Minutes of the 8th Meeting of the Executive Committee
of
Information Technology Development Agency (ITDA)
held at 12:00 noon on 11 March 2020 at IT Bhawan, IT Park Dehradun

The 8th meeting of the Executive Committee (EC) of ITDA was held under the Chairmanship of Shri. R. K. Sodhanshu, Secretary IT, Vice Chairman ITDA and Chairman EC ITDA, on 11 March 2020 at 12:00 noon at IT Bhawan, 07 IT Park Dehradun.

The following members of the Executive Committee were present:

1. Shri. Amit K Sinha, Director ITDA
2. Shri. V. K. Yadav, Addl. Secretary IT, Govt. of Uttarakhand
3. Shri. S. S. Waldia, Addl. Secretary Karmik, Govt. of Uttarakhand
4. Shri. P. C. Khare, Addl. Secretary Finance, Govt. of Uttarakhand
5. Shri. Manish Upreti, Finance Controller ITDA
6. SIO NIC USU represented by Shri. Manoj Joshi, TD NIC USU

Member Secretary EC ITDA
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The following were the matters placed, decisions taken and directions given by the Executive Committee after due diligence and deliberations:

1. Confirmation of minutes of the last Executive Committee (EC) meeting and confirmation of matters approved by circulation by EC:
   The EC approved the previous minutes of the previous meeting and ratified the decisions taken by circulation.

2. Matter referred by General Body (GB) to EC: Release of remuneration of TFM, Manager (Procurement) and Manager (Training)
   Based on the recommendation of FC, ITDA and Director ITDA after due diligence and deliberations the EC resolved to recommend to Governing Body of ITDA, the release of pending remuneration of TFM, Manager (Procurement) and Manager (Training).

3. Construction of canteen in IT Bhawan using e-waste:
   After deliberations the EC resolved to recommend the matter to Governing Body of ITDA for approval.

4. Construction of training hall (Additional floor at IT Bhawan):
   After deliberations, the EC granted approval to the proposal with the following conditions:
   a) Roof Top Solar Power generation should be mandatory.
   b) The design and construction fulfills SIDA norms.
   c) The structure can bear the load and design meets the structural safety.
5. Requirement of 4000 sq m additional land adjoining IT Bhawan. Following are already located in IT Bhawan: ITDA, DARC, SDC, NOC, CM Helpline, ICC (Initial encroachment in 400 sq m of the allocated); Space required because of Space crunch, Limited space for DRONE training and R & D, SDC staging area limited. (Department onboarding), Allied Activities related to Drone, COE for Cyber Security, e-Waste workshop, E-District 2.0 Development Team. The EC after discussions directed that benefits which shall accrue should be documented and the matter should be placed before the Governing Body of ITDA.

6. Allocation of space to Doon Smart City Ltd., (DSCL) for ICCC- In lieu DSCL is providing: Augmented computing and storage in SDC: HCl-700 Core, 11 TB RAM, 1PB Storage, Bare Metal- 300 Core, 4.4 TB RAM, 1PB Storage.

   It was informed to the EC that due to urgency of requirement and to implement ICCC of Dehradun Smart City, space was provided on the 3rd floor of IT Bhawan and in lieu DSCL is providing additional computing, memory and storage infrastructure at the SDC.

   The EC after deliberations recommended that post-facto approval of the Governing Body of ITDA should be sought. EC also recommended that an MoU should be signed between DSCL and ITDA to document the mutual obligations of the parties. EC further recommended that ITDA should also charge rent and expenses on electricity, water, connectivity and other services/utilities.

7. Appointment of Lawyer for Writ petition no.174/2020 filed in Uttarakhand High Court.

   The EC approved the appointment of Mr. T. S. Bindra Advocate to handle the Writ Petition no. 174/2020.

8. Appointment of Lawyer for other legal case/s of Hiltron to be handled by ITDA.

   The EC approved the proposal and recommended that Advocate/s should be empaneled by ITDA.

9. Honorarium to be paid to the Experts invited for State Technical Committee/ Seminars/ Workshops/ Selection Committee Members etc.: Adoption of rates of G.O no. 122/XXX(2)/ 2012 dated 10 May 2012, Payment from ITDA for meetings held by IT Department.

   The EC approved the proposal and Addl. Secretary Karmik advised that the revised G.O on the matter can be adopted by ITDA. For any higher reimbursements the EC advised that approval of Government may be taken on a case to case basis.

10. Permanency of ITDA Structure:

   The EC directed FC ITDA to examine the rules and put up the matter to IT Department.

11. Pending HR related matters of TFM:

   The EC advised that contract may be signed and matter of arrear and regularisation be referred to IT Department for resolution.

12. Engagement of two Aadhaar Certified DEOs through PRD:

   The EC approved the proposal for engagement of DEOs through PRD for a period of three months and advised that the posts be got sanctioned through the IT Department.

13. ITDA Structure / Restructuring:
The EC recommended that a revised structure comprising of Technical Experts be sent to IT Department for examination and approval.


The EC sought clarification whether any adverse remarks have been mentioned by the Chartered Accountant firm. FC ITDA confirmed that no adverse remarks are there. Subsequently the EC approved the Audited Balance sheets of ITDA for FY 2018-2019.

15. Procurement of 19 notebooks

FC ITDA confirmed to the EC that Uttarakhand Procurement Rules have been followed for the procurement. EC approved the matter.

16. Procurement of 300 desktop, 300 UPS and 300 Printers for e-office implementation in Secretariat

FC ITDA confirmed to the EC that Uttarakhand Procurement Rules have been followed for the procurement. EC approved the matter.

17. "Aadhaar" Kit procurement Licenses Hardware Security Module (HSM): 20 kits for Rs. 25 lacs of Rs. 2.5 crores (Technical evaluation of 07 bids in process). Rs. 23.6 lacs - paid to UIDAI - fee for Aadhaar Authentication User Agency (AUA). DPR for setting up HSM for Authentication at a cost of Rs. 1.925 crores submitted for approval and funding to State government.

FC ITDA confirmed to the EC that Uttarakhand Procurement Rules have been followed for the procurement. EC noted and approved the matter.

18. Dronathon 2.0 2020. Held on Feb 19-20, 2020:

EC appreciated the initiative and approved the matter.

19. Empanelment / Selection of agencies by ITDA - State government for Capacity Building (CB) activities planned under CB II scheme of NeGD: Recommendation letter of Secretary, MeitY to engage 12 agencies empanelled. Proposal to adopt list of 12 MeitY empanelled agencies by ITDA/State.

EC after deliberations approved the proposal and recommended it to be put to Governing Body and later to the IT Department for approval.

20. C-DAC nomination: Recommendation letter of Secretary, MeitY for engaging C-DAC for various IT related activities. Proposal to adopt C-DAC on a single source basis nomination.

EC after deliberations approved the proposal and recommended it to be put to Governing Body and later to the IT Department for approval.

21. SMS Procurement; Centralized SMS procured under SDC for: e-district, e-Gate Pass, CM helpline, e-office:

EC after deliberations approved the proposal for centralized procurement of SMS by following procurement rules or else from CDAC once it is approved by the IT Department.

22. Granting approval for Higher class for journeys on a case to case basis: Proposal that Vice Chairman /Secretary IT be authorised to approve journey by Higher class on a case to case basis on justification.

EC recommended that process of approval of the State government should be followed.
23. Proposed plan for CALC activities under ITDA: Approval for operationalizing the activity (PMC-01 DBA, 02 Accountant/ Accounts Assistants, 01 DEO, 02 Runners/MPW), Courses to be mapped to NSQF, Tie up with NIELIT for Center Accreditation and future courses. EC recommended that ITDA should revisit the structure and seek posts through IT Department. EC further recommended that ITDA should make efforts to tie up with NIELIT and seek guidance from Governing Body of ITDA.

24. Training and Workshops conducted at ITDA:
   EC appreciated the initiatives and note the matter.

   FC ITDA confirmed to the EC that Procurement Rules have been followed for the procurements done by ITDA, EC noted the matter.

The meeting ended with a vote of thanks to all present.

(R.K. Sudhanshu)
Chairman Executive Committee ITDA/
Vice Chairman ITDA//Secretary IT

Copy for circulation to the following:

1. Staff Officer to CS for kind information of Chief Secretary/Chairman ITDA.
2. All present in the meeting.
3. All concerned.

(Amit K Sinha)
Director ITDA