

**MINUTES OF THE GENERAL BODY MEETING OF
PMU e-Governance/ ITDA**
HELD ON 27th JANUARY 2006 AT 1100 HRS AT THE CONFERENCE HALL OF THE CHIEF SECRETARY

The General Body meeting of the PMU e-Governance/ITDA was convened vide notice (containing the main agenda points) under reference no. 12/W-17/OPS/2005 dated 19th January 2006 (placed at Annexure 'A') by Director and Member-Secretary of PMU e-Governance/ ITDA.

The following members were present:

- | | | |
|-----|------------------------|---|
| 1. | Shri. M. Ramachandran | Chief Secretary /Chairman |
| 2. | Shri. I.K. Pande | Principal Secretary (Finance) |
| 3. | Shri. S. Raju | Secretary (Higher Education) -Special Invitee |
| 4. | Shri. Om Prakash | Secretary (Agriculture) |
| 5. | Dr. Rakesh Goel | Sr.T.D. NIC |
| 6. | Shri. L. Fanai | Addl. Secretary (Planning)/MD Hiltron-Special Invitee |
| 7. | Shri. Y. P. Singh | Director (Treasuries) |
| 8. | Shri. D. K. Kotia | Secretary (School Education) |
| 9. | Shri. A. Sinha | Secretary (Planning/ Urban Development/ EAP) |
| 10. | Shri. Alok Kumar | Addl. Secretary (IT) & MD, SIDCUL |
| 11. | Dr. Sanjeev Chopra | Secretary (IT/Industries) |
| 12. | Shri. Alok Jain | Principal Secretary (Tourism) |
| 13. | Shri. S. Ramaswamy | Commissioner (Transport) |
| 14. | Dr. S. S. Sandhu | Secretary (PWD) |
| 15. | Shri. R. C. Joshi | Addl. Secretary (PWD/Transport) |
| 16. | Shri. Rajeev Gupta | Principal Secretary (Transport) -Special Invitee |
| 17. | Ms. Radha Raturi | Secretary (Social Welfare) |
| 18. | Shri. N. S. Napalchyal | Principal Secretary (Personnel) -Special Invitee |
| 19. | Shri. B. P. Pandey | Secretary (Drinking Water) |

A note prepared for the General Body meeting containing topics for discussions, which was put-up is placed at Annexure 'B' and print out of the power point presentation made to the General Body is placed at Annexure 'C'.

Following were the decisions of the General Body:

1. **Accounts** : The accounts of the PMU e-Governance and ITDA need to be put up in complete details (details of all receipts, expenditures etc.) to the Executive Body which is to be convened soon. All grant/fund utilizations/ transfers to be clearly indicated as also the project/purpose of such expenses. The Director PMU e-Governance/ITDA desired that a full time accounts person is required, Principal Secretary (Finance) informed that a full time person shall be posted by March 2006 when the new batch joins.

2. **e-Governance Initiatives Project :**

- (A) **Development and Implementation of Application Software for the Department of Social Welfare :** Following are the action points for this project –
- Hindi Font across the system should be the same to ensure uniformity of appearance and ease of the employees. Unicode compliant Hindi font is to be used.
 - Data entry work to be monitored closely so that projected time schedule of implementation is met.
 - Preparatory work like opening of accounts of beneficiaries in Banks (nationalized/cooperative), Post Offices or details in case of Money Order option be taken up for field rollout of the project (However, the BPR suggests that mode of MO be discouraged for payments).
 - Ground level deliverables of the project be spelt out, along with the corresponding time lines.
 - Training of the employees of the Social Welfare department under Operation "Saksham" to be taken up.
 - Change management is a important issue which needs to be addressed.

- (B) **Content Collection and its Creation for Badri-Kedar-Gangotri-Yamunotri-HemKund Sahib Destinations:** The project was on hold after submission of the Inception Report due to divergence in vision of the project and of the Tourism Department. The requirement of an integrated Tourism Portal was put forward by the Principal Secretary (Tourism), which was appreciated. Secretary (Planning/urban Development) explained that such an integrated portal is what the end product for which the present project is a building block would look like. The present project is under the World Bank Funded e-Governance Projects and the development of the Integrated Tourism Portal could be taken up as a separate project with funds from Tourism Department, Urban Development Department and IT Department. The live demonstration of the 'Haridwaronline' portal was done, to show features like online view and reservation of hotel rooms etc.,

Action points: Secretary (Planning/ Urban Development) & Secretary (IT) to have a meeting with Principal Secretary (Tourism) and report back to Chief Secretary/Chairman

- (C) **Development of IT Enabled Course Curriculum in Science & Mathematics for Class 9th–12th, and**
- (D) **Development and Implementation of Teacher-Student Portal :**

The above two projects are inter-related as Teacher-Student portal shall carry the IT enabled course curriculum. Secretary (School Education) informed that the projects have been initiated and necessary Project Steering Committees have been formed. The Science and Mathematics courses for Class 9th & Mathematics for Class 10th shall be ready and delivered by July 06. The help from NCERT is being taken.

Action points:

- a) The complete modules which shall be delivered have to be validated.
- b) The implementation plan is to be drawn out.
- c) By the academic session 2006-07 the enriched TS portal needs to be up and running.
- d) On the matter of course material to be translated in urdu and made available for the 'Taleem' project for Madarsas requested by Secretary (Social Welfare), a separate project is to be put up. However the Chief Secretary/Chairman informed that the file regarding computers for this project has already been approved.

- (E) **Development and Implementation of Application Software for the Urban Local Bodies** : Secretary(Planning/ Urban Development) informed that the Inception Report which was submitted by the Consultant has been rejected and that the Consultant has been directed to study in detail the working of 15 local bodies and then submit the new Inception Report.
- (F) **Selection of Project Management Team for Project Management of e-Governance Initiatives** : Contract has been signed recently and the PMT has started functioning.
- (G) **Development and Deployment of Human Resource Management System Application** : Inception Report and Project Plan has been submitted by the Consultant. A one day workshop is proposed to be held for all HOD's / Secretaries to Government for sensitization as this project is to cover all departments of the government and it is needed to connect all departments.
- (H) **Development and Implementation of Agriculture Portal** : Inception Report has been approved and Project Plan submitted, the order for purchase of software has been released. Secretary (Planning/ Urban Development) was of the view that the order for purchase of software should not have been released without the System Requirements Study (SRS) document. Diversion from the process rigor of Software Development is not suggested.

Action points:

- a) Regarding the launch of the Agriculture Portal during the forth coming visit of the Union Agriculture Minister to Uttaranchal, there was no unanimous view on the matter. Director, PMU E-Governance/ITDA & Secretary (IT) informed that IBM along with the Co-Consultants have informed that the 'B'-version could be launched and this portal needs to be continuously enriched. Matter to be examined by Director, PMU E-Governance/ITDA & Secretary (IT) and then a decision taken.
- b) Secretary (Agriculture) raised the issue of IPR of certain strain of rice and varieties of other agri-commodities grown in Uttaranchal and that there was no IPR expertise available with the Department of Agriculture. It was explained that IPR was not a scope of the project and that the department can formulate a separate project for the matter. It was informed by Secretary (Planning) that the G. B. Pant University, Pantnagar was provided some grants from the Govt. of India for setting up a IPR Cell.

- 55
- c) Chief Secretary/Chairman suggested that the project should not entirely be left to G. B. Pant University as Hill Agriculture is a major area of concern in the State, the Vivekanand Institute of Almora should also be involved as a SME.
 - d) Addl. Secretary (IT) indicated that the Departmental Schemes for farmers should also be available on the portal. Secretary (Agriculture) was of the view that this is being covered under the Right to Information Act.
- (i) **CDV-MPHS-PKI for Govt. of Uttaranchal** : The contract for the project has been recently signed. The kick-off meeting has taken place. The Inception Report is yet to be submitted.
- (j) **Development and Deployment of Project Management Application and MIS for Public Works Department** : The project is on schedule, the improved inception report has been submitted and the SRS document is to be submitted by 31st January 2006.

Action points:

- a) Hardware to be provided to the various sites so that implementation is not delayed.
 - b) Training of employees under Operation "Saksham".
 - c) As a computer is to be provided at the A.E. level so the same was desired to be provided immediately on completion of the training so that training effort is not wasted.
 - d) Learnings of Assam for electronic MB and the UP, PWD computerization projects to be studied.
3. **Operation "Saksham"** : The contracts with both the training providers – M/s CMC (on 2nd Dec., '05) and M/s NIIT (on 13th Jan., '06) have been signed. A full-time Project Coordinator who has been selected for this project is expected to join in Feb., '06. The list of employees has been received from the PWD department, Watershed Management Directorate and few sections of the Secretariat.

Action points:

- a) Chief Secretary/Chairman suggested that necessary G.O may be issued and the Secretary of the Department from which list has not been received should be contacted on Wednesdays (day assigned for availability of the Secretaries in their office in the Secretariat).
- b) Detailed time table to be drawn out and circulated.
- c) Secretary (Social Welfare) desired copy of communication vide which the lists were called.
- d) Secretary (Planning/ urban Development) desired that the training of the employees of the ULB's be also done. Director, PMU E-Governance/ITDA & Secretary(IT) informed that the matter needs to be put of for policy approval as the present scope covers only the 'Ka', 'Kha' and 'Ga' category employees of the State Government.

- (54)
4. **Hermitage Project** : The project for restoration is expected to be completed by Feb., '06. It was informed that IBM and Microsoft are likely to start their Centers/Academy of Excellence initially.
 5. **Digital Library** : The digital libraries at four universities/institutes have been set up and are functional. Chief Secretary/Chairman suggested that the project needs to be spread to other colleges/institutes.

Action points:

- a) The initial allocation of funds of Rs 4 lacs each to the 15 colleges needs to be monitored and the Digital Library established at these places.
 - b) Functional problems at some of the location (G. B. Pant University) to be resolved.
6. **Project Shikhar (Hiltron)**: The project is running in 36 degree colleges and 17 polytechnics and the total enrollment has crossed 11020 for the 3 year ADSE. On the suggestion of spreading of this project to other institutions like Engineering Colleges. Secretary (Higher Education) was of the view that most of these colleges are having courses on Computers.
Action points:
 - a) Third party evaluation of the project being done by the Digital Empowerment Foundation should be monitored and enforcement of the SLA should be done in terms of qualification of faculty, practical sessions etc.
 - b) Issues of theft and space being raised by Colleges (like DAV college) to be resolved seeking intervention of the Secretary of the corresponding department of the government.
 - c) The correct figures of MT and MTPTs trained to date need to be ascertained.
 7. **CISCO Academies** : This program which offers high employability is running at nine nominated technical institutions and 435 students are undergoing this course.
Action point:
 - a) Secretary (Planning) informed that there is some problem at Uttarkashi, which needs to be looked into.
 - b) It was suggested that VSAT may be deployed wherever connectivity is a problem as most portions of the courseware of this is online.
 8. **Project Aarohi (Hiltron)** : M.D (Hiltron) informed that 8159 computers and 9 servers have been supplied to 1524 schools and 9 DIETS. Secretary (School Education) intimated that 22 locations have been cleared last month.
Action points:
 - a) The site or other problems of the balance 128 schools to be resolved on priority so that installations are completed.
 - b) Provision for AMC as 3rd year warranty is expiring.
 - c) Money for internet connectivity (recurring costs).

- d) Release of balance Rs 1.64 crores (Project cost Rs 50.92 Cr less allocation Rs 49.28 Cr) of Project cost.
- e) For b) it was suggested that AMC be renewed for 1 year, funds for this and c) above be sourced from the grant available for HR Development/Capacity building. A self sustaining model be developed and proposed (like computer forum/club at school level) for these expenses for future.

9. **UNDP Pro-poor IT Initiative Project** : Secretary (Planning/ Urban Development) informed that only the Phase-II of this project is with the Urban Development Department and Phase-I continues to be with IIT Roorkee & PMU E-Governance/ITDA. Sr. T.D NIC informed that the websites of the departments on the "UTTARA" portal are a hindi translation of the websites developed by NIC.

Action points :

- a) The problems of the "UTTARA" portal should be resolved by the vendor M/s TCS as per reported/suggested by Intel after testing the site.
- b) Business model for delivery of services from the State portal needs to be worked out.

10. **Land Records, Transport and Sales Tax Department Application Software Projects (NIC)** : The software developed/ customized and implemented by NIC for these departments should be tested for standards and integration to the State portal. Sr. T.D NIC informed that there is an in-house test procedure defined for software projects of NIC and there is a comprehensive list of 15-16 vendors whose test suites could be followed and NIC is not bound to be vendor specific to have these tested from Intel only.

Action point: NIC to ensure that all software developed/ customized and implemented by them shall be thoroughly tested for standards and integration to the State portal.

11. **HP Academy Narendra Nagar / Incubation Center at BIAS Bhimtal** : The HP academy project for Narendra Nagar has not been set up as also the Incubation Center at Birla Institute of Applied Sciences, Bhimtal.

Action points:

- a) The HP academy at Narendra nagar is to be set up in a time bound plan.
- b) The details for the Incubation Center at BIAS Bhimtal are to be worked out and the matter cleared on priority.

12. **Health Care Information Management System** : Secretary (Higher Education) who is also Secretary (Health) informed that documents pertaining to this project could not be traced by him and the DG, Dr.Arya has not been able to provide anything beyond the power point presentation of the project. Secretary (Planning) informed that a high level workshop had been held for this project under the chairmanship of the Health Minister and the then Principal Secretary (Health). All CMOs and CMSs as also Dr.Arya had attended the same. Thirty copies of the report were distributed then.

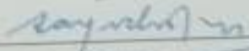
Action point: Secretary (Planning) shall try to locate the project report on his system and provide a copy of it to Secretary (Higher Education / Health).

13. **IT Strategy, Vision, Data Center and SWAN :** Director, PMU E-Governance/ITDA & Secretary(IT) and Addl. Secretary (IT) requested the Chief Secretary/Chairman that a one day workshop is required to be held with participation of all the Secretaries of the Government to better appreciate the need and to bring in synchronization with the IT Strategy, Vision, Data Center and SWAN for Uttaranchal. This will help in better implementation of the E-Governance projects as more and more participation and change management shall be achieved.
14. **Reporting Matters :** Director, PMU E-Governance/ITDA & Secretary(IT) reported the information related to IT Awards, Feasibility Studies and IT development Activities to the General Body.
15. **Executive Body Meeting :** Director, PMU E-Governance/ITDA & Secretary(IT) shall convene a meeting of the Executive Body of the PMU E-Governance / ITDA shortly to take up the matters related to accounts and other issues which could not be taken up during the meeting.

The meeting ended with a vote of thanks to the Chair and all members of the General Body of the PMU E-Governance / ITDA and the special invitees who spared their valuable time to attend the meeting.

Signed this 09 day of February 2006 at Dehradun.

For and on behalf of the General Body of PMU E-Governance /ITDA Govt. of Uttaranchal, 272 B, Vasant Vihar (Phase II), Dehradun.


(Sanjeev Chopra)
Member Secretary & Vice Chairman,
Director, PMU E-Governance/ITDA
& Secretary (IT), Govt. of Uttaranchal