

**Minutes of the Annual General Meeting
PMU, e-Governance / ITDA, Uttarakhand
20th November, 2006
(Venue: Chief Secretary's Conference Hall)**

The Annual General Meeting of PMU, e-Governance/ITDA was held under the chairmanship of Chief Secretary, Govt. of Uttarakhand, on 20th November, 2006 at 16.00 hrs. The following members of the General Body were present during the meeting:-

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| 1. | Shri S.K. Das, Chief Secretary, Govt. of Uttarakhand | - Chairman |
| 2. | Shri I.K. Pandey, Additional Chief Secretary & IDC, Govt. of Uttarakhand | - Member |
| 3. | Shri Sanjeev Chopra, Secretary IT & ID, Govt. of Uttarakhand | - Vice Chairman |
| 4. | Shri S.K. Maheshwari, Secretary, School Education, Govt. of Uttarakhand. | Member |
| 5. | Shri N.N. Thapliyal Addl. Secretary, (Finance) Govt. of Uttarakhand | - Member |
| 6. | Shri Y.P. Singh, Director, Treasuries | Member |
| 7. | Dr. Rakesh Goyal, SIO, NIC | - Member |
| 8. | Shri Arindam Tomar, Project Director, PMU/ ITDA | - Member Secretary |
| 9. | Sh.S.K.Sharma, DIO, NIC, Dehradun | - Nominated Member |

The following officers were also present from PMU e-Governance /ITDA:

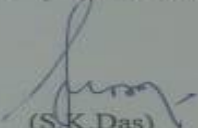
1. Ms. Poonam Sobti, PC (Fin./Proc./Admin) PMU, IDTA
2. Shri Vikas Gupta, Manager (Procurement), PMU/ITDA

The various issues which came up for discussion and subsequent decisions taken there are as below:

- 1) **Approval of Annual Reports and audited balance sheets**
The Annual Report 2004-05 and 2005-06 as well as Audited Balance Sheet were placed before the AGM and approved.
- 2) **Consideration and ratification of decisions of the Executive Committee**
The minutes of Executive Committee meetings of 10/08/06 & 06/11/06 and Extended EC meeting of 11/09/06 were presented before the AGM and ratified.
- 3) The following matters were also discussed:-

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- i) Utilization of outstanding balances of previous financial year(s):- It was decided that PMU e-Governance/ITDA should ask for further release of funds only when previous outstanding balances have been duly utilized.
- ii) It was observed that ITDA should open a PLA account. It was informed that a request for opening a PLA account has already been sent to the Government.
- iii) The procurement procedure finalized by the Executive Committee during its meeting on 06/11/06 was presented. It was decided that a tripartite agreement should be signed between ITDA, HILTRON and user agency for the AMC of computers, etc.
- iv) It was informed that hiring of CDAC, a government agency for providing Data Centre facilities was under process at an annual cost of around Rs. 60 lakhs. The Data Centre is urgently required for hosting of applications being developed under World Bank Project which are reaching the pilot stage.
- v) It was also agreed upon by the members that Mr. Vinod Kumar Taneja, Scientist-D, who has been deputed for the post of Project Coordinator (Technical), should report to the Director, PMU/ITDA for administrative and functional reasons.
- vi) It was decided that full time posting of Project Coordinator (Finance and Administration), Ms. Poonam Sobti at PMU/ITDA be expedited.


(S.K. Das)
Chairman, ITDA