

**Minutes of the Executive Committee Meeting  
Information Technology Development Agency (ITDA) Uttarakhand  
10<sup>th</sup> October 2008  
(Venue: Chief Secretary's Conference Hall)**

The Executive Committee Meeting of Information Technology Development Agency (ITDA) was held under the Chairmanship of Chief Secretary on 10<sup>th</sup> October 2008. The following were present:

1. Shri I. K. Pande, Chief Secretary
2. Shri Alok Kumar Jain, Principal Secretary, Finance
3. Mrs. Manisha Panwar, Secretary, Social Welfare
4. Shri T.N. Singh, Additional Secretary, Finance
5. Shri Arindam Tomar, Director, ITDA
6. Shri Rajesh Goyal, Representative of SIO, NIC
7. Shri G. B. Oli, Joint Secretary, Planning
8. Shri B. C. Tewari, Project Coordinator (F&A) ITDA

The various Agenda points which came up for discussion and subsequent decisions taken therein are as under:

1. Minutes of Executive Committee Meeting held on 16<sup>th</sup> August 2007 were confirmed.
2. Action Taken Report (ATR) was reviewed and it was felt that department wise review of IT initiatives should be undertaken separately with Finance and Planning Department being included in the review meeting.
3. The progress of various projects undertaken by ITDA was reviewed in detail on the basis of Status Report submitted by ITDA.

It was felt that almost all the World Bank Projects have reached a phase where a decision regarding their future sustainability is to be taken and also about their funding and ownership. This would be one of the agenda in the departmental review as indicated in point No. 2. Other decisions were:

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Diary No. 905  
Date: 10/10/08  
Concern: FC / Mgr. A/C

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- a. For the application developed for Social Welfare Department, a timeline for complete changeover may be finalized as the application has been rolled out and complete changeover has been done in Narendra Nagar. Care should be taken that the security of government records and processes are not compromised.
  - b. HRMS may be implemented in all departments with data entry being done by departments themselves. A letter may be issued to all departments regarding implementation of HRMS.
  - c. e-class contents should be provided at CSCs free of cost.
  - d. Teacher Student Portal project may be closed.
  - e. The State Accounting Manual should be approved immediately for completion of pending activities related to Urban Local Bodies software development.
  - f. PWD project may be implemented in the department.
  - g. A decision regarding utilization of CDV project may be taken after appraisal by committee at point No. 2.
  - h. Data Centre may be shifted from CDAC Noida to the State Data Centre when it is ready.
4. The Balance Sheet and Annual Report submitted by ITDA was put up and approved.

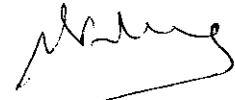
It was desired that since the World Bank projects have been closed, a statement of debtors and creditors (assets and liabilities) may be prepared and submitted.

- 5. G.Os should be issued by departments to formalize operation of their G2C services like land records, applications for benefits, etc. through CSCs.
- 6. The initiatives related to education may be audited by a third party under the supervision of Planning Department.
- 7. The issue of Income Tax recovery from ITDA was discussed and the present status of appeal was provided to the committee. It was told that ITDA is registered under section 12 (A) of Income Tax Act for the FY 2007-08 (AY 08-09) and accordingly I.T.AT New Delhi has remanded the appeal for FY 2004-05 (AY 05-06) back to CIT Dehradun.

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8. The corpus fund created through deposits of EMD, etc. should be utilized by ITDA as administrative expenses.
9. It was suggested that for training under Capacity Building Project, NIC, Dehradun/Doon University may also be considered in addition to ATI, Nainital.
10. It was decided that land for IT Incubation Centre (owned by HILTRON) may be purchase/rented for setting up the Incubation Centre. In the meanwhile BIAS can provide space to start the Incubation Centre at Bhimtal.
11. Other issues will be discussed in the presence of Secretary, IT.



(Indu Kumar Pande)  
Chief Secretary

**Government Of Uttarakhand**  
**Department of Information Technology**  
**No. 1027/152 /XXXIV/IT/2008**  
**Dehradun Dated 06 November, 2008**

**Copy to:-**

1. Principal Secretary, Finance, Government Of Uttarakhand;
2. Secretary, Social Welfare, Government Of Uttarakhand;
3. Shri T.N.Singh, Additional Secretary, Finance, Government Of Uttarakhand;
4. Director, ITDA, 93, Phase-2, Basant Vihar, Dehradun;
5. Shri Rajesh Goyal, Representative of SIO, NIC, Dehradun;
6. Shri G.B.Oli, Joint Secretary, Planning, Government Of Uttarakhand;
7. Shri B.C. Tewari, Project Coordinator (F&A) ITDA, 93, Phase-2, Basant Vihar, Dehradun;
8. P.S., Chief Secretary, Government Of Uttarakhand.

  
(Saurabh Jain)  
Additional Secretary