



Connected Summit 2016

Theme: Bridging the service g

21 - 24 March 2016
Diani, Kenya



eCabinet
efficient. transparent. accountable

TECHNO
Empow

Agenda

- Techno Brain Overview
- Challenges in executing meetings/sessions at national and county government
- eCabinet Solution & Benefits
- Solution Look & Feel
- Summary

Techno Brain Overview

- Pan African IT Solutions Company based in Nairobi, Kenya in the business of government automation
- Operations in 23 countries across the globe with 20 countries in Africa
- 1600 employees worldwide
- Implemented 450+ projects worldwide
- 70 Unique Solutions

Challenges

Collaboration on
papers & other
documents

Document storage
and security

Tracking of action
items / tasks

Delayed submissions



e*Cabinet*
efficient. transparent. accountable

eCabinet Features

Session Planning

The chief secretary can plan for sessions in advance, and the session calendar is published for members.

Session in Action

The system has a detailed session screen representing the session agenda, and minutes for easy collaboration.

Task Tracking

The chief secretary can assign tasks to members and can easily track the progress of the tasks on a single screen.

Paper Submission

Members can draft, preview and submit papers online into the centralized eCabinet system.

Hansards

The system provides for Hansards archives to be maintained within the system for quick reference.

Issue Memos

The cabinet can issue memos to members for a specific agenda or task. Memos can be managed and tracked centrally.

Delayed submission

The system can be configured to set paper cut-off dates for each submission to maintain discipline.

Document Management

Users can store and manage documents associated with their cabinet papers from within the system.

Collaboration

The system supports for Microsoft Lync and can be used for a collaborative session with members in transit or remote users.

eCabinet Solution

Meeting
Preparation

Meeting
Preparation

Meeting
Preparation

E-
Cabinet
Solution

- ▷ Session Planning and electronic communication of agenda
- ▷ Online paper submissions & approval
- ▷ Voting Results – Reach consensus quicker
- ▷ Document Storage – Hansards, cabinet papers, minutes, scope papers etc
- ▷ Shorter cabinet meetings
- ▷ Track action items post meeting
- ▷ Improved Reporting

eCabinet Introduction

Video Goes Here ...

eCabinet Innovation

Cloud Integrated

Now, parliaments can utilize their cloud investments by connecting eCabinet System with OneDrive to store and manage documents on the fly, connect with Skype for Business to conduct a secured live session with support for recording the session for future references and use Office-Graph to get insights on various topics from around the globe for informed decision making

Cloud Hosted

As required, the complete system can also be hosted on the cloud infrastructure to save on the maintenance and operational costs of on premise. This would also enable for freedom of mobility and decision making on the go. Sessions can be held directly on cloud with session recording and sharing features. Parliaments can get rid of the on premise infrastructure and harness the full power of cloud with options of hosting on Azure, O365 and other platforms.

eCabinet Home Screen



The image shows the home screen of an eCabinet management system. It features a navigation menu on the left, a central banner with a man in a suit, and several functional tiles for Cabinet Paper, Memos, Agenda, and Cabinet Minutes. Below the banner, there is a 'WELCOME!' section with a profile of the Kiambu County Governor and a table for 'On going Agenda' and 'My Pending Tasks'.

Home

Alfred S

Cabinet Setup

Cabinet Forms

Cabinet Operations

Duties

ive

ument Store

Your place to give more

Cabinet Paper


Memos

Agenda

Cabinet Minutes

WELCOME!

The E-Cabinet Management Solution is an electronic solution that will make the Cabinet to carry out their cabinet business with ease. The system enables the cabinet Ministers to Upload, Approve and Manage cabinet papers, minutes, agenda among other cabinet instruments electronically. This eliminates use of paper and makes cabinet business efficient



Kiambu County Governor

Kiambu is a predominantly rural county, but its population is getting rapidly urbanized relative to Nairobi city's growth. The Agikuyu are the dominant tribe in the area, but in light of its growing urban migrant population, it is slowly beginning to take the face of a cosmopolitan town. This is test.

Kiambu County was started in 1925 as Kiambu native district Council, changing into

On going Agenda

Reference Number	Title	Meeting Date	Published By
AGENDAREF43		February 4, 2015	test7

My Pending Tasks



Task Name	Due Date	Created By	Task Status
There are no pending tasks at this time of the "test7" user.			

eCabinet – Cabinet Paper Submission

The screenshot displays the eCabinet web application interface for submitting a Cabinet Paper. The page features a top navigation bar with 'BROWSE PAGE' and user options like 'SHARE', 'FOLLOW', and 'EDIT'. A sidebar on the left contains a menu with categories such as 'Cabinet Setup', 'Cabinet Forms', 'Cabinet Operations', 'My Duties', 'Active', and 'Document Store'. The main content area is titled 'Cabinet Paper' and contains a form with the following fields:

- Title***: Text input field.
- Department***: Dropdown menu.
- Priority***: Dropdown menu, currently set to '2-Medium'.
- Paper Type***: Dropdown menu, currently set to 'Memorandum'.
- Background***: Text input field.
- Justification***: Text input field.
- Consultation***: Text input field.
- Analysis***: Text input field.
- Preferred Option***: Text input field.
- Financial Implications***: Text input field.
- Recommendations***: Text input field.
- Share With**: Text input field with a user selection icon.
- Attachments**: Section with a link to attach a file and 'Submit' and 'Cancel' buttons.

eCabinet – Cabinet Paper Review/Approval

 Cabinet Paper Review and Approval	
Cabinet Paper	 Education Cabinet Paper
Requested By	Test1
Consolidated Comments	Approval (28) started by Test1 on 9/10/2014 11:00 AM Comment: These are the comments of the requestor and all previous participants.
Comments	 This message will be included in your response.
<input type="button" value="Approve"/> <input type="button" value="Reject"/> <input type="button" value="Cancel"/> <input type="button" value="Request Change"/>	

eCabinet – Cabinet Papers



Home

- Cabinet Forms +
- Duties +
- ive +
- Document Store +

CABINET PAPERS : EDUCATION, CULTURE, ICT AND SOCIAL SERVICES

Reference Number	Cabinet Paper	Paper Type	Priority	Background	Justification	Consultation	Analysis	Review Status
CPREF266	Cabinet Paper	Memorandum	2-Medium	dsdfs	sdsad	sdsad	sdsd	Approved
CPREF267	Education Cabinet Paper	Memorandum	2-Medium	BackGround	Justification*	Consultation	Analysis	Review In Progress


SHARED CABINET PAPERS

✓ Reference Number Title Paper Type Priority BackGround Justification Consultation Analysis Review Status Cabinet Paper Approval

There are no items to show in this view of the "Cabinet Paper" list.

eCabinet – Agenda

Agenda

Select	Reference Number	Title	Meeting Date	Status	Published By
<input type="checkbox"/>	AGENDAREF42	Cabinet Agenda 	Today	Published	<input type="checkbox"/> Suresh Bolineni

Department	Cabinet Paper	Presented By	Discussion	Results	Agree	Not Agree	No Opinion
Education, Culture, ICT and Social Services	construction of a polytechnic	Mark Nganga	Discsuion On Bill	Pending	1	0	0
Public Service and Administration	report on world bank system	Douglas Chege	Points	Pending	0	0	1
Roads Transport and Public Works	Roads bill	Eng.Njeri Mburu	Bills	Pending	1	0	0
Trade, Industry, Tourism and Cooperatives	construction of markets	Julius Mwololo	Bill	Pending	1	0	0

Cabinet Paper	Cabinet User	Objection	Views
construction of a polytechnic	<input type="checkbox"/> Eng.Njeri Mburu	Agree	Comments I fully agree that County government.../..
report on world bank system	<input type="checkbox"/> Eng.Njeri Mburu	No Opinion	Not familiar with the topic
Roads bill	<input type="checkbox"/> Eng.Njeri Mburu	Agree	Bill a priority to streamline operations
construction of markets	<input type="checkbox"/> Eng.Njeri Mburu	Agree	I strongly agree that more markets should be constructed to facilitate trade and create employment for county residents

eCabinet – MOM



Minutes of the Executive Committee Meeting

Meeting Date 30 Jan,2015

Agenda* Meeting Agenda

Venue*

Presenters In Attendance Absent With Apologies Absent Without Apologie Agenda Action Items

Department	User	Position
County Secretary Office	test7	County Secretary

eCabinet – Tracking Action Items

Presenters	In Attendance	Absent With Apologies	Absent Without Apologie	Agenda	Action Items
Address From the Chair*	sdfs				
Confirmation of the Previous minutes and mothers answers*	sdfsdf				
<u>ACTION ITEMS*</u>					
Task Name	Responsible	Due Date	Closed Date	Comments	
my task	test6	31-Jan-2015			

eCabinet – Document Management

Home

new document or drag files here

Name	Modified	Modified By
CABINET PAPER FINAL VERSION	A few seconds ago	Alfred Selvarajah
CONNECT KENYA EVENT	About a minute ago	Alfred Selvarajah

Document Store

- Trade Industry Tourism and Cooperatives
- Administration and Public Service
- Finance and Economic Planning
- Education Culture ICT and Social Services
- Water Environment and Natural Resources
- Youth Affairs and Sports
- Agriculture Fisheries and Livestock
- Lands Housing and Physical

Summary

Store documents
safely

Improve
collaboration efforts

Quicker cabinet
paper approvals

Reduce paper costs

Track post meeting
action items

Promote anywhere
access

eCabinet at a Glance

The image shows the top portion of the eCabinet website. At the top left is the eCabinet logo with the tagline 'Efficient. Transparent. Accountable'. The main header features a cityscape background with the text 'PLAN. DEVELOP. GROW. BE PART OF THE TRANSFORMATION' and 'TRANSFORM YOUR PROCESSES TO WORK TOWARDS YOUR GROWTH'. Below this is a navigation menu with buttons for HOME, MINISTRIES, SESSIONS, CALENDAR, and STANDARDS.

This section displays the main content areas of the eCabinet website. It includes a 'FEATURED NEWS' section with a list of news items and a video player. Below that is an 'UPCOMING SESSIONS' section with a grid of session cards for the 23rd, 24th, and 25th sessions. The 'CONCERNS & INQUIRIES' section features a 'PARLIAMEN COUNCIL' logo and a list of members. At the bottom, there is a 'SUBSCRIBE TO OUR NEWSLETTER' form and a 'QUICK LINKS' section.

Thank you.

