**Standard Menu in the SWF**

**Mega Menu**

1. Organisations (Main department only)
2. Information & Services
3. Project/Schemes/Regulatory (Optional)
4. Documents
5. About Us
6. Contact Us

**Documents (Sub-menu)**

* Acts
* Budget
* Booklets
* Case Studies
* Circulars
* Compendium
* Forms
* Guidelines
* Minutes of Meetings
* Notifications
* Office Memorandums
* Officer Orders
* Procedures
* Regulations
* Reports
* Rules
* Tenders
* White Papers

**About Us (Sub-menu)**

* Who We Are
	+ Minister
	+ Key Officials
	+ Organization Chart
	+ Job Chart & Responsibilities
* What We Do
	+ Our Vision and Mission
	+ Functions and Objectives
* Our History
* Citizen Charter
* Division / Field Offices

**Contact Us**

* Contact Information of Head of Office
* Contact Information for
	+ RTI
	+ Public Grievances
	+ Website Related (etc.)
* Contact Information of Other Offices

**Right Menu**

* Ease of Doing Business
* Media Gallery
* Events
* Sustainable Development Goal
* Citizen Charter
* RTI
* Budget
* Court Cases
* Tenders
* Important Links
* Etc.

**How Do I (Section)**

* All services for Citizen/Business community/department/etc. should be published under this section in the standard service template.