

Content Contribution, Moderation & Approval Policy (CMAP)

Content needs to be contributed by the authorized Nodal Officers from Divisions of National Vector Borne Disease Control Programme (NVBCP) in a consistent fashion to maintain uniformity and to bring in standardization along with associated metadata and keywords. In order to present the content as per the requirement of the viewer, organize the content in categorized manner and 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 content on the portal goes through the entire life-cycle process of:-

- Creation
- Modification
- Approval
- Moderation
- Publishing
- Expiry
- Archival

Once the content is contributed it needs to be approved and moderated prior to being published on the Website. The moderation could be multilevel and is role based. If the content is rejected at any level then it is reverted back to the originator of the content for modification.

Different Content Element is categorized as: -

- Routine
- Priority and
- Express

#	Content Element	Type of Content			Moderator	Approver	Contributor
		Routine	Priority	Express			
1	About Us	√			WIM	Director	NO
2	Message from Director	√			WIM	Director	NO
3	Diseases		√		WIM	Director	NO
4	Citizen/Tender	√	√		WIM	Director	NO
5	Guidelines	√	√		WIM	Director	NO
6	Human Resource	√	√		WIM	NO	NO
7	What's New	√	√	√	WIM	HOD/NO	NO
8	Photo Gallery	√	√		WIM	NO	NO
9.	Vacancies	√	√		WIM	Director	NO

10	Communication Resource Centre	√	√		WIM	Director	Director/NO
11	News & Highlights	√	√		WIM	HOD	NO

WIM=Web Information Manager HOD=Head of Department NO=Nodal Officer

The responsibility of contents in respect of websites than ministry rest with the concerned organization.

Thank You,

Web Information Manager

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