Check List of GIGW for State Portal

Sl No.	Compliance	Status
1	Department has nominated a Web Information Manager as defined in the guidelines.	Under Process
2	It has been ensured that all stationery of the department as well as advertisements/public messages issued by the concerned Department prominently display the URL of the web site.	Maintained
3	Website has the following clearly defined policies and plans approved by the web information manager.	Under Process
	1. Copyright Policy	
	2. Content Contribution, Moderation & Approval (CMAP) policy.	
	3. Content Archival (CAP) policy.	
	4. Content Review (CRP) policy.	
	5. Hyper linking Policy.	
	6. Privacy Policy.	
	7. Terms & Conditions.	
	8. Website Monitoring Plan.	
	9. Contingency Management Plan.	
	10. Security Policy.	
4	Source of all documents, not owned by the dept. that have been reproduced in part or full, is mentioned.	Under Process
5	Due permissions have been obtained for publishing any content protected by copyright	Maintained
6	Home page of website displays the last updated/reviewed date	Done
7	Complete information including title, size format and usage instructions is provided for all downloadable material	Maintained
8	With respect to each, Circular, Notification, Document,	Maintained
	Form, Scheme, Service and Recruitment notice,	
	The following should be clearly listed in the Website:	
	a. Complete title	
	b. Language (if other than English)	
	d. Purpose/procedure to apply (as applicable)	
	e. Validity (if applicable)	
9	All outdated, irrelevant content (like Announcements, Tenders, Recruitment notices, News and Press Releases) is removed from the	Done

	website and/or placed into the archives as per the archival policy		
10	The language is free from spelling and grammatical errors		Maintained
11	Mechanism is in place to ensure that there are no 'broken links'		Under Process
	(internal as well as external) or 'Page not found' errors		
12	There are no links to 'under construction' pages		Under Process
13	The mechanism is in place to check the accuracy of Hyperlinked		Maintained
	Content and Clear indications are given when a link leads out to a non		
	government website		
14	Website provides a prominent link to the 'National Portal' from the Home Page and Pages belonging to National Portal load in new browser window		Done
15	Association to Government is demonstrated by the use of Emblem/		Done
	Logo in proper ratio and color, prominently displayed on the homepage		
	of the website		
16	Ownership information is displayed on the homepage and on all		Done
	important entry pages of the website and each subsequent page is a		
	standalone entity in terms of ownership, navigation and context of		
	content		
17	Website uses Cascading Style Sheets to control layouts/styles and		Under Process
	incorporates responsive design features to ensure that the interface		
	displays well on different screen sizes		
18	Website is readable even when style sheets are switched off or not		Maintained
	loaded		
19	Proper page title and language attribute along with metadata for page like keywords and description are appropriately included		Under Process
20	Data tables have been provided with necessary tags/markup		Maintained
21	The website has a readily available Help section linked from all pages		Under Process
	of the website		
22	All information about the department, useful for the citizen and other		Done
	stakeholders, is present in the 'About Us' section and mechanism is in		
	place to keep the information up to date		
23	Website has a 'Contact Us' page providing complete contact details of		Done
	important functionaries in the department and this is linked from the		

	Home Page and all relevant places in the website		
24	Feedback is collected through online forms and mechanism is in place to ensure timely response to feedback/queries received through the website	Under Process	
25	The website has been tested on multiple browsers. Hindi/Regional language fonts have been tested on popular browsers for any inconsistency (loss of layout)	Under Process	
26	Minimum content as prescribed in the guidelines is present on the homepage and all subsequent pages	Done	
27	Text is readable both in electronic and print format and the content prints correctly on an A4 size paper	Maintained	
28	Website has cleared security audit	Under Process	
29	Website is in the nic.in or gov.in domain	Done	
30	Website is hosted in a data centre in india having the following facilities: 1. State-of-the art multi-tier security infrastructure as well as devices such as firewall and intrusion prevention systems. 2. Redundant server infrastructure for high availability. 3. Disaster Recovery (DR) Centre in a geographically distant location. 4. Helpdesk & technical support on 24x7x365 basis	Done	
31	Website is bilingual with a prominent language selection link and uses Unicode characters	Under Process	
32	Documents/Pages in multiple languages are updated simultaneously	Under Process	
33	Documents are provided either in HTML or other accessible formats. Download details (File Format Size) & instruction for viewing these is provided	Done	
34	Mechanism is in place to ensure that all tender/recruitment notices are published/linked through the website	Maintained	
35	All documents have a publish date on the main page	Under Process	
36	All non-text content (like images) has a text alternative that provides equivalent information as the image itself	Maintained	
37	Scanned Images of text have not been used	Under Process	

38	The visual presentation of text and images of text has a contrast ratio of at least 4.5:1 between the foreground and background. Large scale text and images of text have a contrast ratio of 3:1	Under Process
39	Text can be resized without assistive technology up to 200 percent without loss of content or functionality	Under Process
40	There is a mechanism to pause, stop or hide scrolling, blinking or auto updating content that starts automatically and lasts for more than 5 seconds	Maintained
41	Web pages do not contain any content that flashes for more than three times in a second	Maintained
42	Instructions provided for understanding and operating content do not rely solely on sensory characteristics such as shape, size, visual location, orientation, or sound	Maintained
43	Color is not used as the only visual means of conveying information, indicating an action, prompting a response, or distinguishing a visual element	Under Process
44	Captions or transcript are provided for all prerecorded and live audio and video content	Not Done
45	For any audio on a Web page that plays automatically for more than 3 seconds, a mechanism is available to pause, stop or control the volume of the audio independently by from system volume level	Not Done
46	Information, structure, and relationships that are conveyed visually on a web page must also be programmatically determined or are available in text	Under Process
47	When the sequence in which content is presented affects its meaning, a correct reading sequence can be programmatically determined	Maintained
48	All functionality that is available on the web page is operable through keyboard	Under Process
49	Complete web page is navigable using keyboard only (using tab or arrow keys)	Under Process
50	Current navigation location (Keyboard focus indicator) is visible on the webpage while operating or navigating the page through a keyboard	Maintained
51	Web pages allow the user to bypass blocks of content like navigation menus that are repeated on multiple pages (by using the skip to content link)	Under Process

52	Any web page within the website is locatable either through "search" or a "sitemap"	Under Process
53	Navigational mechanisms that are repeated across the website occur in the same relative order on each page	Maintained
54	If a webpage can be navigated sequentially and the navigation sequence affect the meaning of operation, then all components must receive focus in the same meaningful sequence (Creating a logical tab order through links, form controls, and objects)	Under Process
55	The purpose of each link is clear	Maintained
56	Time limit for time dependent web functions is adjustable by the user	Under Process
57	Complete & self-explanatory title that describes the topic and purpose of the page has been provided	Maintained
58	Headings wherever used, correctly describe topic or purpose of content	Maintained
59	Language of the complete web page has been indicated. If there is a change in language within a webpage it also indicated	Under Process
60	Nomenclature of components that have the same functionality is uniform across the website	Maintained
61	When any component on the web page receives focus or its settings are changed it does not initiate change in context	Maintained
62	Changing the setting of any user interface components does not automatically cause a change in context	Maintained
63	If an input error is detected, the item is identified and the error is described to the user in text. Suggestions for correction if known are provided to the user	Maintained
64	Labels or instructions have been provided wherever input from the users is required	Maintained
65	For Web pages that cause legal commitments or financial transactions a mechanism is available for reviewing, confirming, and correcting information before finalizing the submission	Under Process
66	Web Page uses markup language as per specification	Maintained
67	Name and Role of all interface components can be programmatically determined	Under Process