

**MINUTES OF THE 4th MEETING OF THE GENERAL BODY OF UTTARAKHAND
E-GOVERNANCE INITIATIVE PMU / INFORMATION TECHNOLOGY DEVELOPMENT
AGENCY (ITDA) HELD ON 29th JULY 2009 AT 12.00 noon
VENUE: CS CONFERENCE HALL SECRETARIAT**

The fourth meeting of the General Body of Uttarakhand E-Governance Initiative PMU/ Information Technology Development Agency (ITDA) was held on 29th July 2009 at 12:00 noon under the Chairmanship of Shri. Indu Kumar Pandey, 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. Indu Kumar Pandey, Chief Secretary	Chairman
2. Shri. Subhash Kumar, Pr. Secretary (Revenue)	Member
3. Shri. Alok Kumar Jain, Pr. Secretary (Finance)	Member
4. Shri. Anup Wadhawan, Secretary (Urban Development)	Member
5. Smt. Radha Raturi, Secretary (Planning & Finance)	Member
6. Shri. Om Prakash, Secretary (IT, R.D, Panchyati Raj & Cooperatives)	Vice Chairman
7. Shri. R. K. Mishra, Addl. Secretary (IT)/ Director ITDA	Member Secretary
8. Smt. Hemlata Dhoundiyal, Addl. Secretary (Industries)	Member
9. Shri. Sharad Chandra Pandey, Addl. Secretary (Finance)	Special Invitee
10. Dr. D. R. Shukla, SIO, NIC Uttarakhand State Unit Dehradun	Member
11. Shri. R. P. Pasbola, Director (Treasuries Uttarakhand)	Member
12. Shri. B. C. Tewari, FC/Project Coordinator (F.A &P) ITDA	ITDA official
13. Shri. Sanjay Mathur, Task Force Manager, ITDA	ITDA official
14. Shri. Anand Sharma, Chief Technology Officer, ITDA	ITDA official


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

1. The General Body approved the minutes of its 3rd meeting held on 20th February 2008.
2. The General Body appreciated the successful efforts in recovering the amount of Rs. 11.23 crores from Income Tax Department. The General Body resolved that the change in name of the society, addition of objective under clause 5 and change in official address of the Society may be undertaken as now the matter of Income Tax has been resolved.

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3. The General Body desired that the observations of STQC on the audit of Software applications should be placed before it so that serious issues if any could come to its notice. The General Body further directed that all software applications should be audited by STQC/Third Party Audit (TPA) in a time bound manner and the closure of pending comments of STQC should be expedited.
4. The General Body resolved that ITDA should ensure that what ever Hardware is lying un-utilised in various departments should be transferred to departments where there is a requirement and new procurements should be resorted to only after the un-utilised hardware is fully put to use, if required Vice Chairman ITDA / Secretary (IT) may resolve such issues with the respective Departmental Secretaries.
5. SIO, NIC Uttarakhand State Unit informed that one trained person should be provided at each location of the department in the Sachivalaya for implementation of e-Patravali and that although on the system the file may be shown as moved from one location to the other but physically it may not have moved. Further it was informed that e-Patravali is only a file tracking system and does not lead to paperless or less paper office with work flow automation. The General Body was of the opinion that just for file tracking, additional manpower cannot be provided by ITDA and it was decided that NIC should work out a time bound action plan for implementation of e-Patravali in the Sachivalaya by training existing staff.
6. The General Body resolved that inventory of all assets of Uttarakhand E-Governance Initiative PMU should be prepared, audited and transferred in the name of Information Technology Development Agency (ITDA). Similarly all accounts should be transferred in the name of Information Technology Development Agency (ITDA). Only the usable assets should be transferred and the unusable/condemned assets should be handled as per Government Rules. The General Body also decided that items issued to officials who are no longer serving in the State should be immediately got deposited back to the Society.
7. The General Body approved the Audited Balance Sheet for FY 2007-2008 which had earlier been approved by the Executive Committee of the Society on 10th October 2008. The General Body directed that the Audited Balance Sheet for FY 2008-2009 should also be promptly prepared and placed during the next meeting.

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8. The General Body approved the enhancement of charges payable to Computer Education Providers (CEP) NIIT and CMC under "Operation Saksham" from Rs. 354 + Taxes to Rs. 407 + taxes per employee as per terms of the Contract Agreement. The General Body however directed that the training schedule should be reworked so that employees can attend for 2 hours a day in the morning or evening, this will solve the problem of relieving them from office for six full-day training at a stretch and will improve participation. The General Body also suggested that Vice Chairman ITDA/ Secretary (IT) may discuss the matter with Secretary (Karmik) and make the training under "Operation Saksham" mandatory.
9. The General Body authorised Vice Chairman ITDA/ Secretary (IT) to take a uniform decision on the issue of implementing Sixth Pay Commission's recommendations in ITDA after the Government takes a decision of implementing Sixth Pay Commission recommendations in Corporations and Government Agencies.
10. The General Body authorised Vice Chairman ITDA/ Secretary (IT) to take a final decision in the matter regarding dispute in the number of images submitted by M/s Samtech under the HRMS project after seeking legal opinion and effort should be made to avoid unnecessary litigations.
11. The Chairman observed that Labour Commissioner rules are for Minimum Wages Act and are not applicable in case of Contractual Staff of ITDA. The General Body resolved that as per provisions of the Government Order vide which the posts in the Society were created, the Vice Chairman ITDA/ Secretary (IT) is authorised to decide on the issue of revision of Contracts of Contractual Staff of ITDA taking into consideration all relevant material.
12. The General Body approved the continuation of Uttara Portal at IIT Roorkee till such time that the State Portal (SP), State Services Delivery Gateway (SSDG) projects under NeGP are initiated after receipt of funds from the Govt. of India (DPR has already been submitted) and the State Data Center (SDC) is established. The General Body also suggested that the SDC project should be expedited and Director ITDA was advised to send request to IIT Roorkee for continuation well in time to avoid last minute chaos.
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3. Vice Chairman ITDA/ Secretary (IT) informed that fund allocation of the order of Rs. 300 crores is to be made under NeGP for MMPs to Uttarakhand. The DPR for four departments – Tourism, Police, Forest and Finance/Revenue have been prepared, of these the DPR of Department of Tourism has already been submitted to Govt. of India for funding and the RFP for DPR of Department of Cooperatives has been issued. The General Body therefore decided that meetings of Chief Secretary, Secretary (IT) and Departmental Secretaries be done to initiate MMPs and formation of PeMTs to maximise Govt. of India funding for eGovernance. Similar meetings will be held with the Secretaries of the departments for whom DPR for MMP has been prepared but is awaiting submission to Govt. of India pending State's approval.

14. The progress of the eight eGovernance Applications developed under the World Bank Funded Project was informed to the General Body. The General Body approved the integration of the Badri-Kedar-Gangotri-Yamunotri-Hemkund Sahib Content (CHARDHAM currently hosted on Uttara Portal) with the MMP of Department of Tourism, DPR of which has been submitted to the Govt. of India for funding. The General Body advised that Vice Chairman ITDA/ Secretary (IT) may review the remaining seven applications with the respective Departmental Secretaries and then a meeting should be held at the level of Chief Secretary to take a final decision on their completion, State-wide rollout or closure. The budgetary support required for the activities to be carried out for these projects should also be worked out and the source of funds be explored.

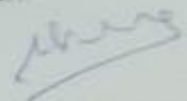
15. The General Body was apprised of the status of the SWAN project. SIO, NIC Uttarakhand State Unit informed that the SWAN will be operational by November 2009. The POPs are almost 100% complete in Kumaon Division whereas in Garhwal Division the POPs are 50% complete, District Chamoli and Rudraprayag being the most lethargic in progress. It was decided that meeting over video conferencing at level of Chief Secretary, Secretary (IT) and District Magistrates of the Districts where work is lagging be arranged to speed up the work. Vice Chairman ITDA/ Secretary (IT) informed that Rs. 2.09 crores is being paid to BSNL under the MOU for Bandwidth and the matter regarding some specification will be resolved with NIC/NICSI by weekend.

16. The General Body was informed that much headway could not be made in the implementation of the Common Service Center (CSC) project as both the Service Center Agencies (SCAs) – Reliance and Comat had not operationalised the CSCs. It was also

informed that during a recent review at Deptt. of Information Technology, Govt. of India the status of CSC project is same country-wide. The Master Service Agreements (MSA) with these SCAs is very weak and possibility of cancellation / punitive actions are being explored through legal examination of the MSA. The guidance of Deptt. of Information Technology, Govt. of India is also being sought in the matter.

17. The General Body resolved that meetings of the various committees of the Society and the General Body should be held more frequently for better monitoring and control.

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



(Indu Kumar Pandey)
Chief Secretary