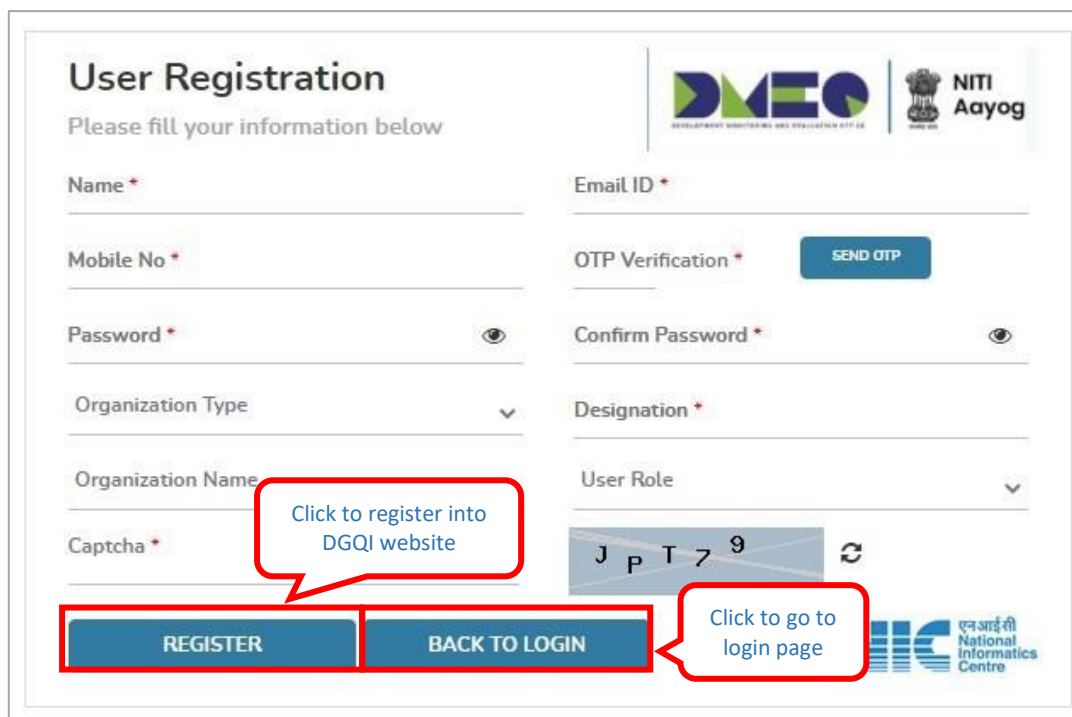
There are two type of registration, that can be done in the system as below:

1. Normal Registration
2. Registration through Parichay

## Data Governance Quality Index

For **Normal Registration**, below process will have to be followed.

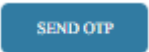


Click [Register](#) (as shown in the above image) to register into DGQI website.



The screenshot shows the 'User Registration' form on the DGQI website. The form includes fields for Name, Email ID, Mobile No, Password, Confirm Password, Organization Type, Designation, Organization Name, User Role, and a Captcha. There are buttons for 'SEND OTP', 'REGISTER', and 'BACK TO LOGIN'. A red box highlights the 'REGISTER' and 'BACK TO LOGIN' buttons. A callout points to the 'REGISTER' button with the text 'Click to register into DGQI website'. Another callout points to the 'BACK TO LOGIN' button with the text 'Click to go to login page'.

Figure 3-2

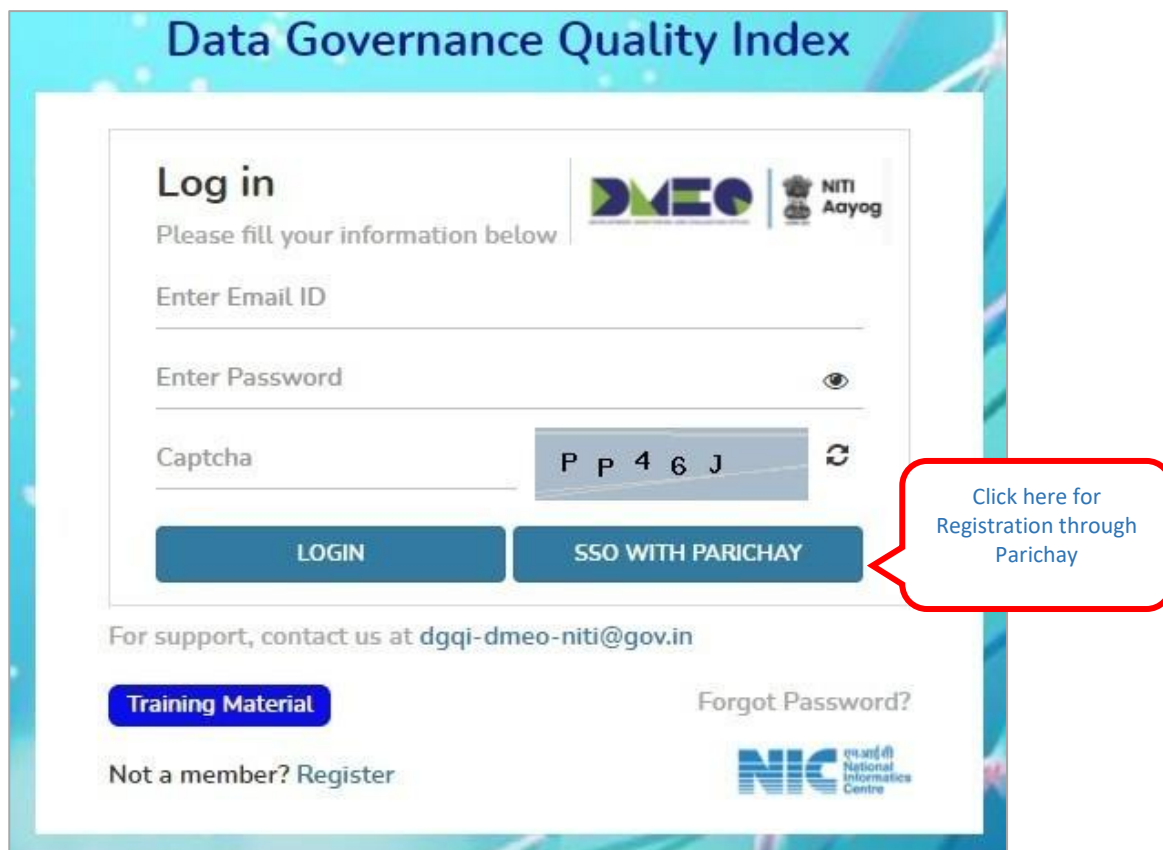
**Enter following details:**

- Name: Enter name
- Email ID: Enter email address
- Mobile No: Enter mobile number
- OTP Verification: Enter OTP received on your mobile number
  - Click  to send OTP
- Password: Enter password
- Confirm Password: Enter confirm password
- Organization Type: Select organization type from dropdown
- Designation: Select designation from dropdown
- Organization Name: Select organization name
- User Role: Select user role from dropdown
- Enter Captcha code as displayed
- Click 
- Click  to go to login page



## Data Governance Quality Index

For **Registration Through Parichay**, below process will have to be followed.



**Data Governance Quality Index**

**Log in**  
Please fill your information below

Enter Email ID

Enter Password

Captcha: P P 4 6 J

[LOGIN](#) [SSO WITH PARICHAY](#)

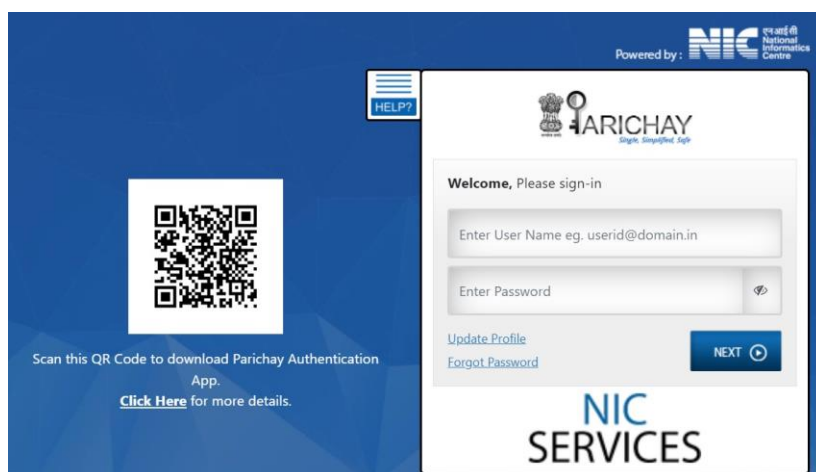
For support, contact us at [dgqi-dmeo-niti@gov.in](mailto:dgqi-dmeo-niti@gov.in)

[Training Material](#) [Forgot Password?](#)

Not a member? [Register](#)

[Click here for Registration through Parichay](#)

- Click [SSO WITH PARICHAY](#)
- Provide NIC email id (.nic/.gov/.govcontractor) and password in the below screen.



Powered by: **NIC** National Informatics Centre

**PARICHAY**  
Single Simplified Sign

Welcome, Please sign-in

Enter User Name eg. userid@domain.in

Enter Password

[Update Profile](#) [Forgot Password](#) [NEXT](#)

**NIC SERVICES**

Scan this QR Code to download Parichay Authentication App.  
[Click Here](#) for more details.

## Data Governance Quality Index

Select below details from the next screen :

- Organization Type: Select organization type from dropdown
- Organization Name: Select organization name
- User Role: Select user role from dropdown

### Data Governance Quality Index

#### LDAP User Registration

Please fill your information below

Organization Type

Scientist-E

Organization Name

User Role

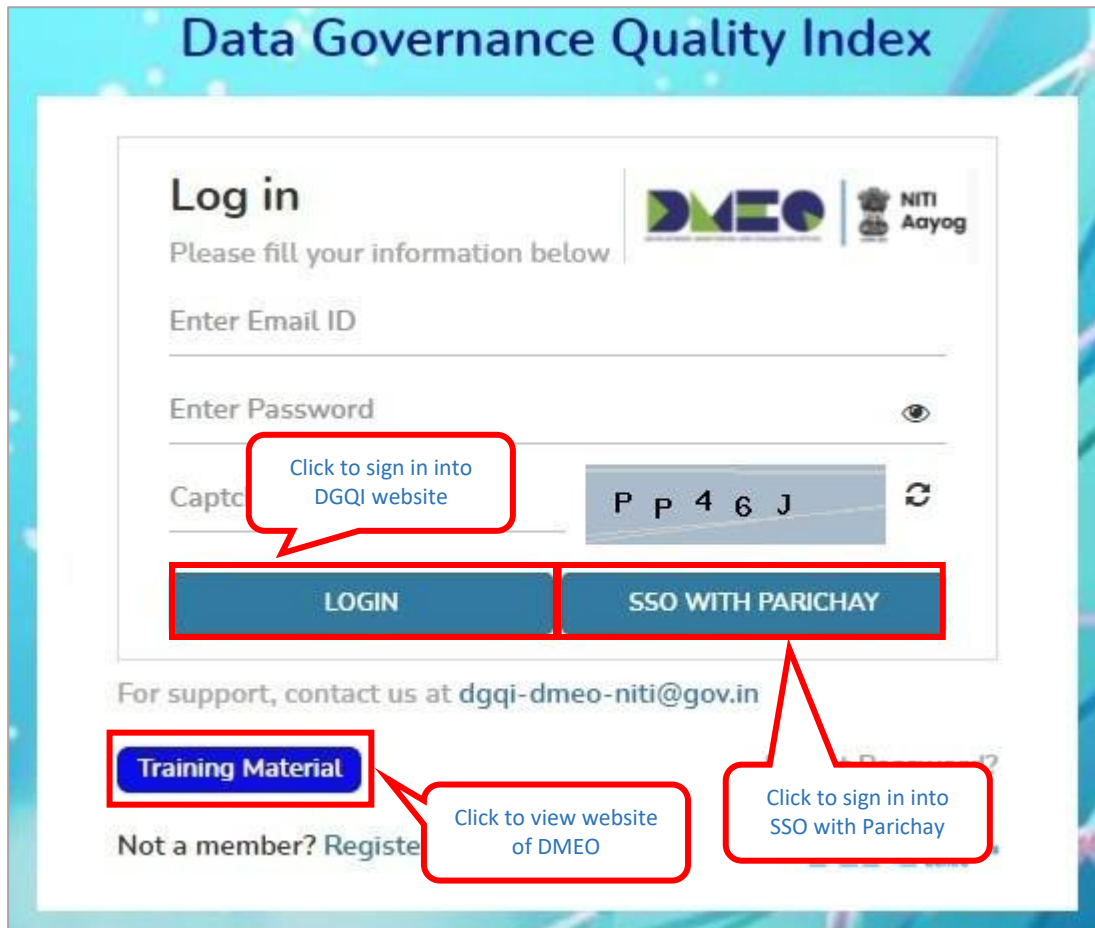
- Click
- Registration request will be sent to **DMEO Admin** for approval.

## Data Governance Quality Index

### 4 Login

Enter site URL- <https://dgqi.gov.in/> in browser press enter key.

Login screen will be displayed.



**Data Governance Quality Index**

**Log in**  
Please fill your information below

Enter Email ID

Enter Password

Capto Click to sign in into DGQI website P P 4 6 J

**LOGIN** **SSO WITH PARICHAY**

For support, contact us at dgqi-dmeo-niti@gov.in

**Training Material** Click to view website of DMEQ Click to sign in into SSO with Parichay

Not a member? Register

Figure 4-1

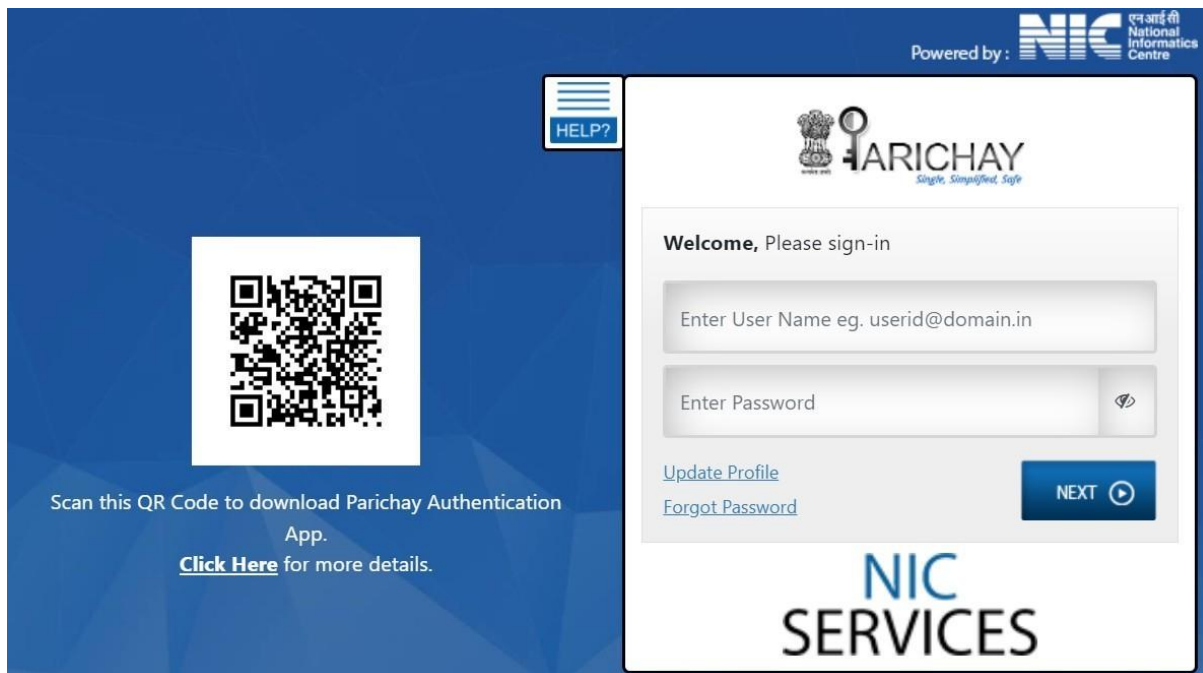
- Enter user ID and password
- Enter CAPTCHA code as displayed
- Click [Forgot Password?](#) link in case of forgotten password.
- Click **LOGIN** to sign in into DGQI
- Click **Training Material** to view the website of DMEQ

Note: The above log-in process will be same for all users (M/D Admin, M/D Data Entry) who have done Normal Registration.

## Data Governance Quality Index

For all users who have Registered Through Parichay, users may follow below steps:

- Click [SSO WITH PARICHAY](#) to sign in
- Users will be redirected to the Parichay log-in screen as below



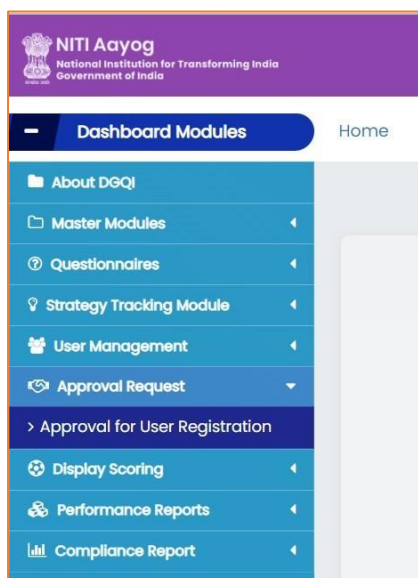
The image shows the Parichay login interface. On the left, there is a QR code with the text "Scan this QR Code to download Parichay Authentication App. [Click Here](#) for more details." Below the QR code is a "HELP?" button. On the right, the login form is titled "Welcome, Please sign-in". It contains two input fields: "Enter User Name eg. userid@domain.in" and "Enter Password" with a toggle for visibility. Below these fields are links for "Update Profile" and "Forgot Password". A "NEXT" button with a right arrow is at the bottom right. The footer of the login panel says "NIC SERVICES". The top right corner of the page indicates it is "Powered by: NIC National Informatics Centre".

- User will use their NIC email ids (.nic/.gov/. govcontractor) and password to log-in to the DGQI Dashboard.

## Data Governance Quality Index

### 5 Registration Request Approval by M/D Admin

If registration request is submitted by M/D Data Entry Users following the same registration process as explained previously, it will come for approval to M/D Admin. M/D Admin can log-in to the system and approve the user registration request through below steps.



- Click on Approval Request → Approval for User Registration

Show	10	entries	Search:			
Sr.No	Name	Email	Organization Type	Organization Name	Role	Status
	<input type="text" value="Name"/>	<input type="text" value="Email"/>	<input type="text" value="Organization Type"/>	<input type="text" value="Organization Name"/>	<input type="text" value="Role"/>	
1	Krishn Kant Sharma	krishnkantsharma27@gmail.com	Ministry/Department	Department of Empowerment of Persons with Disabilities	M/D Admin	Select Status
2	Raja	rajatoday@gmail.com	DMEO	DMEO	DMEO User	Select Status

- From the list of requests received, M/D Admin can select status dropdown and can approve the user with same role type as requested or reject or approve the user with different role type. In future, if additional roles are added to the system then, through this feature, Admin will have the option to approve the user registration request under a different role through the below interface:

## Data Governance Quality Index

**Approve with different Role Type** ✕

Are you sure want to approve and assign other role?

Organization Type \*

-- Select Any Organization Type --

Organization Name \*

-- Select Organization Name--

User Role\*

-- Select Role Type--

Submit

Close

- Once approved or rejected, M/D Data Entry will receive email and SMS notifications.
- Approval flow of M/D Data Entry users for M/D Admin will be same for both Normal Registration and Registration through Parichay.


## Data Governance Quality Index

### 6 Master Modules

#### 6.1 Scheme

*Path: Master Modules >> Scheme*

Scheme is defined under specific types (CS/CSS/NSI). Scheme is only added by M/D administrator user. M/D administrator user approves the response of questions for schemes. These response to questionnaire for the schemes and NSIs is filled by respective Data Entry users of M/Ds.

Click  **Export to Excel** to get scheme details in Excel

Dashboard » Schemes

Click to get scheme details in Excel

Show 10 entries

[+ Add Scheme](#) [Export to Excel](#)
















Sr. No	Ministry/Department	Scheme Type	Scheme Name	Scheme Short Name	Scheme Description	Active/Inactive	Actions
	M/D Name	Scheme Ty	Scheme Name	Scheme Short Name	Scheme Descri	Active/Inactive	
1	Department of Administrative Reforms and Public Grievances	CS	Administrative Reforms and Pensioners' Scheme	ARPS	Administrative Reforms and Pensioners' Scheme	Active	  
2	Department of Agricultural Research and Education	CS	Horticultural Science	HSARE	-	Inactive	  
3	Department of Agricultural Research and Education	CS	Animal Science	ASARE	-	Inactive	  
4	Department of Agricultural Research and Education	CS	Fisheries Science	FSARE	-	Inactive	  
5	Department of Agricultural Research and Education	CS	Agricultural Extension	AEX	-	Inactive	  

Figure 6-1

## Data Governance Quality Index

Scheme details will be displayed with following column headings:




Dashboard » Schemes

Show  entries

[+ Add Scheme](#) [Export to Excel](#)

Sr. No	Ministry/Department	Scheme Type	Scheme Name	Scheme Short Name	Scheme Description	Status	Actions
	<input type="text" value="M/D Name"/>	<input type="text" value="Scheme Type"/>	<input type="text" value="Scheme Name"/>	<input type="text" value="Scheme Short Name"/>	<input type="text" value="Scheme Description"/>	<input type="text" value="Status"/>	<a href="#">Click to view, edit, and delete scheme details</a>
1	QC -Labour and Employment	CS	QC-Central Sector Scheme	Central Sector Scheme	QC-Central Sector Scheme	Active	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
2	QC-Education in India	CSS	QC-Development in Rural Area Education	QC	QC	Active	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
3	QC-Rural Development	CSS	QC-Rural India a Major Part of Development	QC	QC	Active	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
4	QC-Farmers and Their Rights	CSS	QC-Farmers an important pillar in development	QC	QC	Active	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>

Figure 6-2

- Sr. No
- Ministry/Department
- Scheme Type
- Scheme Name
- Scheme Short Name
- Scheme Description
- Status
- Actions:
  - Click  to view scheme details
  - Click  to edit scheme details
  - Click  to delete scheme details



## Data Governance Quality Index

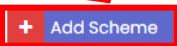
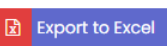
### 6.1.1 Add Scheme

Click  to add scheme

Dashboard » Schemes

Click to add scheme

Show 10 entries
















Sr. No	Ministry/Department	Scheme Type	Scheme Name	Scheme Short Name	Scheme Description	Status	Actions
	M/D Name	Scheme Type	Scheme Name	Scheme Short Name	Scheme Description	Status	
1	QC -Labour and Employment	CS	QC-Central Sector Scheme	Central Sector Scheme	QC-Central Sector Scheme	Active	  
2	QC-Education in India	CSS	QC-Development in Rural Area Education	QC	QC	Active	  
3	QC-Rural Development	CSS	QC-Rural India a Major Part of Development	QC	QC	Active	  
4	QC-Farmers and Their Rights	CSS	QC-Farmers an important pillar in development	QC	QC	Active	  

Figure 6-3

Enter following details:

- M/D Name: Select M/D name from dropdown
- Scheme Type: Select scheme type from dropdown
- Scheme Name: Enter scheme name
- Scheme Short Name: Enter scheme short name
- Scheme Description: Enter scheme description
- Status: Select status from dropdown
- Click  to save scheme details
- Click  to discard changes
- Click  to go back to previous screen

## Data Governance Quality Index

Dashboard » Schemes » Add

[Back](#)

**ADD - SCHEMES**

M/D Name \* -- Select Any Organisation --

Scheme Type \* -- Select Any Scheme Type --

Scheme Name \*  
Enter Scheme Name

Scheme Short Name \*  
Enter Scheme Short Name

Scheme Description \*  
Enter Scheme Description

Status \* Active

[Click to go save scheme details](#)

[Save](#) [Cancel](#)

[Click to go back to previous page](#)

[Click to discard changes](#)

Figure 6-4

## Data Governance Quality Index

### 7 Strategy Tracking Module

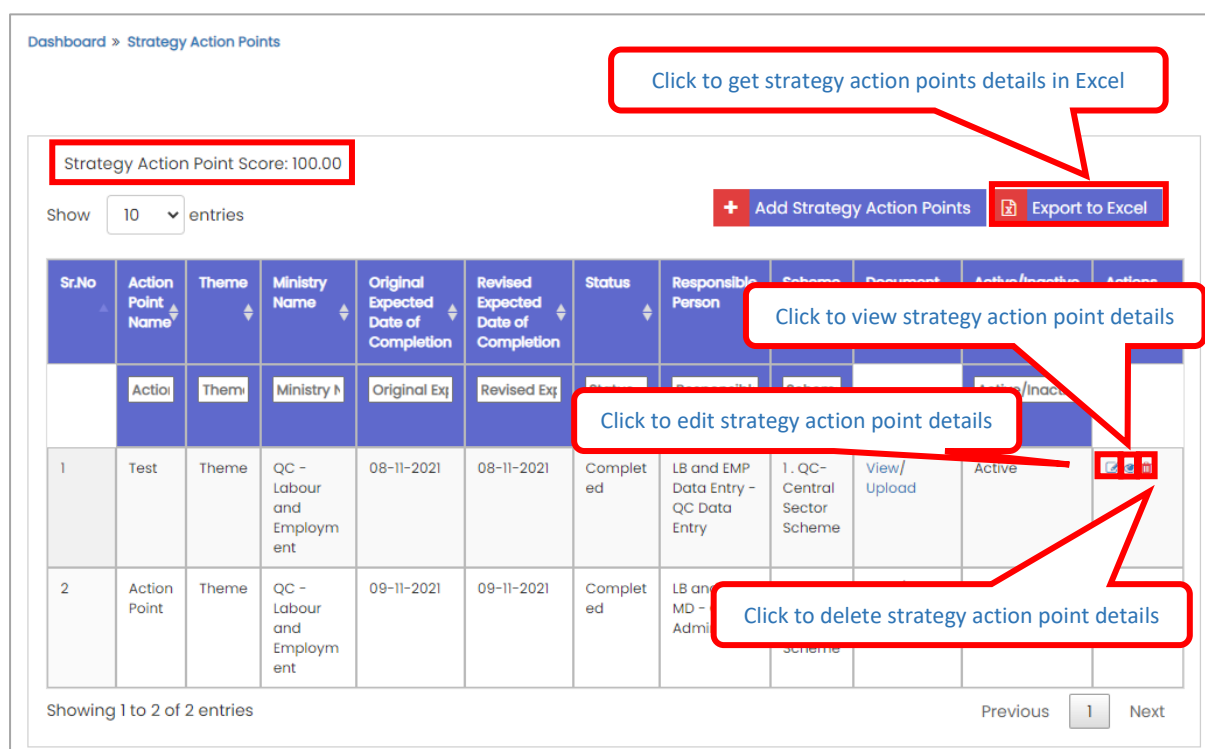
#### 7.1 Strategy Action Points

*Path: Strategy Tracking Module>> Strategy Action Points*

Strategy Tracking Module enables MD Admin to create Strategy Action Points for the M/D and update the progress of each Strategy Action Points quarterly. MD Admin can map Strategy Action Points to one or multiple Schemes of the M/D.

Click  to get strategy action points details in Excel

Strategy Action Points will be displayed with following column headings:






The screenshot shows the 'Strategy Action Points' dashboard. At the top, there is a breadcrumb 'Dashboard > Strategy Action Points'. Below it, a score 'Strategy Action Point Score: 100.00' is displayed. A 'Show 10 entries' dropdown is present. On the right, there are buttons for '+ Add Strategy Action Points' and 'Export to Excel'. The main table has columns: Sr.No, Action Point Name, Theme, Ministry Name, Original Expected Date of Completion, Revised Expected Date of Completion, Status, Responsible Person, Scheme, Document, and Active/Inactive. Two rows are visible: Row 1 (Sr.No: 1, Action Point Name: Test, Theme: Theme, Ministry Name: QC - Labour and Employment, Original Expected Date of Completion: 08-11-2021, Revised Expected Date of Completion: 08-11-2021, Status: Completed, Responsible Person: LB and EMP Data Entry - QC Data Entry, Scheme: I. QC- Central Sector Scheme, Document: View/Upload, Active/Inactive: Active) and Row 2 (Sr.No: 2, Action Point Name: Action Point, Theme: Theme, Ministry Name: QC - Labour and Employment, Original Expected Date of Completion: 09-11-2021, Revised Expected Date of Completion: 09-11-2021, Status: Completed, Responsible Person: LB and MD - Admin, Scheme: Scheme, Document: View/Upload, Active/Inactive: Active). Annotations with red boxes and arrows point to specific elements: 'Click to get strategy action points details in Excel' points to the 'Export to Excel' button; 'Click to view strategy action point details' points to the 'View' icon in the 'Active/Inactive' column of Row 1; 'Click to edit strategy action point details' points to the 'Edit' icon in the 'Active/Inactive' column of Row 1; and 'Click to delete strategy action point details' points to the 'Delete' icon in the 'Active/Inactive' column of Row 1. At the bottom, it says 'Showing 1 to 2 of 2 entries' and has 'Previous', '1', and 'Next' pagination controls.

Figure 7-1

- Sr. No
- Action Point Name
- Theme
- Ministry Name
- Original Expected Date of Completion ( It is a date consider when first time M/D Admin add data)
- Revised Expected Date of Completion ( If M/D Admin changes original expected date of completion, then the date is considered as revised expected date of completion)
- Status
- Responsible Person
- Scheme Name
- Document View / Upload

## Data Governance Quality Index

- Active/Inactive
- Actions:
- Click  to view strategy action point details
- Click  to edit strategy action type details
- Click  to delete strategy action type details

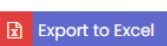
### 7.1.1 Add Strategy Action Points




Click  to add strategy action points

Dashboard » Strategy Action Points

Click to add strategy action points

Show  entries



Sr.No	Action Point Name	Theme	Ministry Name	Original Expected Date of Completion	Revised Expected Date of Completion	Status	Responsible Person	Scheme Name	Document View / Upload	Active/Inactive	Actions
	Action	Theme	Ministry N	Original Ex	Revised Ex	Status	Responsibl	Schem		Active/Inactive	
1	Action Point	Theme	QC - Labour and Employment	09-11-2021	09-11-2021	In-progress	LB and EMP MD - QC MD Admin	1. QC-Central Sector Scheme	View/Upload	Active	  

Showing 1 to 1 of 1 entries

Previous  Next

Figure 7-2

#### Enter following details:

- Action Point Name: Enter action point name
- Description: Enter description
- Theme: Enter theme
- Scheme Name: Select scheme name
- Expected Completion Date: Select expected completion date
- Select date
- Action Point Status: Select action point status from dropdown
- Remarks: Enter remarks
- Responsible Person: Select responsible person name from dropdown
- Status: Select status from dropdown
- Click  to save strategy action point
- Click  to discard changes

## Data Governance Quality Index

Action Point Name *	<input type="text" value="Enter Action Point Name"/> Maximum character allowed: 2000
Description *	<input type="text" value="Enter Description"/> Maximum character allowed: 10000
Theme *	<input type="text" value="Enter Theme"/> Maximum character allowed: 255
Scheme Name	<input type="text" value="-- Scheme Name --"/>
Expected Completion Date *	<input type="text" value="Select Expected Completion Date"/>
Action Point Status *	<input type="text" value="Yet to be initiated"/>
Remarks *	<input type="text" value="Enter Remarks"/> Maximum character allowed: 2000
Responsible Person *	<input type="text" value="-- Select Responsible Person Name --"/>
Designation *	<input type="text"/>
Status *	<input type="text" value="Active"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Figure 7-3

Note: Once the Strategy Action Point is created, M/D users can change the action point status (Yet to be initiated, in progress, or completed) quarterly based on the actual progress made.

## Data Governance Quality Index

### 8 Questionnaires Response and Scoring Methodology

#### 8.1.1 Questionnaires Response

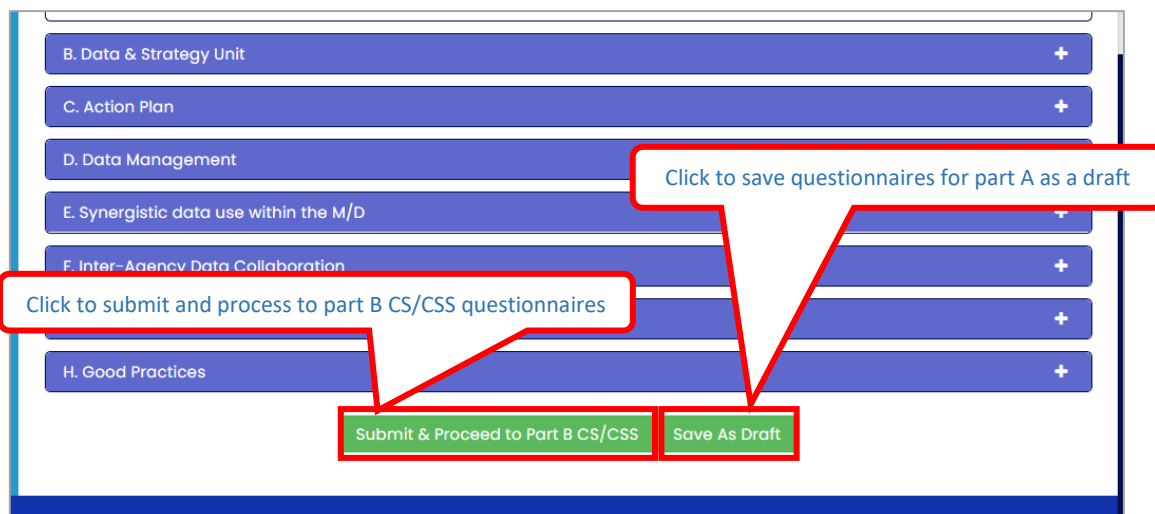
Questionnaires are divided into two parts Part A and Part B. Part A questionnaires are filled for ministry/ department Level; Part B questionnaires are filled for CS/CSS/NSI Level.

The response to each question is scored on a scale of 1 to 5, which is then aggregated using weighted averages to arrive at scores of themes, pillar and overall index level.

A. Background information	
1. Ministry / Department(M/D) Name:	<input type="text" value="QC -Labour and Employment"/> <input type="text" value="Labour and Employment"/>
2. Name of the Central Sector (CS) Schemes of the M/D:	<input type="text" value="Enter Schedule Full Name"/> <input type="text"/>
3. Name of Centrally Sponsored Schemes(CSS) of the M/D:	<input type="text" value="Enter CSS Full Name"/> <input type="text"/>
4. Please enter any other non-schematic intervention (NSI) to be included for DGQI self-assessment	<input type="text" value="Enter NSI Full Name"/> <input type="text"/>
5. Details of the nodal officer responsible for verifying authenticity of information provided in this form:	
a. Name:	<input type="text" value="LB and EMP MD"/>
b. Designation	<input type="text" value="QC MD Admin"/>
C. Nodal Email	<input type="text" value="md_lb@mailinator.com"/>
6. Details of the Contact Person filling this form:	
a. Name:	<input type="text" value="LB and EMP MD"/>
b. Designation	<input type="text" value="QC MD Admin"/>
C. Contact Email	<input type="text" value="md_lb@mailinator.com"/>
d. Contact Mobile	<input type="text" value="9854123658"/>
B. Data & Strategy Unit	

Figure 8-1

## Data Governance Quality Index



The screenshot shows a web interface for the Data Governance Quality Index. It features a list of sections on the left, each with a plus icon on the right:

- B. Data & Strategy Unit
- C. Action Plan
- D. Data Management
- E. Synergistic data use within the M/D
- F. Inter-Agency Data Collaboration
- H. Good Practices

Two red callout boxes provide instructions:

- One points to the 'Submit & Proceed to Part B CS/CSS' button with the text: "Click to submit and process to part B CS/CSS questionnaires".
- Another points to the 'Save As Draft' button with the text: "Click to save questionnaires for part A as a draft".

At the bottom of the interface, there are two green buttons: "Submit & Proceed to Part B CS/CSS" and "Save As Draft".

Figure 8-2

Fill the questionnaires for Part A and click [Submit & Proceed to Part B CS/CSS](#) to submit and process to Part B CS/CSS questionnaires

Click [Save As Draft](#) to save questionnaires for Part A as a draft

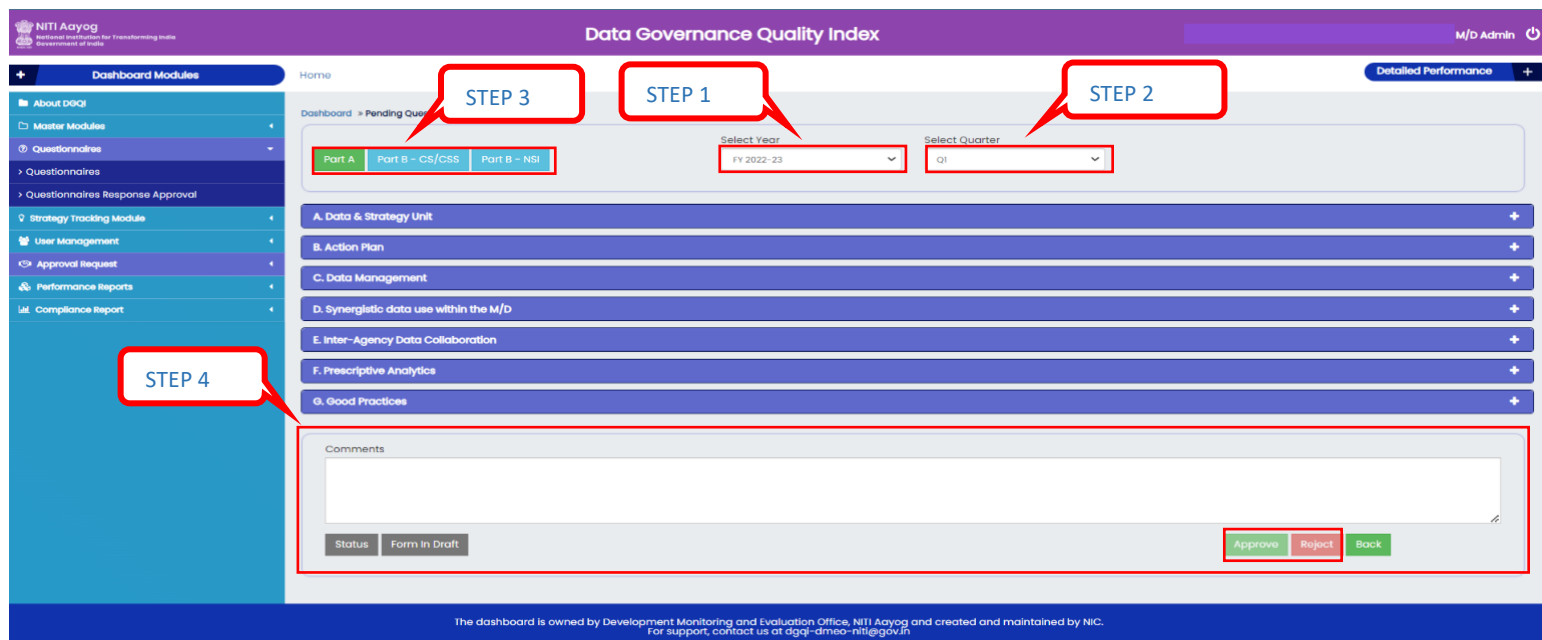
On successful updating of questionnaires Part A, system displays, following message:

Successfully Updated

Figure 8-3

## Data Governance Quality Index

### 8.1.2 Approval/Rejection of Questionnaire Responses Submitted by M/D's Data Entry Users



The dashboard is owned by Development Monitoring and Evaluation Office, NITI Aayog and created and maintained by NIC. For support, contact us at dgqi-dmeo-niti@gov.in

- Step 1 - Select Year from dropdown -> Step 2 - Select Quarter from dropdown- > Step 3  
Select Scheme Type from dropdown Part A Part B - CS/CSS Part B - NSI
- Step 4 – M/D's Admin will review user responses and accordingly click on Approve/Reject button. In case of Rejection, remarks can be added by M/D's Admin. Approve Reject Back

## 8.2 Scoring Methodology

In DGQI Dashboard, each question are assigned marks based on the response by M/D. Each question has weight. So, theme scores and then pillar scores are calculated based on weighted sum of questions and theme scores respectively as below.

**Theme score** =  $\sum (\text{Question weight} * \text{Marks Obtained})$

**Pillar score** =  $\sum (\text{Theme weight} * \text{Theme Score})$

Detailed logic for question wise scoring and weights of individuals questions, themes, pillars are given below. DGQI composite score for each M/D and Scheme is calculated accordingly.

### 8.2.1 Weights (Questions, Themes, Pillar)



## Data Governance Quality Index

S. No.	Pillar	Pillar Weightage	Theme	Theme wise weightage within pillar	Question No.	Question	Question Weightage within theme	Theme weightage in index	Question weightage in index
1	Data Strategy	20%	Data & Strategy Unit	50%	Part A, B1	Constitution	5%	10%	0.50%
2					Part A, B2	Head	5%		0.50%
3					Part A, B3	Verticals	10%		1.00%
4					Part A, B4	Strength	20%		2.00%
5					Part A, B5	ToR	20%		2.00%
6					Part A, B6	Review mechanisms	20%		2.00%
7					Part A, B7	Frequency of review	20%		2.00%
8			Action Plan	50%	Part A, C1	Action plan	5%	10%	0.50%
9					Part A, C2	Sections	5%		0.50%
10					Part A, C3	Schemes	5%		0.50%
11					Part A, C4	Timelines	5%		0.50%
12					Part A, C5	Responsibilities	5%		0.50%
13					Part A, C7	Compliance Scoring	75%		7.50%
14	Data Systems	60%	Data Generation	18%	Part B, A1	Requirements gathering	10%	11%	1.08%
15					Part B, A2	Collection	10%		1.08%
16					Part B, A3	Digitization	20%		2.16%
17					Part B, A4	Granularity	20%		2.16%
18					Part B, A5	Frequency	20%		2.16%
19					Part B, A6 and 7	Use of technologies in generation	20%		2.16%
20			Data Quality	18%	Part B, B1	QC mechanisms	20%	11%	2.16%
21					Part B, B2	QC automation	20%		2.16%
22					Part B, B3	Data quality assessment	40%		4.32%
23					Part B, B4	Use of mobile phones in QC	20%		2.16%
24			Data analysis, use & dissemination	18%	Part B, C1	Types of data analysis	15%	11%	1.62%
25					Part B, C2	Cross sectoral analysis	10%		1.08%
26					Part B, C3	Documentation of data analysis	10%		1.08%
27					Part B, C4	Use of data analysis	15%		1.62%
28					Part B, C5	Modes of dissemination	5%		0.54%
29					Part B, C6	Use of dashboards	15%		1.62%
30					Part B, C7	Data visualization types	5%		0.54%

## Data Governance Quality Index

S. No.	Pillar	Pillar Weightage	Theme	Theme wise weightage within pillar	Question No.	Question	Question Weightage within theme	Theme weightage in index	Question weightage in index
31					Part B, C8	Data visualization on maps	5%		0.54%
32					Part B, C9 and 10	Data Accessibility for all	5%		0.54%
33					Part B, C11	Open data	5%		0.54%
34					Part B, C13	Open Data - 2	5%		0.54%
35					Part B, C12	Machine readable data	5%		0.54%
36			Use of technology	10%	Part B, D1	Linkage with PFMS	10%	6%	0.60%
37					Part B, D2	Last mile linkage of PFMS	20%		1.20%
38					Part B, D3	Linkage with other platforms	20%		1.20%
					Part B, D5	Linkage with LGD Codes	10%		0.60%
39					Part B, D4	Use of alternative data sources	20%		1.20%
40					Part B, D6	Use of emerging technologies	20%		1.20%
41			Data security & HR capacity	18%	Part B, E1	Antivirus updates	5%	11%	0.54%
42					Part B, E2	Security audits	5%		0.54%
43					Part B, E3 and 4	SSL certification	5%		0.54%
44					Part B, E5	Firewalls	5%		0.54%
45					Part B, E6	External communication	10%		1.08%
46					Part B, E7, 8	Personal data protection	10%		1.08%
47					Part B, E9	Personal data protection -2	10%		1.08%
48					Part B, E10	Data QC team	25%		2.70%
49					Part B, E11	Data analysis team	25%		2.70%
50			Data management	18%	Part A, D1,3,4,5	Data management architecture	25%	11%	2.70%
51					Part A, D2	Data management Compliance	10%		1.08%
52					Part B, F1 and 2	Distributed storage	25%		2.70%
53					Part B, F3 and 4	Cloud storage	25%		2.70%
54					Part B, F5	Historical data management	15%		1.62%

## Data Governance Quality Index

S. No.	Pillar	Pillar Weightage	Theme	Theme wise weightage within pillar	Question No.	Question	Question Weightage within theme	Theme weightage in index	Question weightage in index
55	Data driven outcomes	20%	Synergistic data use within M/D	30%	Part A, E1 and 2	Identification of data gaps	40%	6%	2.40%
56					Part A, E3	Data exchange	60%		3.60%
57			Inter-agency data collaboration	30%	Part A, F1	Collaborations	50%	6%	3.00%
58					Part A, F2	Types of collaborations	50%		3.00%
59			Prescriptive Analytics	10%	Part A, G1	Prescriptive analytics	50%	2%	1.00%
60					Part A, G2	Frequency	25%		0.50%
61					Part A, G3	Modes	25%		0.50%
62			Good Practices	30%	Part A, H	Good practices	100%	6%	6.00%

### 8.2.2 Scoring (Question wise)

S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
1	Data Strategy	Data & Strategy Unit	Part A, B1	Constitution	If response is 'Yes' score '5', if 'No' score '0'.	Considered as no if none of the child questions were filled up, else given benefit of doubt
2			Part A, B2	Head	If response is 'AS' or 'JS' score '5', if response is 'Director' score '3', if response is 'Below Director' score '0'. If question is disabled, score '0'.	If it was to be answered, scored 0.
3			Part A, B3	Verticals	If all four verticals/sub-units are selected score '5', if three/two verticals are selected score '3', if only one is selected score '1', else score '0'. If question is disabled, score '0'.	If it was to be answered, treated as 0. Also, if someone has filled "N/A" even though it was not allowed, treated as 0.
4			Part A, B4	Strength	If total % is above 80% score '5', if total % is between 60% to 80% score '4', if total % is between 40% to 60% score '3', if total is between 20% to 40% score '2', if total is below 20% score '0'. If question is disabled, score '0'.	Considered as no
5			Part A, B5	ToR	If response is 'Yes' score '5', if 'Partial' score '3', if 'No' score '0'. If question is disabled, score '0'.	Considered as no

## Data Governance Quality Index

S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
6			Part A, B6	Review mechanisms	If response is 'Yes' score '5', if 'No' score '0'. If question is disabled, score '0'.	Considered as no
7			Part A, B7	Frequency of review	If response is 'daily'/'weekly'/'fortnightly'/'monthly' score '5', if response is 'quarterly' score '3', if response is 'annually' score '1'. If question is disabled, score '0'.	Considered as no
8			Part A, C1	Action plan	If response is 'Yes' score '5', if 'No' score '0'.	Considered as no if none of the child questions were filled up, else given benefit of doubt
9			Part A, C2	Sections	If response is 'Yes' score '5', if 'Partial' score '3', if 'No' score '0'. If question is disabled, score '0'.	Considered as no
10			Part A, C3	Schemes	If response is 'Yes' score '5', if 'Partial' score '3', if 'No' score '0'. If question is disabled, score '0'.	Considered as no
11			Part A, C4	Timelines	If response is 'Yes' score '5', if 'Partial' score '3', if 'No' score '0'. If question is disabled, score '0'.	Considered as no
12			Part A, C5	Responsibilities	If response is 'Yes' score '5', if 'Partial' score '3', if 'No' score '0'. If question is disabled, score '0'.	Considered as no
13		Action Plan	Part A, C7	Compliance Scoring	If timely compliance is above 80% score '5', if between 60% to 80% score '4', if between 40% to 60% score '3', if between 20% to 40% score '2', if below 20%, score '0'. If question is disabled, score '0'. If none of the action points are due when scores are being calculated, a standard score of 1 is given (as no timelines are due, it suggests action plan is not detailed and granular enough - hence low score).	Considered as no
14			Part B, A1	Requirements gathering	If response is 'Yes' score '5', if 'No' score '0'.	Treat blanks as no
15	Data Systems	Data Generation	Part B, A2	Collection	If response to all three parts is 'Yes', score 5. If response to two is 'Yes' and one is 'Partial', score 4. If response to two is 'Yes' and one is 'No', score 3. If response to one part is 'Yes' and two is partial, score '3'. If response to one is 'Yes', one is 'Partial', one is 'No', score 2. If response to one part is 'Yes' and two is 'No', score 1. If response to two is 'Partial' and one is 'no', then score '2'. If response to one part is 'partial' and two is 'no', score '1'. If response to all three parts is 'Partial', score 3. If response to all three parts is 'No', score 0.	Treat blanks as no

## Data Governance Quality Index

S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
16			Part B, A3	Digitization	If response is 'Yes' score '5', if 'No' score '0'.	If all child questions are blank/no, consider as No. If any one child question is yes, give benefit of doubt.
17			Part B, A4	Granularity	Lowest level of granularity to be used - '1' at national level, '3' at State level, '4' at district/sub-district/block level and '5' at village/individual/facility/ project level. If question is disabled, score '0'.	If it was to be answered, yet left blank, treat blank as no
18			Part B, A5	Frequency	Lowest level of frequency to be used - '1' at Yearly, '2' at half-yearly, '3' at Quarterly, '4' at monthly/fortnightly/weekly and '5' at daily/realtime/near realtime level. If question is disabled, score '0'.	If it was to be answered, yet left blank, treat blank as no
19			Part B, A6 and 7	Use of technologies in generation	If Q6 is disabled, score '0'. If response to Q6 is 'Option 1' score '1'. If response to Q6 is 'Option2' or 'Option 3', then use Q7 responses to score. If none of the responses to Q7 is 'Yes', score '3'. If anyone responses to Q7 is 'Yes', score '5'.	If it was to be answered and both 6 and 7 are blank, then consider both as no. If only 7 is answered yes, consider 6 as 2/3rd option. If only 7 is answered no, consider 6 as 1st option. If 6 is answered as 2/3rd option but 7 is blank, consider 7 as no.
20		Data Quality	Part B, B1	QC mechanisms documentation	If response is 'Yes' score '5', if 'No' score '0'.	Treat blanks as no
21			Part B, B2	QC automation	If response is 'Not done' score '0', if 'Manually' score '2', if 'Hybrid' score '3', if 'Automatically' score '5'.	If 2,3,4 are all blank, all no. If 3 and 4 have even one yes, treat 2 as hybrid and give score of three. If 2 is not blank but 3 and 4 are blank, treat 3 and 4 as no.
22			Part B, B3	Data quality assessment	If no response is 'Yes', score '0'. If anyone response is 'Yes' score '1', if any two responses are 'Yes' score '2', if any three responses are Yes, score '3', if any four responses are 'Yes' score '4', if all responses are yes, score '5'. If question is disabled, score '0'.	
23			Part B, B4	Use of mobile phones in QC	If no response is 'Yes', score '0'. If one or two responses are 'Yes' score '3'. If three or more responses are 'Yes' score '5'. If question is disabled, score '0'.	

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S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
24			Part B, C1	Types of data analysis	If no response is 'Yes' score '0'. If any 1/6 option is selected then score '1', if 2/6 options are selected then score '2'. If 3/6 options are selected, then score '3'. If 4 or more options are selected, then score '5'.	If 1,2,3,4 are all blank, all no. If 2,3 and 4 have even one yes, consider descriptive yes so that score of 1 can be given. If 1 has even one yes but 2,3,4 are blank, treat 2,3,4, as no.
25			Part B, C2	Cross sectoral analysis	If response is 'Yes' score '5'. If response is 'No' score '0'. If question is disabled, score '0'.	
26			Part B, C3	Documentation of data analysis	If response is 'Never' score '0'. If 'Annually', score '2'. If 'Half-yearly', score '3'. If 'Quarterly', score '4'. If 'Real time on a dashboard', score '5'. If question is disabled, score '0'.	
27			Part B, C4	Use of data analysis	If question is disabled, score '0'. If response is 'never' for all the sub-categories, score '0'. If response is annual/half-yearly/quarterly/realtime for 1-2/7 sub-categories, score '1'. If response is annual/half-yearly/quarterly/realtime for 3-4/7 sub-categories, score '3'. If response is annual/half-yearly/quarterly/realtime for 5-7/7 sub-categories, score '5'.	
28			Part B, C5	Modes of dissemination	If response is 'No' for all sub-categories, score '0'. If response is 'Yes' for 1-2 sub-categories, score '1'. If response is 'Yes' for 3-4 sub-categories, score '3'. If response is 'Yes' for 5-8 sub-categories, score '5'.	If 5a,6,7,8 are all blank, all no. If 6,7,8 have even one yes, consider 5a as yes. If 5a has yes but 6,7,8 are blanks, treat 6,7,8 as no.
29			Part B, C6	Use of dashboards	If question is disabled, score '0'. If response is 'No' for all sub-categories, score '0'. If response is 'Yes' for 1-2 sub-categories, score '3'. If response is 'Yes' for 3-4 sub-categories, score '5'.	
30			Part B, C7	Data visualization types	If question is disabled, score '0'. If response is 'No' for all sub-categories, score '0'. If response is 'Yes' for 1-2 sub-categories, score '1'. If response is 'Yes' for 3-4 sub-categories, score '3'. If response is 'Yes' for 5-7 sub-categories, score '5'.	
			Part B, C8	Data visualization on maps	If question is disabled, score '0'. If Yes, score '5', else '0'.	
31			Part B, C9 and 10	Data Accessibility for all	If question is disabled, score '0'. If response to both Q9 and Q10 is 'No', score '0'. If response to one is 'No' and one is 'partially' score '1'. If one is 'No' and one is 'yes' score '2'. If response to both are 'partially', score '3'. If response to one is 'Yes' and one is 'partially', score 4. If both are 'yes' score '5'.	Evaluate after giving benefit of doubt to Gen 3. Parent will not be blank then. Hence treat this as no.

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S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
32			Part B, C11	Open data	If question is disabled, score '0'. If response is 'Not accessible', score '0'. If response is 'Accessible through credentials', score '3'. If response is 'Openly accessible', score '5'.	Evaluate after giving benefit of doubt to Gen 3. Parent will not be blank then. Hence treat this as no.
			Part B, C13	Open data	If question is disabled, score '0'. If response is 'Yes', score 5, else '0'.	Evaluate after giving benefit of doubt to Gen 3. Parent will not be blank then. Hence treat this as no.
33			Part B, C12	Machine readable data	If question is disabled, score '0'. If response is 'Yes', score '5', if 'Partially' score '3', if 'No' score '0'.	Evaluate after giving benefit of doubt to Gen 3. Parent will not be blank then. Hence treat this as no.
34		Use of technology	Part B, D1	Linkage with PFMS	If response is 'Yes' score '5', else '0'. If question is disabled, score '0'.	After evaluating Gen 3, see if it was to be answered. If both are blank, no to both. If 2 is responded to yes/partially, mark 1 as yes. If 2 is responded as no, make 1 also no. If 1 is yes but 2 is blank, mark 2 as no.
35			Part B, D2	Last mile linkage of PFMS	If response is 'Yes', score '5', if 'Partially' score '3', if 'No' score '0'. If question is disabled, score '0'.	
36			Part B, D3	Linkage with other platforms	If no option selected, score '0'. If one option is yes, score '3'. If more than two options are selected, score '5'. If question is disabled, score '0'.	If it was to be answered, no
			Part B, D5	Linkage with LGD Codes	If response is 'Yes' score '5', else '0'. If question is disabled, score '0'.	If it was to be answered, no
37			Part B, D4	Use of alternative data sources	If no option selected, score '0'. If any one option is yes, score '5'.	Mark blanks as no
38			Part B, D6	Use of emerging technologies	If no option selected, score '0'. If any one option is yes, score '5'.	Mark blanks as no
39		Data security & HR capacity	Part B, E1	Antivirus updates	If response is 'Yes', score 5, else '0'. If question is disabled, score '0'.	If it was to be answered, mark as no.
40			Part B, E2	Security audits	If response is 'Yes', score 5, else '0'. If question is disabled, score '0'.	If it was to be answered, mark as no.
41			Part B, E3 and 4	SSL certification	If response to Q3 is 'No', score '0'. If response to Q3 is 'Yes', use responses for q4 to score further. If response to Q4 is 'No', score '3'. If	If it was to be answered, mark as no.

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S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
					response to Q4 is also 'Yes', score '5'. If Q3 is disabled, score '0'.	
			Part B, E5	Firewalls	If response is 'Yes', score 5, else '0'. If question is disabled, score '0'.	If it was to be answered, mark as no.
42			Part B, E6	External communication	If response is 'Yes' or 'No external communication established', score 5, else '0'. If question is disabled, score '0'.	If it was to be answered, mark as no efforts made.
43			Part B, E7, 8	Personal data protection	If question is disabled due to no MIS, score '0'. First check if response is 'No such data', score '5'. If this option is not selected, check which of remaining four options are selected. If only first/second option is selected, score '1'. If both first and second option are selected (but not third and fourth) score '2'. If third option is selected (but fourth is not), score '3'. If fourth option is selected (either along with other options or only fourth option is selected) and 'No efforts made/'others' selected in Q8, score '4'. Further, if fourth option is selected (either along with other options or only fourth option is selected) and any other option selected in Q8, score '5'.	If it was to be answered, keep it blank and score 0 as no response was provided. Give benefit of doubt if E8 has some positive response on anonymization.
Part			Part B, E9	Personal data protection - 2	If question is disabled due to no MIS, score '0'. If question was disabled due to 'No such data' response in Q7, score '5'. If response is 'Yes', score 5, else '0'.	If anything, other than "no such data" was selected in Q7 but 9 is left blank, consider 9 as No. If 7 is also blank, keep 9 as also blank and score 0 as response was not provided.
44			Part B, E10	Data QC team	If response is 'Yes', score 5, else '0'.	Mark blanks as no
45			Part B, E11	Data analysis team	If response is 'Yes', score 5, else '0'.	Mark blanks as no
46		Data management	Part A, D1,3,4,5	Data management architecture	If response to all four questions is 'No', score '0'. If response to only one question is 'Yes', score '1', if response to only any two questions is 'Yes', score '2'. If response to any three is 'Yes', score '4'. If response to all is 'Yes', score '5'.	
47			Part A, D2	Data management Compliance	If response is 'Yes', score 5, else '0'. If question is disabled, score '0'.	



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S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
48			Part B, F1 and 2	Distributed storage	If second option is selected in Q1, score '5'. If first option is selected in Q1, use Q2 to score further. If response to Q2 is 'Yes', score '3', else score '0'. If question is disabled, score '0'.	If it was to be answered: If both are blank, mark as no. If 1 is blank and 2 is responded to, select first option in 1. If 1 is responded to and first option is selected, consider no.
49			Part B, F3 and 4	Cloud storage	If 'Physical Servers'/'Others' is selected, score 0. If 'Cloud Storage' is selected, use Q4 to score further. If 'NIC/Gov Cloud Meghraj or CSP' is selected, score '5', else score '3'. If question is disabled, score '0'.	If both blank, consider others in 3 and keep 4 blank. If 4 is selected any option, consider cloud storage in 3. If cloud storage is selected in 3 but 4 is blank, keep 4 as blank and score as 3 only to give benefit of doubt.
50			Part B, F5	Historical data management	Is response is "Data is not backed up", score '0'. If response is "Data is backed up and data is archived", score '3'. If response is "Data history is well maintained including retention, destruction, and audit trail details", score '5'. If question is disabled, score '0'.	Keep blank and score 0 due to no response
51	Data driven outcomes	Synergistic data use within M/D	Part A, E1 and 2	Identification of data gaps	Is response to Q1 is "No", score 0. If response to Q1 is "Yes", use Q2 to score further. If response to Q2 is "No", score '3', If response to Q2 is also 'Yes', score '5'.	If E2 was to be answered, then no.
52			Part A, E3	Data exchange	If response is "No", score 0. If response is "In- progress", score 3. If response is "Yes", score 5. If "Yes" is the response, its veracity will be validated from the subjective descriptions and hence responding to descriptions is also important.	Treated as no
53		Inter-agency data collaboration	Part A, F1	Collaborations	If response is "No", score 0. If response is "In- progress", score 3. If response is "Yes", score 5. If "Yes" is the response, its veracity will be validated from the subjective descriptions and hence responding to descriptions is also important.	If both F1 and F2 are blank, both considered as no. If any one option is selected in F2 but F1 is blank, F1 is considered yes to give benefit of doubt to MD. If F1 is yes but F2 is blank,
54			Part A, F2	Types of collaborations	If none of the options are selected, score '0'. If one to five options selected, score '3'. If more than five options are selected, score '5'. If question is disabled, score '0'.	

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S.No.	Pillar	Theme	Question No.	Question	Scoring mechanism	How to consider blanks
						considered F2 as no - that none of the options are selected.
55		Prescriptive Analytics	Part A, G1	Prescriptive analytics	If response is "No", score 0. If response is "In- progress", score 3. If response is "Yes", score 5. If "Yes" is the response, its veracity will be validated from the subjective descriptions and hence responding to descriptions is also important.	
56			Part A, G2	Frequency	If response is "Annually", score 3. If response is "Quarterly/Monthly" score 5. If question is disabled, score '0'.	
57			Part A, G3	Modes	If none of the options are selected, score '0'. If any one option is selected (other than "others"), score '5'. If question is disabled, score '0'.	
58		Good Practices	Part A, H	Good practices	Each good practice will be assessed on 3 parameters – relevance of practice to DGQI exercise and objectives (40%), exhaustiveness of the case study (30%) and impact of the intervention (30%).” Then, a simple average of the three scores for each good practice will be taken to arrive at overall good practice dimension score.	

### 8.2.3 NA Handling

Theme	Question No.	Question	Question Weightage within theme	Scoring mechanism	NA present?	Way to handle
Data & Strategy Unit	Part A, B1	Constitution	5%		No	
	Part A, B2	Head	5%		No	
	Part A, B3	Verticals	10%		No	
	Part A, B4	Strength	20%		No	
	Part A, B5	ToR	20%		No	
	Part A, B6	Review mechanisms	20%		No	
	Part A, B7	Frequency of review	20%		No	
Action Plan	Part A, C1	Action plan	5%		No	
	Part A, C2	Sections	5%		No	
	Part A, C3	Schemes	5%		No	
	Part A, C4	Timelines	5%		No	

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	Part A, C5	Responsibilities	5%		No	
	Part A, C7	Compliance Scoring	75%		No	
Data Generation	Part B, A1	Requirements gathering	10%		No	
	Part B, A2	Collection	10%		No	
	Part B, A3	Digitization	20%		No	
	Part B, A4	Granularity	20%	Lowest level of granularity to be used - '1' at national level, '3' at State level, '4' at district/sub-district/block level and '5' at village/individual/facility/project level. If question is disabled, score '0'.	Sub-questions	Scoring should not be changed since it's a range. Any one of the options from village/individual/facility/project must be applicable for all schemes. Hence, if the scheme is collecting data at any level not equivalent to these four options, scores should be decreased the way they have been done.
	Part B, A5	Frequency	20%	Lowest level of frequency to be used - '1' at Yearly, '2' at half-yearly, '3' at Quarterly, '4' at monthly/fortnightly/weekly and '5' at daily/realtime/near realtime level. If question is disabled, score '0'.	Sub-questions	Only need to change scoring if daily/realtime/near realtime/monthly/fortnightly/weekly - all of these options are not applicable (infra schemes with long gestation periods). In this case, quarterly to be scored as '5', half-yearly as '3' and yearly as '1'.
	Part B, A6 and 7	Use of technologies in generation	20%	If Q6 is disabled, score '0'. If response to Q6 is 'Option 1' score '1'. If response to Q6 is 'Option2' or 'Option 3', then use Q7 responses to score. If none of the responses to Q7 is 'Yes', score '3'. If anyone responses to Q7 is 'Yes', score '5'.	Sub-questions	Only need to change scoring if none of the options in Q7 are applicable, otherwise scheme already gets full score. In this case, scoring will be done only on basis of 6 - 1 if first option is selected, 5 if other two options are selected.
Data Quality	Part B, B1	QC mechanisms	20%		No	
	Part B, B2	QC automation	20%		No	
	Part B, B3	Data quality assessment	40%		No	
	Part B, B4	Use of mobile phones in QC	20%	If no response is 'Yes', score '0'. If one or two responses are 'Yes' score '3'. If three or more responses are 'Yes' score '5'. If question is disabled, score '0'.	Sub-questions	The options are such that if one is applicable, all others would also be applicable. Hence, only need to change scoring if none of the options are applicable (research/defence schemes). If this is the case, data qual weights to be redistributed.
Data analysis, use & dissemination	Part B, C1	Types of data analysis	15%		No	
	Part B, C2	Cross sectoral analysis	10%	If response is 'Yes' score '5'. If response is 'No' score '0'. If question is disabled, score '0'.	Yes	If it is NA, its weight will be redistributed
	Part B, C3	Documentation of data analysis	10%		No	
	Part B, C4	Use of data analysis	15%		No	

## Data Governance Quality Index

	Part B, C5	Modes of dissemination	5%	If response is 'No' for all sub-categories, score '0'. If response is 'Yes' for 1-2 sub-categories, score '1'. If response is 'Yes' for 3-4 sub-categories, score '3'. If response is 'Yes' for 5-7 sub-categories, score '5'.	Sub-questions	It should not be the case that all options are NA- If scheme enters so, it would be scored '0' as a disincentive for entering wrong responses. Otherwise, NA treated as yes and accordingly scored as per the method.
	Part B, C6	Use of dashboards	15%		No	
	Part B, C7	Data visualization types	5%		No	
	Part B, C8	Data visualization on maps	5%	If question is disabled, score '0'. If Yes, score '5', else '0'.	Yes	If it is NA, its weight will be redistributed
	Part B, C9 and 10	Data Accessibility for all	5%		No	
	Part B, C11	Open data	5%		No	
	Part B, C13	Open Data - 2	5%		No	
	Part B, C12	Machine readable data	5%		No	
Use of technology	Part B, D1	Linkage with PFMS	10%	If response is 'Yes' score '5', else '0'. If question is disabled, score '0'.	Yes	If it is NA, its weight will be redistributed
	Part B, D2	Last mile linkage of PFMS	20%	If response is 'Yes', score '5', if 'Partially' score '3', if 'No' score '0'. If question is disabled, score '0'.	Yes	If it is NA, its weight will be redistributed
	Part B, D3	Linkage with other platforms	20%	If no option selected, score '0'. If one option is yes, score '3'. If more than two options are selected, score '5'. If question is disabled, score '0'.	Sub-questions	If every option is NA - weight redistribute. Otherwise, ranges are defined in a manner that schemes get correct scores. If any one option is yes, by virtue of options, at least two become applicable.
	Part B, D5	Linkage with LGD Codes	10%	If response is 'Yes' score '5', else '0'. If question is disabled, score '0'.	Yes	If it is NA, its weight will be redistributed
	Part B, D4	Use of alternative data sources	20%	If no option selected, score '0'. If any one option is yes, score '5'.	Sub-questions	If every option is NA - weight redistribute. Otherwise, ranges are defined in a manner that schemes get full scores.
	Part B, D6	Use of emerging technologies	20%	If no option selected, score '0'. If any one option is yes, score '5'.	Sub-questions	If every option is NA - weight redistribute. Otherwise, ranges are defined in a manner that schemes get full scores.
Data security & HR capacity	Part B, E1	Antivirus updates	5%		No	
	Part B, E2	Security audits	5%		No	
	Part B, E3 and 4	SSL certification	5%		No	
	Part B, E5	Firewalls	5%		No	
	Part B, E6	External communication	10%		No	
	Part B, E7, 8	Personal data protection	10%		No	
	Part B, E9	Personal data protection 2	10%		No	
	Part B, E10	Data QC team	25%		No	
	Part B, E11	Data analysis team	25%		No	

## Data Governance Quality Index

Data management	Part A, D1,3,4,5	Data management architecture	25%		No	
	Part A, D2	Data management Compliance	10%		No	
	Part B, F1 and 2	Distributed storage	25%		No	
	Part B, F3 and 4	Cloud storage	25%		No	
	Part B, F5	Historical data management	15%		No	
Synergistic data use within M/D	Part A, E1 and 2	Identification of data gaps	40%		No	
	Part A, E3	Data exchange	60%	If response is "No", score 0. If response is "In-progress", score 3. If response is "Yes", score 5. If "Yes" is the response, its veracity will be validated from the subjective descriptions and hence responding to descriptions is also important.	Yes	If it is NA, its weight will be redistributed
Inter-agency data collaboration	Part A, F1	Collaborations	50%		No	
	Part A, F2	Types of collaborations	50%		No	
Prescriptive Analytics	Part A, G1	Prescriptive analytics	50%		No	
	Part A, G2	Frequency	25%		No	
	Part A, G3	Modes	25%		No	
Good Practices	Part A, H	Good practices	100%		No	

## Data Governance Quality Index

### 9 User Management

#### 9.1 User List


*Path: User Management >> User List*













Click  **Export to Excel** to get user details in Excel

User listing will be displayed with following column headings:

Dashboard » Users

Click to get user details in excel




**+ Add User** ** Export to Excel**

	Mobile Number	Organization Type	Organization Name	Role	Status	Actions
	Mobile Number	Organization Type				
@gmail.com	7897876835	Ministry/Department	Commerce	Admin		  
istry.user@gmail.com	1234567890	Ministry/Department	Department of Commerce	M/D Data Entry	Active	  
istry.user@gmail.com	9990157283	Ministry/Department	Department of Commerce	M/D Data Entry	Active	  
merce@gmail.com	9990157283	Ministry/Department	Department of Commerce	M/D Admin	Active	  

Click to view, edit, and delete user

Previous 1 Next

Figure 9-1


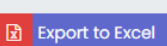
- Sr. No
- Name
- Designation
- Email
- Mobile Number
- Organization Type
- Organization Name
- Role
- Status
- Action:
- Click  to view user details
- Click  to edit user details
- Click  to delete user details













## Data Governance Quality Index

### 9.1.1.1 Add User

Click  to add new user

Dashboard > Users

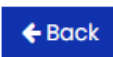


Click to add user  

	Mobile Number	Organization Type	Organization Name	Role	Status	Actions
	Mobile Number	Organization Type	Organization Name	Role	Status	
@gmail.com	7897876835	Ministry/Department	Department of Commerce	M/D Admin	Active	  
istry.user@gmail.com	1234567890	Ministry/Department	Department of Commerce	M/D Data Entry	Active	  
istry.user@gmail.com	9990157283	Ministry/Department	Department of Commerce	M/D Data Entry	Active	  
merce@gmail.com	9990157283	Ministry/Department	Department of Commerce	M/D Admin	Active	  

Previous 1 Next

Figure 9-2

#### Enter following details:

- LDAP User: Click ☒ radio button to select non-LDAP or LDAP user
- Name: Enter name
- Email ID: Enter email ID
- Mobile Number: Enter mobile number
- Organization Type: Select organization type from dropdown
- Organization Name: Select organization name from dropdown
- User Role: Select role type from dropdown
- Designation: Enter designation
- Click  to go back to previous screen
- Click  to save user details
- Click  to discard changes

Note: If you click ☒ Non LDAP user checkbox, password will be send to provided email ID. If you click ☐ LDAP user, user needs to use LDAP password

## Data Governance Quality Index

Dashboard » Users » Add User

**USER REGISTRATION FORM**

LDAP User\* ☒ Non LDAP User ☐ LDAP User

Name\*

Email Id\*

Mobile Number\*

Organization Type\*

Organization Name\*

User Role\*

Designation\*

Click to go back to previous screen

Click to save user details

Click to discard changes

Figure 9-3



## Data Governance Quality Index

### 10 Reports Module

#### 10.1 Performance Reports

##### 10.1.1 Category-wise score

*Path: Dashboard>> Performance Reports>> Category Wise Score*

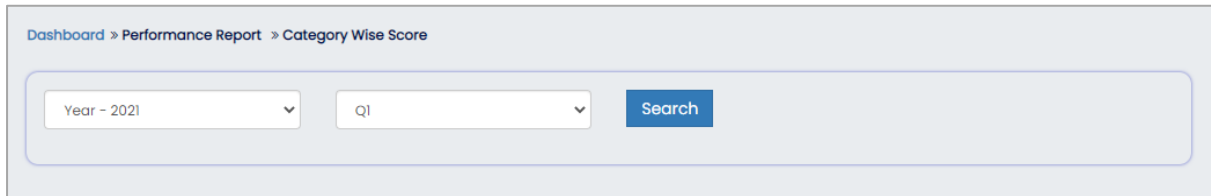


Figure 10-1

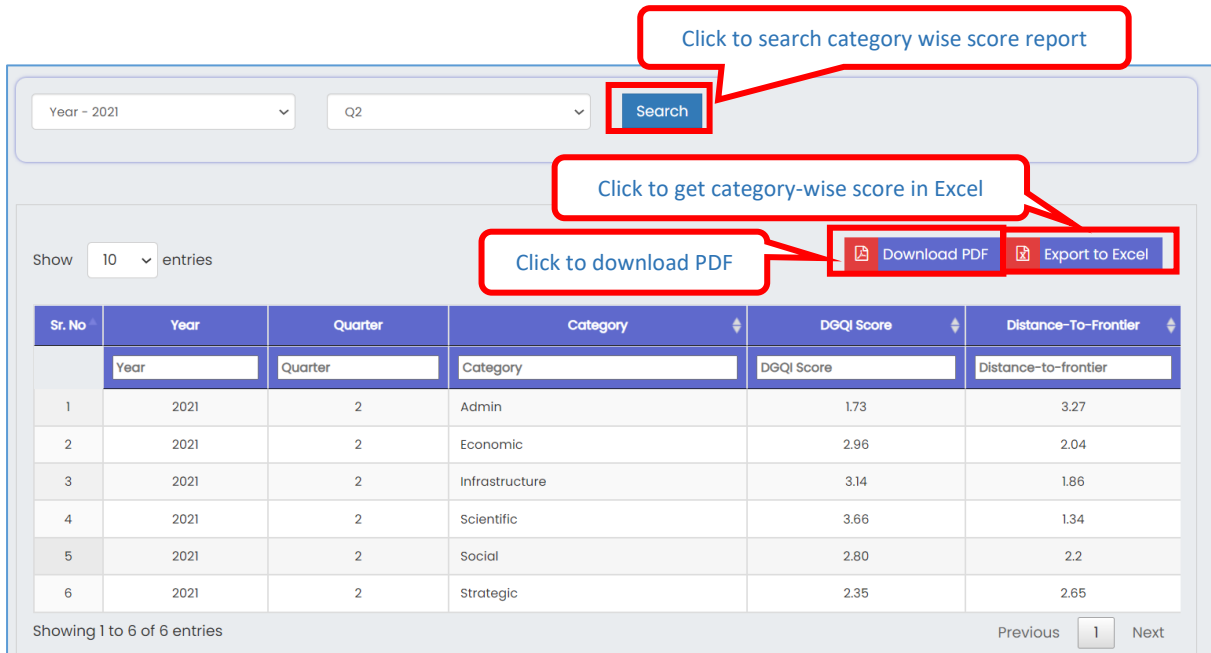
**Enter following details:**

- Select year from dropdown
- Select quarter from dropdown
- Click [Search](#) to search category-wise score report

Click [Download PDF](#) to download PDF

Click [Export to Excel](#) to get category-wise score details in Excel

Category wise score details will be displayed with following column headings:



Sr. No	Year	Quarter	Category	DGQI Score	Distance-To-Frontier
1	2021	2	Admin	1.73	3.27
2	2021	2	Economic	2.96	2.04
3	2021	2	Infrastructure	3.14	1.86
4	2021	2	Scientific	3.66	1.34
5	2021	2	Social	2.80	2.2
6	2021	2	Strategic	2.35	2.65

Figure 10-2

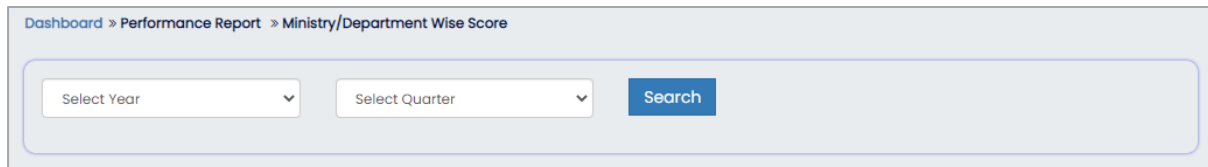
- Sr. No
- Year

## Data Governance Quality Index

- Quarter
- Category
- DGQI Score
- Distance-To-Frontier

### 10.1.2 M/D Wise Score

*Path: Dashboard>> Performance Reports>> M/D Wise Score*



Dashboard > Performance Report > Ministry/Department Wise Score

Select Year  Select Quarter

Figure 10-3

**Enter following details:**

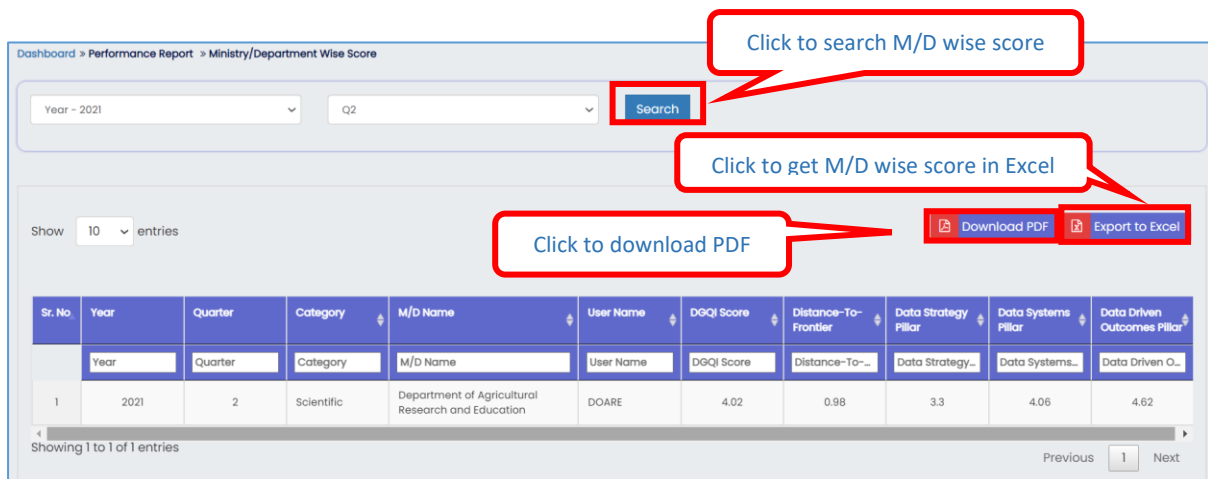
- Select year from dropdown
- Select quarter from dropdown
- Click  to search M/D wise score report

Click  to download PDF

Click  to get M/D wise score details in Excel

M/D wise score details will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**



Dashboard > Performance Report > Ministry/Department Wise Score

Year - 2021 Q2

Click to search M/D wise score

Click to get M/D wise score in Excel

Click to download PDF

Download PDF Export to Excel

Sr. No	Year	Quarter	Category	M/D Name	User Name	DGQI Score	Distance-To-Frontier	Data Strategy Pillar	Data Systems Pillar	Data Driven Outcomes Pillar
1	2021	2	Scientific	Department of Agricultural Research and Education	DOARE	4.02	0.98	3.3	4.06	4.62

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure 10-4

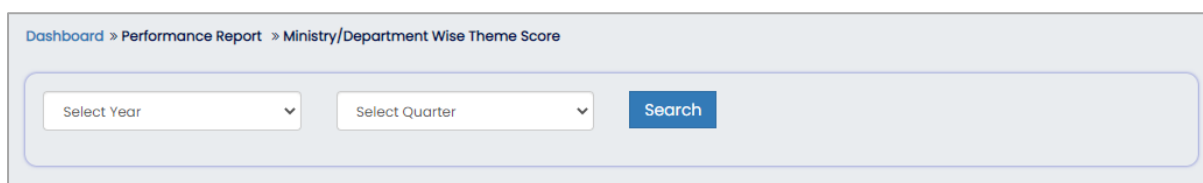
- Sr. No
- Year
- Quarter
- Category

## Data Governance Quality Index

- DGQI Score
- Distance-To-Frontier
- Data Strategy Pillar
- Data Systems Pillar
- Data Driven Outcomes Pillar

### 10.1.3 M/D Wise Theme Score

*Path: Dashboard>> Performance Reports>> M/D Wise Theme Score*



Dashboard > Performance Report > Ministry/Department Wise Theme Score

Select Year  Select Quarter

Figure 10-5

**Enter following details:**

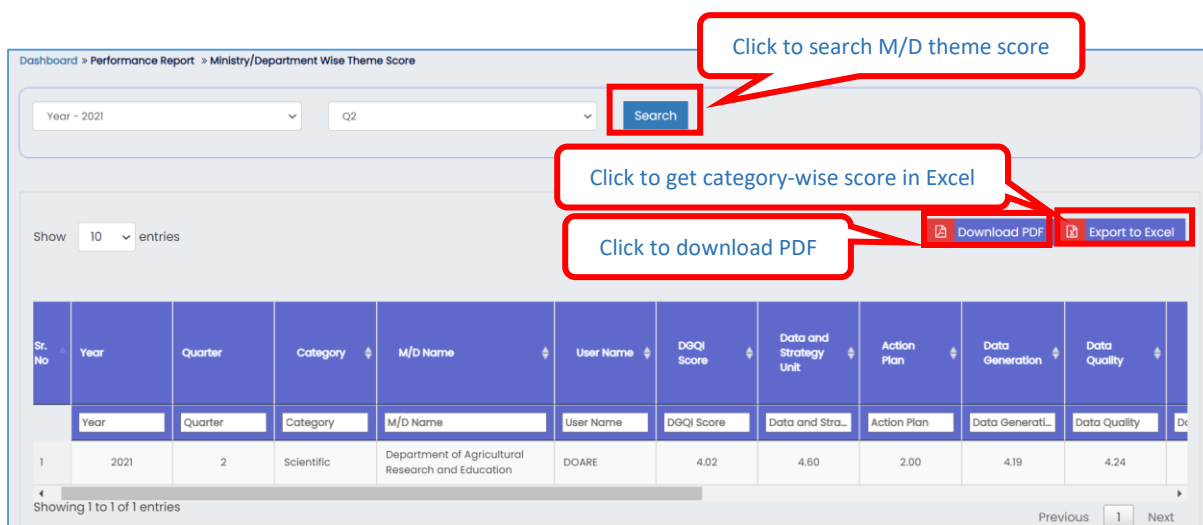
- Select year from dropdown
- Select quarter from dropdown
- Click  to search M/D wise theme score

Click  to download PDF

Click  to get M/D wise theme score details in Excel

M/D wise theme score will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**



Dashboard > Performance Report > Ministry/Department Wise Theme Score

Year - 2021  Q2

Click to search M/D theme score

Click to get category-wise score in Excel

Click to download PDF

Show 10 entries

Sr. No	Year	Quarter	Category	M/D Name	User Name	DGQI Score	Data and Strategy Unit	Action Plan	Data Generation	Data Quality
1	2021	2	Scientific	Department of Agricultural Research and Education	DOARE	4.02	4.60	2.00	4.19	4.24

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure 10-6

## Data Governance Quality Index

- Sr. No
- Year
- Quarter
- Category
- M/D Name (add Govt. of India to the list)
- Username
- DGQI Score
- Data and Strategy Unit
- Action Plan
- Data Generation
- Data Quality
- Data Analysis, Use and Dissemination
- Use of Technology
- Data Security and HR Capacity
- Data management
- Synergistic data use within MD
- Inter -Agency data collaboration
- Prescriptive analysis
- Good Practices

### 10.1.4 M/D Wise Action Points Progress

*Path: Dashboard>> Performance Reports>> Ministry/Department Wise Action Point Progress*

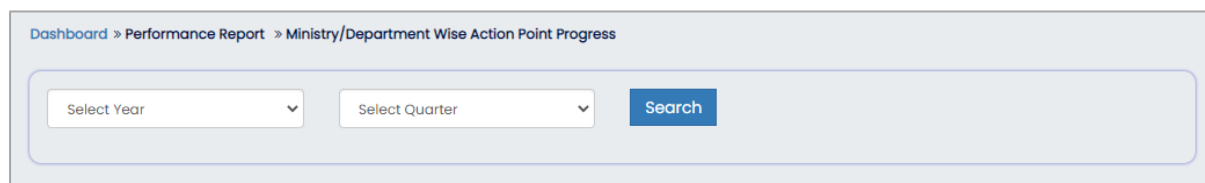


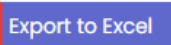


Figure 10-7

#### Enter following details:

- Select year from dropdown
- Select quarter from dropdown
- Click  to search M/D wise action points progress

Click   to download PDF

Click   to get M/D wise action points progress details in Excel

M/D wise action points progress will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**

## Data Governance Quality Index

Dashboard » Performance Report » Ministry/Department Wise Action Point Progress

Year - 2021 Q2 [Search](#)

[Click to search M/D wise action points progress](#)

[Click to get M/D wise action points progress details in Excel](#)

Show 10 entries

[Click to download PDF](#) [Download PDF](#) [Export to Excel](#)

Sr. No	Year	Quarter	Category	Ministry/ Department name	User Name	Total no. Of Action Points	No. Of Action Points Due	No. Of Action Points Completed
	Year	Quarter	Category	Ministry/ Department name	User Name	Total no. Of Action Points	No. Of Action Points Due	No. Of Action Points Completed
1	2021	2	Social	Department of School Education and Literacy	DOSEL@gmail.com	1	0	1

Figure 10-8

- Sr. No
- Year
- Quarter
- Category
- Ministry/ Department name
- User Name
- Total no. Of Action Points
- No. Of Action Points Due
- No. Of Action Points Completed
- Yet to be initiated
- In progress
- Completed but delayed

### 10.1.5 Scheme Wise Score

*Path: Dashboard>> Performance Reports>> Scheme Wise Score*

Dashboard » Performance Report » Scheme Wise Score

Select Year Select Quarter [Search](#)


Figure 10-9

#### Enter following details:

- Select year from dropdown
- Select quarter from dropdown
- Click [Search](#) to search scheme wise score

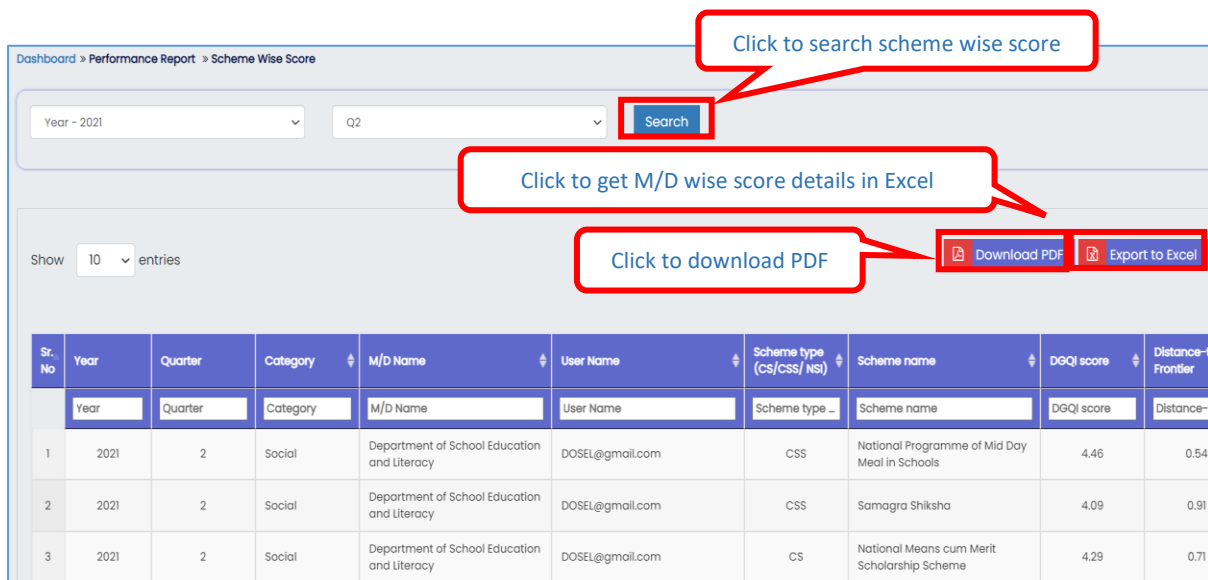
Click [Download PDF](#) to download PDF

## Data Governance Quality Index

Click  [Export to Excel](#) to get scheme wise score details in Excel

Scheme wise score will be displayed with following column headings:

Please Note: M/Ds will be able to view scores/results of their own M/D only.



Dashboard > Performance Report > Scheme Wise Score

Year - 2021 Q2 [Search](#)

Click to search scheme wise score

Click to get M/D wise score details in Excel

Show 10 entries

Click to download PDF [Download PDF](#) [Export to Excel](#)

Sr. No	Year	Quarter	Category	M/D Name	User Name	Scheme type (cs/css/ nsi)	Scheme name	DGQI score	Distance-t Frontier
	Year	Quarter	Category	M/D Name	User Name	Scheme type	Scheme name	DGQI score	Distance-t
1	2021	2	Social	Department of School Education and Literacy	DOSEL@gmail.com	CSS	National Programme of Mid Day Meal in Schools	4.46	0.54
2	2021	2	Social	Department of School Education and Literacy	DOSEL@gmail.com	CSS	Samagra Shiksha	4.09	0.91
3	2021	2	Social	Department of School Education and Literacy	DOSEL@gmail.com	CS	National Means cum Merit Scholarship Scheme	4.29	0.71

Figure 10-10

- Sr. No
- Year
- Quarter
- Category
- M/D Name (add Govt. of India to the list)
- User Name
- Scheme type (CS/CSS/ NSI)
- Scheme name
- DGQI score
- Distance-to-Frontier

## Data Governance Quality Index

### 10.1.6 M/D Wise Trend Analysis

*Path: Dashboard>> Performance Reports>> M/D Wise Trend Analysis*

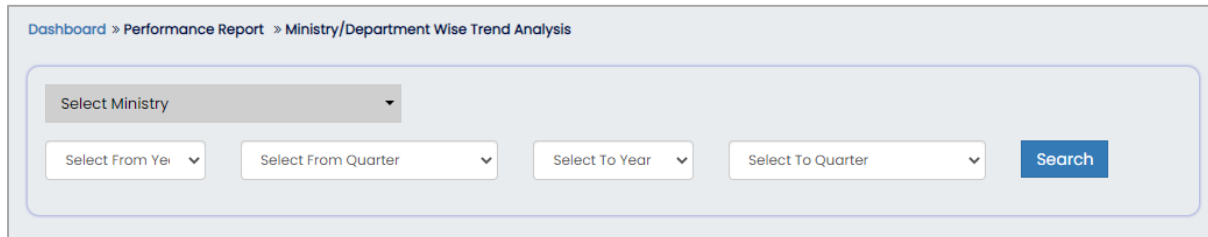



Figure 10-11

#### Enter following details:

- Select ministry from dropdown
- Select year from dropdown
- Select from quarter from dropdown
- Select to year from dropdown
- Select to quarter from dropdown
- Click  to search M/D wise trend analysis

Click  to download PDF

Click  to get M/D wise trend analysis details in Excel

M/D wise trend analysis will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**

## Data Governance Quality Index

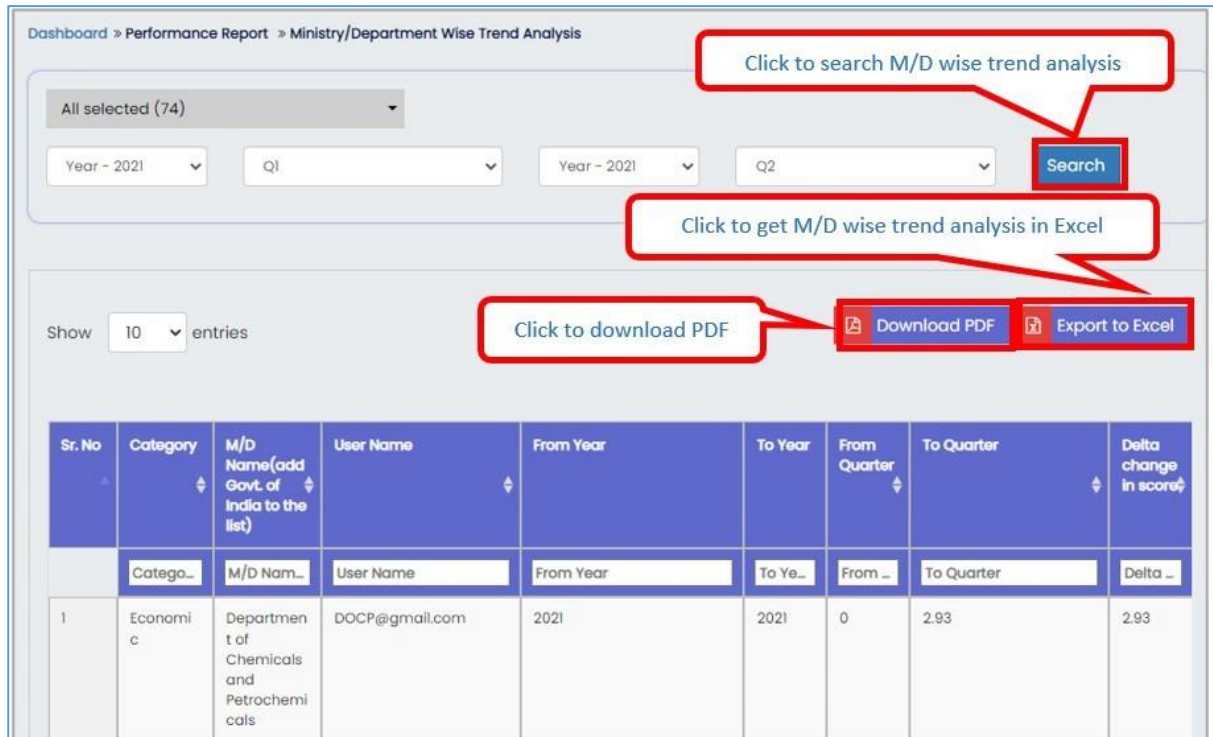


Figure 10-12

- Sr. No
- Category
- M/D Name(add Govt. of India to the list)
- User Name
- From Year
- To Year
- From Quarter
- To Quarter
- Delta change in score



## Data Governance Quality Index

### 10.1.7 Scheme Wise Trend Analysis

*Path: Dashboard>> Performance Reports>> Scheme Wise Trend Analysis*

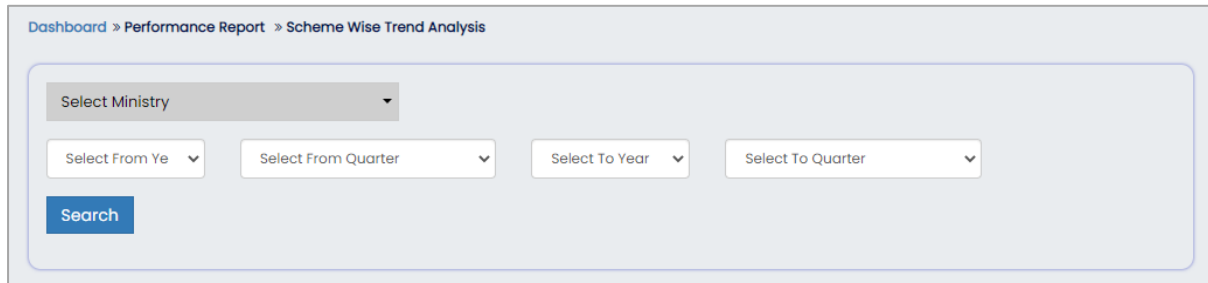

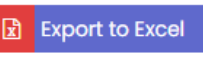


Figure 10-13

#### Enter following details:

- Select ministry from dropdown
- Select year from dropdown
- Select from quarter from dropdown
- Select to year from dropdown
- Select to quarter from dropdown
- Click  to search scheme wise trend analysis

Click  to download PDF

Click  to get scheme wise trend analysis details in Excel

Scheme wise trend analysis details will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**

## Data Governance Quality Index

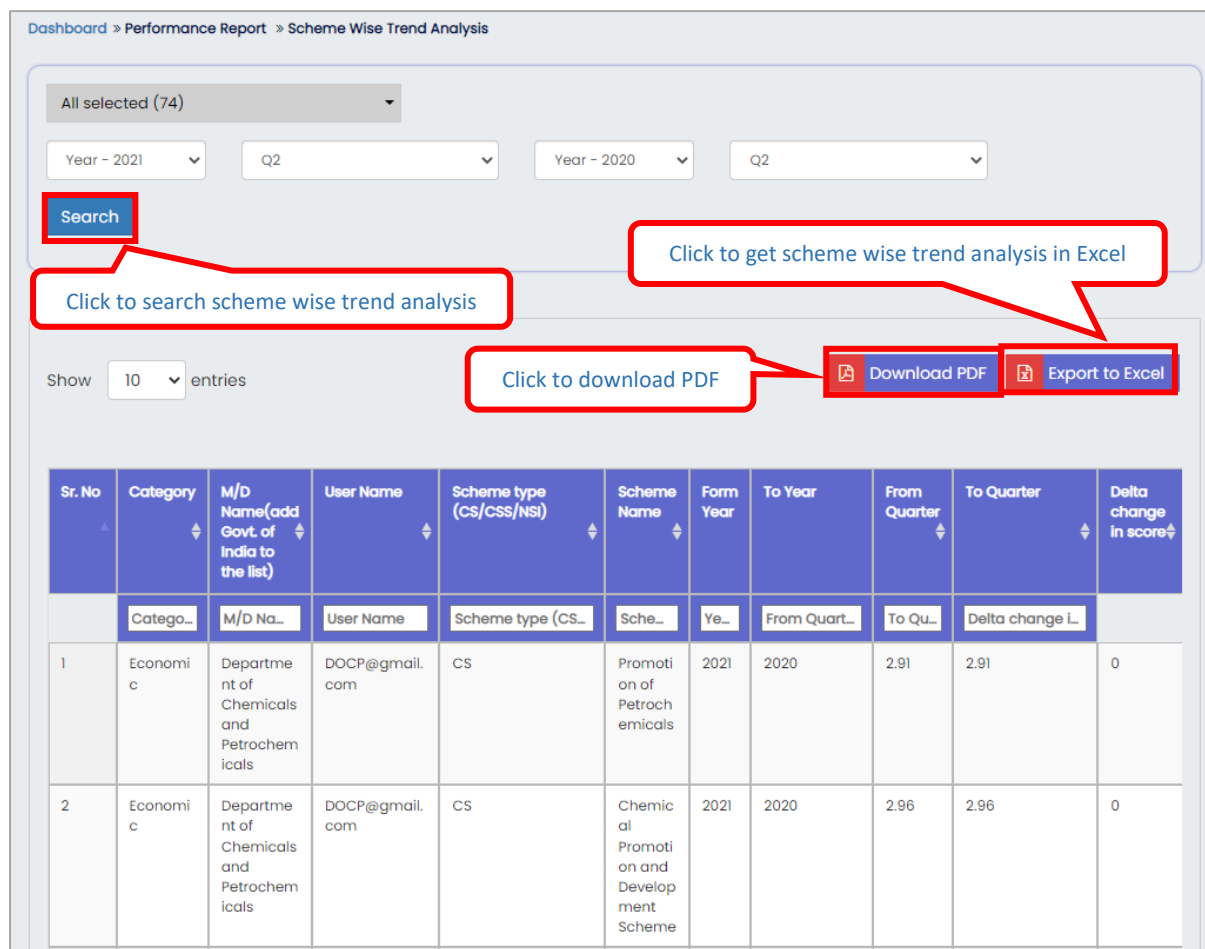


Figure 10-14

- Sr. No
- Category
- M/D Name (add Govt. of India to the list)
- User Name
- Scheme type (CS/CSS/NSI)
- Scheme Name
- Form Year
- To Year
- From Quarter
- To Quarter
- Delta change in score

## Data Governance Quality Index

### 10.1.8 Question Wise Trend Analysis

*Path: Dashboard>> Performance Reports>> Question Wise Trend Analysis*

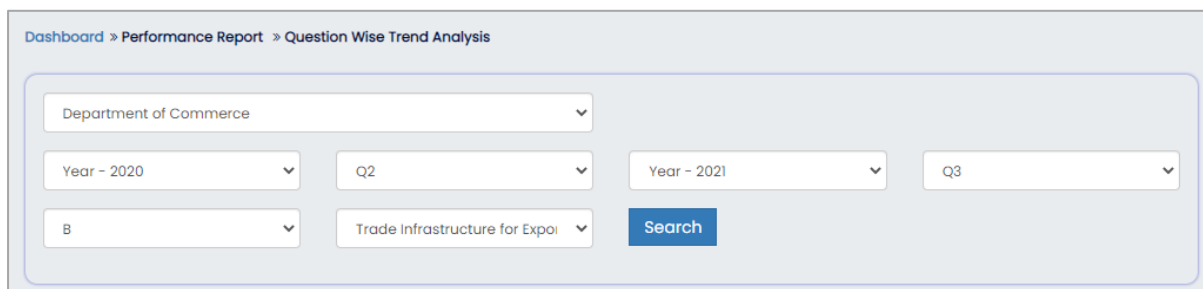



Figure 10-15

#### Enter following details:

- Select department of commerce from dropdown
- Select from year from dropdown
- Select from quarter from dropdown
- Select to year from dropdown
- Select to quarter from dropdown
- Select part from dropdown

If DMEO admin select B from dropdown, admin needs to enter following details.

- Scheme Name: Select scheme name from dropdown
- Click  to search question wise trend analysis

Click  to download PDF

Click  to get question wise trend analysis details in Excel

Question wise trend analysis details will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**

## Data Governance Quality Index

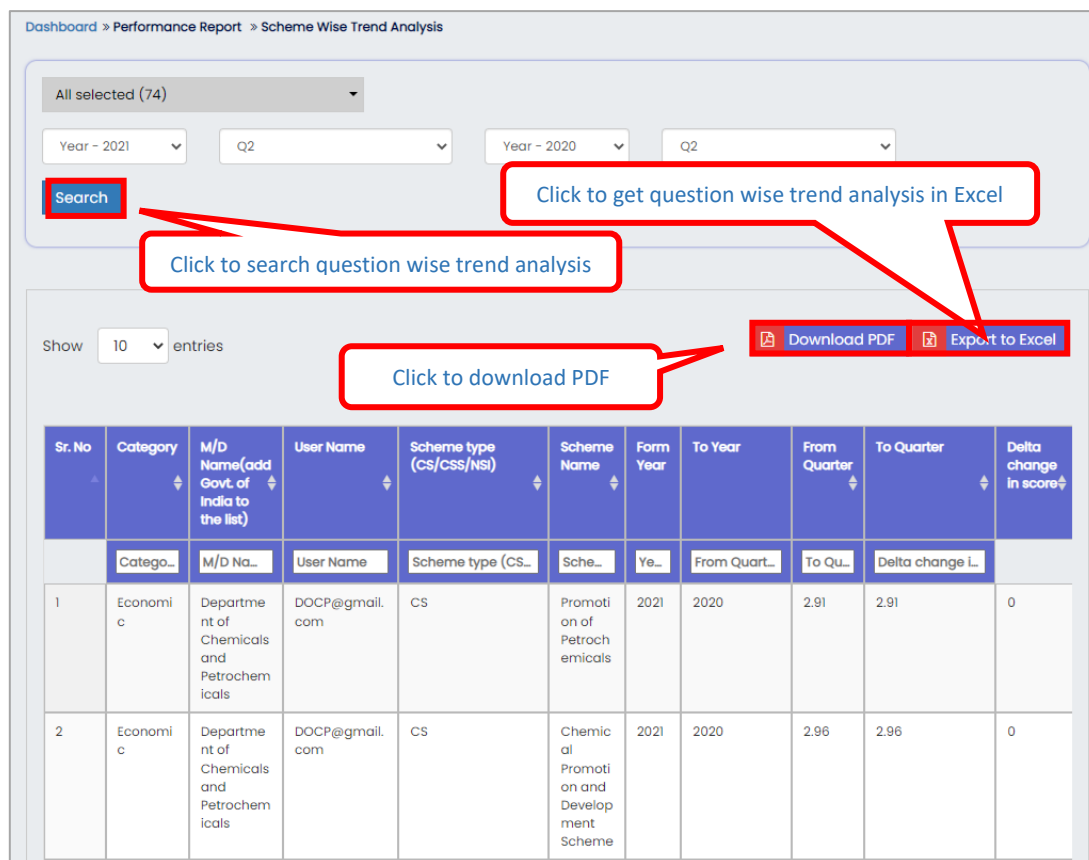


Figure 10-16

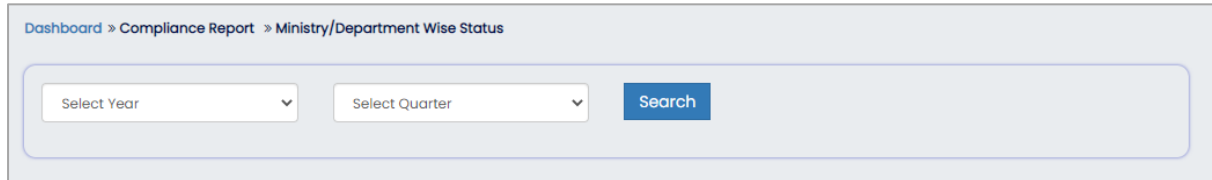
- Sr. No
- Category
- M/D Name
- Username
- Part (A/B)
- Question Name
- Scheme type (CS/CSS/NSI)
- Scheme Name
- From Year
- To Year
- From Quarter
- To Quarter
- Delta change in score

## Data Governance Quality Index

### 10.2 Compliance Reports

#### 10.2.1 M/D Wise Status

*Path: Dashboard>> Compliance Report>> M/D Wise Status*



Dashboard » Compliance Report » Ministry/Department Wise Status

Select Year  Select Quarter  [Search](#)

Figure 10-17

**Enter following details:**

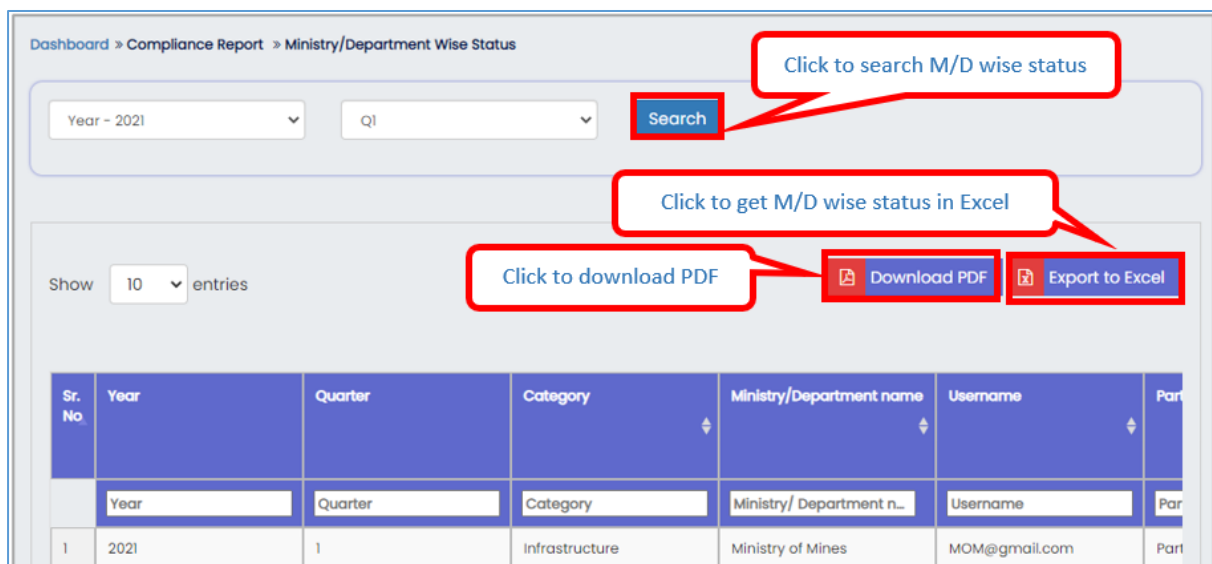
- Select year from dropdown
- Select quarter from dropdown
- Click [Search](#) to search M/D wise status report

Click [Download PDF](#) to download PDF

Click [Export to Excel](#) to get M/D wise status in Excel

M/D wise status will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**



Dashboard » Compliance Report » Ministry/Department Wise Status

Year - 2021  Q1  [Search](#)

Click to search M/D wise status

Click to get M/D wise status in Excel

Click to download PDF

Show 10 entries

Sr. No.	Year	Quarter	Category	Ministry/Department name	Username	Part
1	2021	1	Infrastructure	Ministry of Mines	MOM@gmail.com	Part

Figure 10-18

- Sr. No
- Year

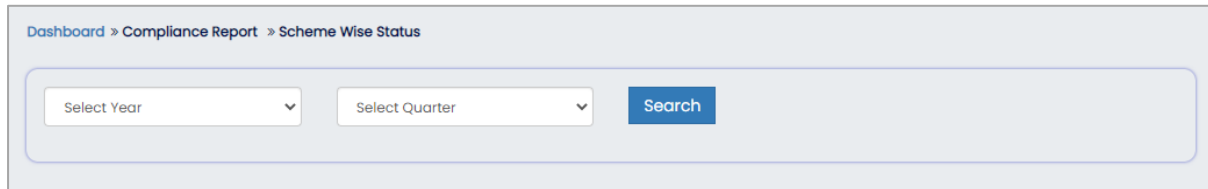
## Data Governance Quality Index

- Quarter
- Category
- Ministry/Department name
- UsernamePart
- A Status (Not started, Partial, Submitted)
- Percentage of Completion (based on number of questions answered in Part-A)
- Total no. of schemes
- No. of schemes not started
- No. of schemes in Partial
- No. of schemes submitted

## Data Governance Quality Index

### 10.2.2 Scheme Wise Status

*Path: Dashboard>> Compliance Report>> Scheme Wise Status*



Dashboard > Compliance Report > Scheme Wise Status

Select Year  Select Quarter

Figure 10-19

**Enter following details:**

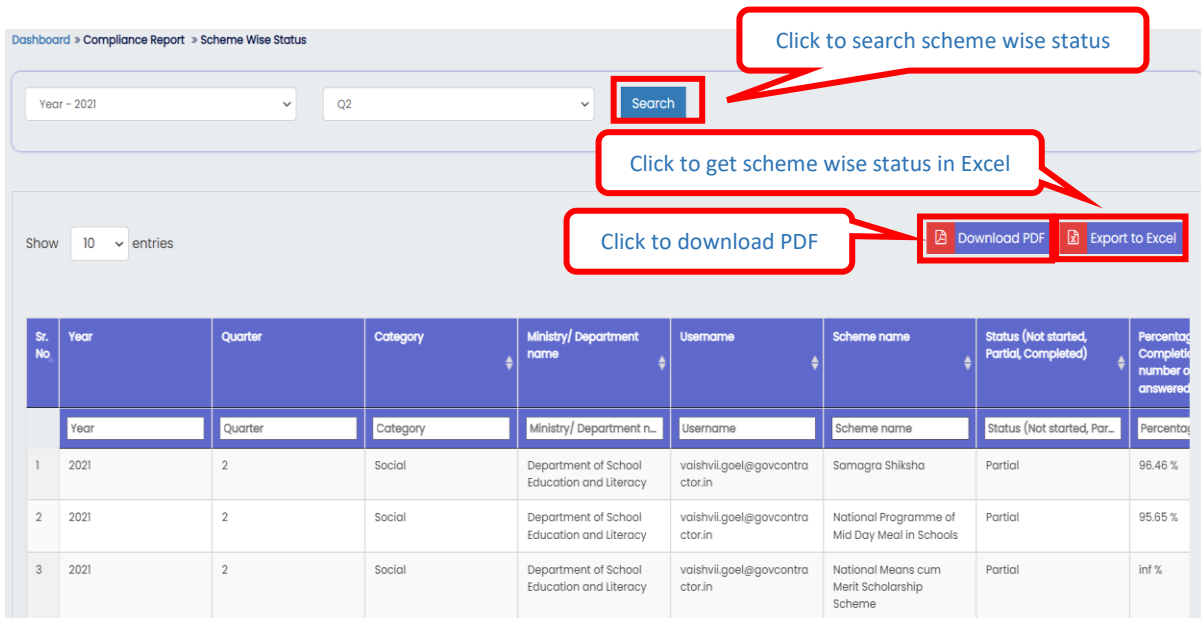
- Select year from dropdown
- Select quarter from dropdown
- Click  to search scheme wise status report

Click  to download PDF

Click  to get scheme wise status in Excel

Scheme wise status will be displayed with following column headings:

**Please Note: M/Ds will be able to view scores/results of their own M/D only.**



Dashboard > Compliance Report > Scheme Wise Status

Year - 2021  Q2   Click to search scheme wise status

Click to get scheme wise status in Excel

Click to download PDF

Show  entries

Sr. No.	Year	Quarter	Category	Ministry/ Department name	Username	Scheme name	Status (Not started, Partial, Completed)	Percentage Completed (number of answers)
	Year	Quarter	Category	Ministry/ Department n...	Username	Scheme name	Status (Not started, Par...	Percenta...
1	2021	2	Social	Department of School Education and Literacy	vaishvil.goel@govcontra	Samagra Shiksha	Partial	96.46 %
2	2021	2	Social	Department of School Education and Literacy	vaishvil.goel@govcontra	National Programme of Mid Day Meal in Schools	Partial	95.65 %
3	2021	2	Social	Department of School Education and Literacy	vaishvil.goel@govcontra	National Means cum Merit Scholarship Scheme	Partial	inf %

Figure 10-20

- Sr. No
- Year
- Quarter

## Data Governance Quality Index

- Category
- Ministry/ Department name
- Username
- Scheme name
- Status (Not started, Partial, Submitted)
- Percentage of Completion (based on number of questions answered in Part-B)