

RAJYA SABHA SECRETARIAT
(Media, Education and Audio-Visual Unit)

No. RS.14/1/2018-MEAV

Dated 7August, 2018

CIRCULAR

Subject: Uploading of photographs on the picture gallery link in Rajya Sabha Website-reg.

It has been brought to the notice of the Media Unit by Shri Swarabji B., Director and Web Supervisor about the non-uploading of photographs on the picture gallery link in the Rajya Sabha website since the year 2015 by the custodian of photographs of the events organised by the Rajya Sabha and its Secretariat.

2. The Media Unit sends the photographs of the event to the concerned section for which the request is received in connection with any event, for further necessary action at their end. It has been ascertained from the National Informatics Centre (NIC), that photographs on the website are uploaded by them as and when the concerned Section sends a request to them with the selected photographs along with the captions for uploading on the website. The NIC has informed that since the year 2015, no section/custodian of the photographs has approached them for this purpose.

3. It has also been informed by the NIC that it has made a provision whereby the sections can have Login ID and Password from NIC (Room No. 64G PH) and upload photographs giving a caption to them on their own as and when they desire. Accordingly, the concerned sections are requested to upload the photographs in their custody which have not been uploaded since the year 2015 after getting login ID and password from the NIC. It is also requested that all custodian of the photographs/concerned sections may upload photographs alongwith captions on the picture gallery in future whenever photographs are forwarded to them by the Media Unit.

4. This issues with the approval of the competent authority.

(RATAN KUMAR SAHOO)
ADDITIONAL DIRECTOR (MEDIA)
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To:

All concerned Sections/Branches