

Content Review Policy (CRP)

All possible efforts are taken to keep up-to-date URLs of the Websites/Portals of Indian Government Ministries, Departments and Organisations on GOI Web Directory. This Content Review Policy defines the roles and responsibilities of the GOI Web Directory content review and the manner in which it need to be carried out. Review Policies are defined for the diverse content elements.

The Review Policy is based on different type of content elements, its validity and relevance as well as the archival policy. The matrix below gives the Content Review Policy:

S. No	Content Element	Event	Time	Policy	Frequency of Review	Approver
1	About - Controller of Certifying Authorities (CCA)	√	√	√	Half Yearly	Executive Director
2	CA related Information	√	√		Quarterly / Immediate- if change in CA disclosure related information	Executive Director
3	CCA issued Guidelines	√	√		Quarterly/ Immediate- if new Policies introduced	Executive Director
4	IT Acts/Rules/Regulation	√	√		Quarterly	Executive Director
5	Disclosure record/ CRL	√	√		Weekly	Executive Director
6	Notifications	√	√		Weekly	Executive Director
7	Publications/Reports	√	√		Quarterly	Executive Director
8	Contact Details	√	√		Quarterly	Executive Director
9	What's New	√	√		Weekly /Immediate in case of an event	Executive Director
10	Tenders /Recruitments	√	√		Quarterly Immediate in case of an event	Executive Director
11	RTI related	√	√		Quarterly Immediate in case of an event	Executive Director

The entire website content would be reviewed for syntax checks once a week by the RMK Website Team.

Thank You,

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