

कार्यालय महालेखाकार (लेखा एवं हक०)
उत्तराखंड, ऑडिट भवन, कौलागढ़,
देहरादून-248195



Office of the Accountant General (A&E)
Uttarakhand, Audit Bhavan, Kaulagarh,
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सं०: Admn-I/A&E/AGUK/CAG's 101 Initiative/2026-27/I/1548540/2026 दिनांक:03-08-2026

परिपत्र / CIRCULAR

मुख्यालय के ई-मेल दिनांक 21.07.2026 के संदर्भ में सूचित किया जाता है कि सी०ए०जी० की '101 नवाचार विचार पहल' हेतु प्रविष्टियों के प्रस्तुतीकरण के लिए ऑनलाइन पोर्टल दिनांक 21.07.2026 से आरंभ हो गया है।

With reference to the e-mail dated 21.07.2026 from the Headquarters, it is informed that the online portal for submission of entries for CAG's 101 Innovation Ideas Initiative has been launched from 21.07.2026.

पोर्टल पर पंजीकरण एवं प्रविष्टियाँ प्रस्तुत करने की चरणबद्ध प्रक्रिया संलग्न मार्गदर्शिका में उपलब्ध है। इच्छुक अधिकारी/कर्मचारी संलग्न मार्गदर्शिका का अनुसरण करते हुए निर्धारित दिशा-निर्देशों एवं समय-सीमा के अनुसार अपनी पात्र प्रविष्टियाँ ऑनलाइन प्रस्तुत कर सकते हैं।

The step-by-step process of registration and submission of entries on the portal is available in the attached user guide. Interested officers/staff may submit their eligible entries online as per the prescribed guidelines and timelines by following the attached User Guide.

यह परिपत्र सक्षम प्राधिकारी अनुमोदनोपरान्त जारी किया जा रहा है।
This issues with the approval of the competent Authority.

संलग्न: मार्गदर्शिका एवं मुख्यालय की अधिसूचना।

वरि० लेखाधिकारी/प्रशासन-I

सं०:Admn-I/A&E/AGUK/CAG's101Initiative/2026-27/I/1548540/2026 दिनांक:03-08-2026

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित:

Copy forwarded for information and necessary action to:

1. सचिव, महालेखाकार (लेखा एवं हकदारी), उत्तराखण्ड।
2. वरिष्ठ उप महालेखाकार / प्रशासन एवं निधि प्रकोष्ठ।
3. उप महालेखाकार / लेखा एवं वी०एल०सी० प्रकोष्ठ।
4. समस्त वरिष्ठ लेखाधिकारी/सहायक लेखाधिकारी/सहायक निदेशक/पर्यवेक्षक/कार्मिकों को ई-मेल एवं वाट्सएप के माध्यम से।
5. समस्त खंडीय लेखाधिकारी/लेखाकार सर्वग उत्तराखंड को कार्यालय वेबसाइट एवं वाट्सएप ग्रुप के माध्यम से।
6. स. ले. अ./आई. टी. एस. जी. को कार्यालय वेबसाइट पर DA कार्नर में अपलोड करने हेतु।
7. सूचना पट्ट।

सहा० लेखाधिकारी/प्रशासन-I

PPG Wing < ppgwing.cag@cag.gov.in >

Tue, 21 Jul 2026 1:59:45 PM +0530

To "cag-dai"<cag-dai@ismgr.nic.in>,"cag-adai"<cag-adai@ismgr.nic.in>,"cag-dgpd-hq"<cag-dgpd-hq@ismgr.nic.in>,"cag-all-offices"<cag-all-offices@ismgr.nic.in>

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Respected Sir/Madam,

The dedicated portal for submission and processing of entries under **CAG's 101 Innovation Ideas Initiative** is being made operational with effect from **21 July 2026**. The portal can be accessed at <http://cag101.cag.gov.in>.

The Notification No. I/1530136/202663-PPG/CAG-101/2026 Dated 20.07.2026 regarding the go-live of the portal, along with the **User Guide** for registration and submission of entries, is enclosed for information and necessary action please.

Submissions under the Initiative may now be made through the portal in accordance with the notified guidelines and timelines. All concerned may kindly be informed to facilitate submission of eligible entries.

Regards,

Professional Practices Group
O/o the C&AG of India
9, DDU Marg
New Delhi-110124

A. F. [Signature]
CAG (H)
[Stamp: 22 JUL 2026, उत्तराखण्ड, देहरादून]

CAG-ALL-OFFICES mailing list -- cag-all-offices@ismgr.nic.in
To unsubscribe send an email to cag-all-offices-leave@ismgr.nic.in

2 Attachment(s)

CAG 101 Innovation Ideas Initi...
756 1 KB

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78.6 KB

[Signature]
23/7

CAG-79
24/07/26

Sr. Aol Admin [Signature]

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[Signature]

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA

CAG 101 Innovation Ideas Initiative User Guide

Complete reference for submitters, evaluating committees, and PPG administrators
— covering every feature of the portal from registration to final selection.

Version 1.0

For official use only

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1 Introduction

The CAG 101 Innovation Ideas Initiative is a digital platform developed by Data Analytics Cell, O/o PAG Audit-I, Prayagraj, Uttar Pradesh. It facilitates end-to-end submission, evaluation, and selection of innovative ideas across the Indian Audit and Accounts Department (IA&AD).

The portal manages the complete lifecycle of an innovation — from the moment a submitter registers, through two rounds of committee evaluation, to final selection and recommendation to the competent authority.

Key capabilities of the portal:

- Online submission with structured seven-section form
- Team-based submissions with multiple co-submitters
- Two-round evaluation by designated committees
- PPG-mediated clarification and communication workflow
- Automated scoring, ranking, and analytics
- Role-based access with full audit trail

2 User Roles and Access

The portal has four user roles. Each role sees only its own workspace — no cross-role data is accessible.

PPG MASTER

- Full visibility of all submissions
- Create and manage committee accounts
- Assign initiatives for evaluation
- Mediate all clarifications
- Shortlist, rank, and select initiatives
- Access analytics, reports, and audit log
- Monitor escalations and SLA breaches

SUBMITTER

- Self-register on the portal
- Create, draft, and submit initiatives
- Upload supporting documents
- Track submission status in real time
- Respond to clarification queries
- Submit multiple initiatives per account

FILTERING COMMITTEE (ROUND I)

- View only assigned initiatives
- Score on 4 criteria (100 marks total)
- Save draft evaluations
- Raise clarification requests via PPG
- Submit final evaluation scores

RECOMMENDING COMMITTEE (ROUND II)

- View only shortlisted initiatives assigned to them
- Score on 4 criteria (100 marks total)
- Save draft evaluations
- Raise clarification requests via PPG
- Submit final recommendations

Filtering Committee and Recommending Committee accounts are created and managed by PPG. Only Submitters register themselves.

3

Registration

Every submitter must complete a one-time registration before using the portal. This process takes less than two minutes.

Registration is a one-time process. The same account and credentials must be used for all future logins and all subsequent initiative submissions.

1

Open the Portal

Access the CAG 101 Portal using the designated web address provided by PPG.

2

Fill the Registration Form

The registration form is visible on the left side of the login page. Provide the following details:

- Full Name
- Designation
- Office / Unit
- Official Email ID (@cag.gov.in only)
- Mobile Number
- Password

3

Email and Password Rules

- Only @cag.gov.in email addresses are accepted. Any other domain will be rejected.
- Your email ID serves as your **login credential** — there is no separate username.
- Password must be minimum 8 characters, with at least one uppercase letter, one number, and one special character (e.g. @, #, \$, !).
- Save your password — it is required for every future login.

4

Submit Registration

Click **Register**. On success, a confirmation is shown. You may sign in immediately using your email ID and password.

4

Logging In

The Sign In form is on the right side of the portal's login page. Enter your official @cag.gov.in email ID and password, then click **Login**.

After login, you are directed to your role-specific dashboard automatically:

Role	Redirected to
Submitter	Submitter Dashboard
Filtering Committee	Evaluator Dashboard
Recommending Committee	Screening Dashboard
PPG	PPG Master Dashboard

Filtering Committee and Recommending Committee members receive their login credentials from PPG. They do not self-register.

5 Submitter Dashboard

The dashboard is the central workspace for submitters. It provides a real-time snapshot of all activity.

Summary Cards

Four summary cards are displayed at the top:

Card	What it shows
Total Initiatives	All initiatives created (drafts + submitted)
Draft	Initiatives saved but not yet submitted
Submitted	Initiatives that have entered the evaluation workflow
Pending Clarifications	Queries from the evaluation team awaiting your response

Recent Initiatives

The dashboard lists your most recently submitted initiatives with their current status and Project ID. Click any initiative to open the full detail view.

Actions Available

- **Start New Initiative** — opens the seven-section submission form
- **Edit Draft** — resume filling an incomplete submission
- **View Submitted Initiative** — read-only view of a submitted entry

Click **Start New Initiative** from the dashboard to open the submission form. The form is divided into seven sections. A progress indicator at the top shows which section is active.

Once an initiative is submitted, it **cannot be edited or withdrawn**. Complete all sections and review carefully before clicking Submit.

The Seven Sections

1 Your Details

Individual or team submission. Add co-submitters with their *name, designation, and office* if this is a team effort.

2 Your Initiative

Title (max 50 words), thematic area, solution type, development stage, *category*, *problem* statement, proposed solution, and pilot/testing details.

3 Technology Details

Tech stack, ownership type, scalability approach, and data privacy considerations. **Mandatory** only for technology-based solution types.

4 Scalability and Impact

Beneficiaries, deployment scope, time saved, cost reduction, error rate improvement, *coverage* expanded, citizen benefit, and other qualitative gains.

5 Financial Snapshot

One-time setup cost, annual recurring cost, and expected savings or ROI. Rough estimates with clear assumptions are accepted.

6 Uploads

One primary document (required for submission) and one optional supporting document.

7 Declaration

Checkbox declaration, primary submitter name, and date of submission. **Mandatory** to finalise.

Thematic Areas

In Section 2, select the one thematic area that best describes your initiative:

Code	Area	Covers
A	Intelligence	Data Analytics, Decision Support & Institutional Monitoring
B	Engagement	Stakeholder Outreach, Collaboration & Public Engagement
C	Assurance	Audit Planning, Risk Assessment & Quality Assurance
D	Deliverables	Audit Products, Reporting & Knowledge Management
E	Innovation	Emerging Technologies, R&D & Digital Transformation
F	Capability	Process Improvements, Training & Institutional Capacity

File Uploads (Section 6)

	Primary Document	Supporting Document
Required	Yes — for final submission	No — optional
Formats	PDF, DOCX, PPTX, PPT	PDF, DOCX, PNG, JPG, JPEG, MP4
Max Size	50 MB	10 MB
Submission Type	Demo video / screen-recording · Process workflow / flow diagram · Concept note with screenshots	

Saving a Draft

Click **Save Draft** at any time. A minimum of a title is required to save. Drafts can be edited as many times as needed before final submission. The initiative title is required to save a draft.

Final Submission

Once all sections are complete and the primary document is uploaded, click **Submit Final**. A confirmation dialog appears — confirm to proceed.

After successful submission, a unique **10-digit Project ID** is assigned to your initiative. This ID appears on your dashboard and should be noted for all future tracking and correspondence.



Submission Status Tracking

Every initiative moves through a defined set of stages. Submitters can track the current stage from the dashboard and from the initiative detail view.

Stage	What it means
Draft	Saved but not yet submitted. Can be edited.
Submitted	Submitted to PPG. Awaiting assignment to an evaluator.
Assigned	PPG has assigned the initiative to a Filtering Committee member.
Under Evaluation	Filtering Committee evaluation is in progress.
Awaiting R2	Round I complete. Shortlisted for Round II — awaiting assignment.
R2 In Progress	Recommending Committee evaluation is in progress.
Shortlisted	Selected by PPG for final consideration.
Final Pool	Placed in the Final Consideration pool for recommendation to the competent authority.



PPG Master Dashboard

The PPG dashboard is the central command and monitoring interface for the entire initiative. It provides a real-time view across all submissions, committees, and evaluation activity.

Dashboard Overview

- Total submissions received
- Submissions by status (Draft, Submitted, Under Evaluation, Evaluated, Finalised)
- Evaluation progress across both committees
- Pending clarifications requiring PPG action
- Escalations requiring immediate attention
- Quick links to all administrative modules

Navigation Modules (PPG)

Module	Purpose
Initiatives	View, filter, and manage all submitted initiatives
Evaluators	Create and manage committee accounts
Clarifications	Mediate all active clarification requests
Shortlist / Rankings	Shortlist, score, and rank initiatives
Final Consideration	Curate the final pool for recommendation
Analytics	Real-time reports and participation statistics
Escalation Centre	Items requiring immediate PPG attention
Audit Log	Complete tamper-proof activity log

9 PPG — Assignments and Accounts

Creating Committee Accounts

PPG creates all evaluator accounts through the **Evaluators** module. PPG can:

- Create Filtering Committee (Round I) accounts
- Create Recommending Committee (Round II) accounts
- Reset evaluator passwords
- Manage access and deactivate accounts

Credentials are shared confidentially with the respective committee members. Members cannot self-register.

Assigning Initiatives for Evaluation

1 Open the Initiatives Module

View all submissions. Use filters to narrow down by office, formation, state, designation, thematic area, or status.

2 Select Initiatives

Select one or multiple initiatives using checkboxes for batch assignment, or assign individually.

3 Assign to Evaluator

Choose the Filtering Committee member to assign to. The initiative immediately becomes visible in that evaluator's queue.

10 Filtering Committee — Round I Evaluation

The Filtering Committee conducts the first round of evaluation. Members can only access initiatives that PPG has specifically assigned to them.

1 Log in and View Assignments

After login, the evaluator dashboard shows all initiatives assigned and their evaluation status (pending / scored).

2 Open an Initiative

Click an initiative to open the full detail view — all seven sections of the submission, all uploaded documents, and the scoring panel.

3 Score the Initiative

Assign marks on each of the four criteria. See §13 for the full scoring framework.

4 Save Draft or Submit

Save Draft — saves scores without finalising. Can be returned to and revised.

Submit Evaluation — scores become final. No further modification is permitted after submission.

5 Raise a Clarification (if needed)

If additional information is required from the submitter, raise a clarification request. It is routed to PPG first. See §11 for the full workflow.

Once evaluation is submitted, scores are locked. Results become immediately visible to PPG.

11 Clarification and Communication

All communication between the evaluation committees and submitters is routed through PPG. Direct contact between evaluators and submitters is not permitted.

How it works

- Evaluator raises a clarification request

Written query submitted from the initiative detail view. Routed to PPG.

● **PPG reviews the request**

PPG has three options: (A) respond directly to the evaluator, (B) forward the query to the submitter, or (C) reject the query — in which case it is never sent on and the evaluator is informed.

● **Submitter responds (if forwarded)**

Submitter receives a notification and can view the query, provide a written response, and upload additional documents.

● **PPG shares the response with the evaluator**

The evaluator can now view the submitter's answer. A complete audit trail is maintained.

Clarification Status Labels

Status	Meaning
Raised to PPG	Evaluator has submitted the query. Awaiting PPG action.
Sent to Submitter	PPG has forwarded the query to the submitter.
Answered	Submitter has responded. Awaiting PPG to route it to the evaluator.
Shared	PPG has shared the answer with the evaluator.
Rejected	PPG has declined the query. It was not forwarded.

12 Round-II — Recommending Committee

After Round I is complete, PPG reviews the scores and shortlists the top-performing initiatives for Round II.

Process

1 PPG Shortlists from Round I

PPG reviews the ranked list from Round I and promotes the top-N initiatives to Round II. These are now visible in the Recommending Committee queue.

2 PPG Assigns to Recommending Committee

Shortlisted initiatives are assigned to Recommending Committee members. Each member sees only their assigned subset.

3 Recommending Committee Evaluates

Members access their queue, review each shortlisted initiative in full, and assign scores using the same 4-criteria, 100-point framework as Round I.

4 Clarifications (if needed)

Members may raise clarification requests through the same PPG-mediated process as Round I.

5 Submit Final Evaluation

Scores are submitted. Results become available to PPG for final ranking and selection.

Screening Queue

Recommending Committee members have a dedicated **Queue** view showing all assigned shortlisted initiatives with their current scoring status — pending or scored. Members can search by initiative title or Project ID, and filter to show only pending or already-scored items.

13 Evaluation Scoring Framework

The same scoring framework applies to both the Filtering Committee (Round I) and the Recommending Committee (Round II).

Criterion	Maximum Marks	What to assess
Innovation	25	Originality, novelty, and creative thinking behind the solution
Impact	25	Tangible benefits — time saved, cost reduced, coverage expanded, citizen benefit
Implementation	25	Feasibility, readiness, pilot evidence, and ease of deployment
Scalability	25	Potential to scale across offices, states, or the whole of IA&AD
Total	100	

Scores from both rounds are used to compute final rankings. Round I scores feed the

shortlisting decision; Round II scores determine the final recommendation order.

14 PPG — Shortlisting and Rankings

Shortlisting after Round I

Once Round I evaluations are submitted, PPG can view the ranked list sorted by scores. PPG sets a cut-off (e.g. Top 50) and promotes those initiatives to Round II. The promoted initiatives are immediately available for assignment to the Recommending Committee.

Ranked List

The portal automatically compiles rankings using submitted scores. PPG can view:

- Overall top-ranked initiatives
- Category-wise rankings (Union / State / Other)
- Thematic area-wise rankings
- Office-wise participation and scores
- Top 3, Top 10, or any custom shortlist

Rankings are live and update as evaluations are submitted.

PPG Remarks

PPG can attach internal remarks to any initiative at any stage — separate from the clarification system. Remarks are PPG's own notes, visible within the portal for reference during selection decisions.

15 PPG — Final Consideration

After all evaluations are complete, PPG uses the **Final Consideration** module to curate the final pool of initiatives for recommendation to the competent authority.

- PPG manually picks initiatives from the ranked list into the Final Consideration pool
- Round I and Round II scores are displayed for reference
- PPG can add or remove initiatives from the pool freely — no additional scoring happens at this stage
- The Final Consideration pool forms the basis for the formal recommendation

The Final Consideration pool is a curation step, not a scoring step. It is the last action before recommendations are placed before the competent authority for approval.

16 PPG — Analytics and Reports

The Analytics module provides real-time statistics across the entire initiative. Available data includes:

- Total submissions received
- Office-wise and state-wise participation
- Thematic area-wise distribution of submissions
- Evaluation progress — evaluated vs. pending
- Status distribution across all initiatives
- Top contributing offices and officers
- Ranking dashboards for both rounds

Reports can be generated for Top 3, Top 10, or any custom list required for consideration by the competent authority.

17 PPG — Escalation Centre

The Escalation Centre flags items that require **immediate PPG attention**. It is accessible from the PPG dashboard and is updated in real time.

Escalation Type	What it means
Unassigned Submission	A submitted initiative has not yet been assigned to any evaluator
Filtering Committee Overdue	An evaluator has not submitted their evaluation within the 2-day SLA
Recommending Committee Overdue	A screening member has not submitted their evaluation within the 2-day SLA

Escalation Type**What it means**

Clarification Unanswered

A clarification query is pending with no response from the submitter

PPG should review the Escalation Centre regularly to avoid delays in the evaluation timeline. Each escalation shows the initiative details and the responsible party so action can be taken promptly.

18**PPG — Audit Log**

The Audit Log provides a complete, tamper-proof record of every action taken on the portal. It is accessible only to PPG.

The log records actions across all categories:

Category	Examples
User events	Registration, login, password reset
Initiative events	Draft created, submitted, status changed
Evaluation events	Score saved, evaluation submitted
Shortlist events	Initiative promoted to Round II, added to final pool
Clarification events	Query raised, forwarded, answered, shared, rejected
File events	Document uploaded
Evaluator events	Account created, assignment made

Each log entry records the action, the user who performed it, and the timestamp. PPG can filter by action type, user, and date range. The log is paginated in sets of 25 entries.

The Audit Log serves as the authoritative record for all portal activity and supports accountability at every stage of the initiative.



End-to-End Workflow Summary

- 1 — User Registration
- 2 — Initiative Creation
- 3 — Draft Saving
- 4 — Final Submission
- 5 — PPG Review and Assignment
- 6 — Round-I Evaluation
- 7 — Clarification and Communication
- 8 — Round-I Completion
- 9 — Round-II Assignment
- 10 — Round-II Evaluation
- 11 — Final Scoring
- 12 — Ranking and Selection
- 13 — Recommendation to Competent Authority
- 14 — Showcase and Recognition of Selected Initiatives

The portal provides a fully digital workflow for management of the CAG 101 Innovation Ideas Initiative from submission to final selection.

भारत के नियंत्रक एवं महालेखा परीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110124



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NEW DELHI - 110 124

Professional Practices Group

I/1530136/202663-PPG/CAG-101/2026.

20-07-2026

NOTIFICATION

Subject: Go-live of portal for CAG's 101 Innovation Ideas Initiative – reg.

1. The dedicated portal developed for the submission and processing of entries under CAG's 101 Innovation Ideas Initiative will be made operational with effect from 21.07.2026.
2. The portal may be accessed at <http://cag101.cag.gov.in>.
3. All field offices and functional wings at Headquarters are requested to bring the above to the notice of all concerned and facilitate the submission of eligible entries in accordance with the applicable guidelines and the timeline notified for the Initiative.
4. Users may register/login on the portal, complete the prescribed fields, upload the required supporting documents and submit their entries through the designated workflow. The acknowledgement generated upon successful submission may be retained for reference.
5. A guidance document for registration and submission is enclosed with this communication. Users are requested to refer to the guidance before proceeding with their entries.
6. For any clarification or assistance, users may write to ppgwing.cag@cag.gov.in.
7. All concerned are requested to take necessary action accordingly.

This issues with the approval of the Competent Authority.

VISHAL BANSAL

ADDITIONAL DEPUTY COMPTROLLER AND AUDITOR GENERAL

To,

1. **All DAIs/ADAs**
2. **Head of Offices in AI&AD**
3. **All DsG/PDs at Headquarters**
4. **Secretary to CAG of India**