

**MINUTES OF THE 6th MEETING OF THE GENERAL BODY OF UTTARAKHAND
E-GOVERNANCE INITIATIVE PMU / INFORMATION TECHNOLOGY DEVELOPMENT
AGENCY (ITDA) HELD ON 15th MARCH 2012 AT 11.00 a.m.
VENUE: CS CONFERENCE HALL SECRETARIAT**

The sixth meeting of the General Body of Uttarakhand E-Governance Initiative PMU/ Information Technology Development Agency (ITDA) was held on 15th March 2012 at 11:00 a.m. under the Chairmanship of Shri. Subhash Kumar, Chief Secretary, Uttarakhand and Chairman, Uttarakhand E-Governance Initiative PMU / ITDA. The following members of the General Body of Uttarakhand E-Governance Initiative PMU / ITDA, special invitees and officials of Uttarakhand E-Governance Initiative PMU / ITDA were present during the meeting:

1. Shri. Subhash Kumar, Chief Secretary	Chairman
2. Shri. Alok Kumar Jain, Addl. Chief Secretary/Pr. Secretary (Finance)	Member
3. Shri. S. Raju, Pr. Secretary (IT, Tech. Edu., Social Welfare & SAD)	Vice Chairman
4. Shri. R. Meenakshi Sundaram, Director ITDA/Addl. Secretary (IT, Home)	Member Secretary
5. Shri. Sharad Chandra Pandey, Director Treasury/Addl. Secretary (Finance)	Member
6. Shri. Kishan Nath, Addl. Secretary (Industries) reprn:Pr.Secretary (Ind.)	Member
7. Shri. S. C. Badoni, Addl. Secretary (Agriculture) reprn:Pr.Secretary (Agri.)	Member
8. Dr. D. R. Shukla, SIO, NIC Uttarakhand State Unit Dehradun	Member
9. Shri. V. P. Singh, Dy. Secretary (Rural Dev.) reprn:Secretary (Rural Dev.)	Member
10. Shri. Shobhit Srivastava, DGM Hiltron reprn:MD Hiltron	Member
11. Smt. Amita Joshi, FC/Project Coordinator (F,A &P) ITDA	ITDA official
12. Shri. Sanjay Mathur, Task Force Manager, ITDA	ITDA official
13. Shri. Tarun Saxena, Manager (A/c), ITDA	ITDA official
14. Shri. Vikas Gupta, Manager (Procurement)	ITDA official
15. Dr. Saurabh Gupta, Chartered Accountant	Special Invitee

The Member Secretary welcomed the Chairman, Vice Chairman, distinguished Members of Uttarakhand E-Governance Initiative PMU / ITDA Society, to the sixth meeting of the General Body of Uttarakhand E-Governance Initiative PMU / ITDA and presented the agenda items. The governing body had deliberations on the various agenda items and following were the unanimous decisions taken / resolutions passed during the meeting:


1. The General Body directed that meetings of the General Body should be held at least twice a year for better monitoring and control of the functions of the society. Similarly the meetings of the Executive Committee and Finance Committee should be held more frequently and regularly.
2. The General Body confirmed the minutes of its 5th meeting held on 26th May 2010.
3. The General Body approved the Action Taken Report on the minutes of the 5th meeting held on 26 May 2010.

4. The General Body approved the audited balance sheets of the society for the Financial Year 2009-2010.
5. The General Body approved the audited balance sheets of the society for the Financial Year 2010-2011.
6. The General Body decided that all surplus State funds available with the society should be deposited to the State Exchequer. It was also decided that for the interim period till funds are made available in the budget for non-plan expenditure the accrued interest may be utilized and recouped later. The General Body decided that for continuing schemes of the Government of India the funds may be utilized over the project period of the respective scheme/project or as per provisions of the Income Tax Act.
7. The General Body approved the requirement of a Nodal organization for IT initiatives in the State and after considering the advantages it was decided that the Nodal organization should continue to function in a society mode. It was decided that the Objectives, Vision, Staff structure and Service rules in the changed situation (from PMU to Nodal IT Agency) should be promptly constituted. The budget for non-plan expenditure should be prepared adopting austerity measures and making all efforts to minimize the expenses of the society on heads such as building rent, telephone, vehicle, electricity and other office expenditure.
8. The General Body decided that the plan-budget proposal should be discussed with the Finance Department and only essential fund requirement should be kept for the Vote-on – account budget of the State. It was also decided that all finance related matters should first be put to the Finance Committee of the society and then put to the General Body.
9. The General Body approved the requirement of fund of ₹ 25 lacs for the initial civil renovation and electrical connection for the State Data Center site in the Secretariat Campus. However it was emphasized that this work should be accomplished within a month.
10. The General Body appreciated the need of a Data Center for the interim period when the State's own Data Center gets established and approved the hiring of Data Center services from ICFRE (FRI Campus) strictly for a period of one year and fund requirement of ₹ 40 lacs. The General Body set two conditions – (i) The State Data Center should positively be established within one year (ii) The charges demanded by ICFRE should be negotiated as they are also a government organization.

11. The General Body approved the construction of an office building for the society (State IT Nodal organization) in the IT Park, however it was decided that the size should be limited and the project cost should be within ₹ 3 to 4 crores.

12. The General Body was of the view that the increase in office rent for the present office premises is part of the agreement with the owner. The General Body decided that immediate steps should be taken to shift the office to some other building with lesser rent and the government guidelines for rent and yearly increase should be adhered to in the agreement for the new premises.

The meeting ended with a vote of thanks proposed by the Vice Chairman.



(Subhash Kumar)
Chief Secretary/Chairman

Ref: 689 /ITDA-183/2012

Date: 30 March 2012

Copy of the above minutes of the meeting to the following:

1. P.S. to Chief Secretary, Uttarakhand
2. Staff Officer, Chief Secretary, Uttarakhand
3. Addl. Chief Secretary/IDC, Uttarakhand
4. Principal Secretary (Finance), Uttarakhand
5. Principal Secretary (Karmik), Uttarakhand
6. Principal Secretary (Industries), Uttarakhand
7. Principal Secretary (Tourism), Uttarakhand
8. Principal Secretary (Urban Development), Uttarakhand
9. Principal Secretary (Social Welfare), Uttarakhand
10. Principal Secretary (Information Technology), Uttarakhand
11. Principal Secretary (Agriculture), Uttarakhand
12. Principal Secretary (Education), Uttarakhand
13. Secretary (Rural Development), Uttarakhand
14. Addl. Secretary (Information Technology), Uttarakhand
15. Addl. Secretary (Finance), Uttarakhand
16. Managing Director, HILTRON, Dehradun, Uttarakhand
17. Director Treasury, Uttarakhand
18. Director Education, Uttarakhand
19. Director Information and Public Relations, Uttarakhand
20. SIO, NIC, Uttarakhand State Unit, Dehradun


(Dr. R. Meenakshi Sundaram)
Director, ITDA