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**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF SOCIETY FOR PROMOTION OF IT AND e-GOVERNANCE IN HIMACHAL PRADESH (SITEG) HELD ON 18-12-2014 UNDER THE CHAIRPERSONSHIP OF MS. UPMA CHAWDHRY, ADDITIONAL CHIEF SECRETARY,IT TO THE GOVERNMENT OF HIMACHAL PRADESH-CUM-CHAIRMAN SITEG(EC)**

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The Director (IT)-cum Member Secretary, SITEG (EC) welcomed the Additional Chief Secretary (IT) –cum- Chairman, SITEG (EC) and the Members of the Executive Committee of SITEG. The Member Secretary, SITEG (EC) provided an overview of the various e-Governance initiatives being implemented in the State under the aegis of SITEG. Thereafter, item-wise discussion on the agenda items was taken up with the permission of the Chair. The details of item-wise decisions are as under:

**ITEM NO. I**      **CHANGE IN THE MEMBERSHIP OF THE EXECUTIVE COMMITTEE OF THE SITEG**

In accordance with Rule -5 of Rules of SITEG, the Additional Chief Secretary (IT)-cum-Chairman SITEG (EC) nominated following members in the Executive Committee of SITEG:

a)      Divisional Commissioner – (Div. Comm. Mandi)

b)      Deputy Commissioners, Shimla & Hamirpur

c)      Director, Rural Development Deptt., HP Govt. Shimla -9

d)      Director, Land Records Deptt., HP Govt. Shimla -9

e)      SIO, NIC Himachal Pradesh Shimla -2.
        and

f)      Director, FCS Deptt. & HIPA, HP Govt. Shimla -9 as special invitee

The tenure of nominated members would be for one year from the date of notification.

**ITEM NO. 2**      **LEAVE OF ABSENCE TO MEMBERS OF SITEG (EC)**

Approved.

| ITEM NO. 3<br>&<br>ITEM NO. 4 | **ACTION TAKEN REPORT & PROGRESS OF VARIOUS E-GOVERNANCE PROJECTS BEING IMPLEMENTED BY SITEG** |
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The Joint Director (IT) gave presentation on the progress of various e-Governance Projects being implemented by SITEG/Department of Information Technology along with action taken report on the decision taken during the General House meeting of SITEG held on 22-09-2011. E-Governance Projects e.g. e-Procurement, RCMS, LMS, e-Despatch, HRTC Touch Screen Kiosk, Parivaar Register, PMIS, HIPA VC, HIMSWAN, LMK, SDC, UIDAI, AGRISNET, SSDG, e-Peshi, Computerization of Himachal Pradesh Board of School Education etc were discussed in detail. During the presentation, the following decisions were taken:

**E-Procurement:** The Chairperson appreciated the progress made in the implementation of e-Procurement. However, a need was felt that current threshold limit to be brought down and e-Procurement may be made mandatory in the State. For this, FD may issue necessary instructions/ policy guidelines. Hence, it was decided that IT Department may take up matter with FD.

**HIMSWAN:** The Jt. Director IT gave present status of HIMSWAN project and the number of offices connected through HIMSWAN till date using VPNoBB connectivity. However, due to change in the architecture of HIMSWAN (from three-tier to single tier), 832 horizontal offices are to be provided VPNoBB connectivity for which order was released to BSNL and the progress of the same is being monitored at departmental level. The Chairperson directed IT Department to monitor the implementation on daily basis and seek timeframe from BSNL for completion of the same.

**Revenue Court Monitoring System (RCMS):** It was presented in the meeting that 242 Revenue Courts are using RCMS software. Till date 54,430 revenue court cases have been entered in the RCMS software and 20,143 judgments have been uploaded in the software. The Director IT also informed that Revenue Court Monitoring System (RCMS), received CSI Nihilent e-Governance Awards 2013-14 "Award of Recognition". The award was given away to the State during the 49th Annual Convention of

Computer Society of India (CSI-2014) held on Saturday, 13th Dec 2014 at Hyderabad. The Chairperson appreciated the efforts put in the efforts IT Department.

**Litigation Monitoring System (LMS):** The current status of the project was presented during the meeting. All departments are using LMS software. The Advocate General updates the status of cases online on daily basis and letters to departments are being generated automatically through this software. The departments are also informed about status of their cases via email and SMS. The IT Department also has prepared module for integration of LMS software with Court MIS software of Hon'ble High Court Website using which the departments can view/ download Court Orders through LMS s/w only. Now, the Advocate General Office has asked IT Department to revamp the whole software and develop a new software which would help internal processing of files in AG Office using LMS software only. New software for automating File system for AG office is under development. This require fresh development of software. However, data entry screen for inputting the initial details of the case would be made available to AG Office by December 31, 2014. The Chairman directed IT Department to complete the activities as per timeline.

**E-Despatch:** The Jt. Director IT informed that e-Despatch software has been developed and rolled out in the State Secretariat and IT Department, with an objective of replacing manual postal dispatch by electronic dispatch. Remaining all other departments can receive letters through this software. Till date 1,33,528 letters have been dispatched through e- Despatch  software. However, work is in progress for the implementation of e-Office software of NIC to allow Departments and All DC Offices to process files as well as dispatch letters electronically. The DC Shimla requested to implement e-Office in DC Office too.

**HRTC Touch Screen Kiosk:** HRTC is implementing intelligent road transport system which has been outsourced to M/s IL&FS. The project

has been rolled out having following features:

- Online tracking of Buses

- Current location of en-routed buses being displayed on the LCD panel installed on en-route bus stands along with estimated time of arrival.

- Number of passengers in the bus will be displayed on the LCD panel.

- E-Ticketing machines are integrated with the system.

- Online module is being used to book tickets either through HRTC ticket counters or online.

However, as per HRTC, the touch screen kiosk was not used even once by the passengers. Hence no further action was taken in this regard.

**Parivaar Register:** The Deputy Director IT gave present status of the project:

- Data entry of Pariwar Register has been done by Panchayati Raj Department.

- Web-based solution has been developed for Panchayati Raj Department by IT Department. The application has following functionalities:

  - Integration and consolidation of data at the Central Database.

  - Online future updation of data

  - Online MIS reports

- Data for only 10 Gram Panchayats has been received from Panchayati Raj Department till 27-06-2013. The process of uploading the data on Central Database is under progress.

- Panchayati Raj Department has also sent some new requirements for making **"Separation Family Module"** in web-based application. The IT Department is working on the same.

The Chairperson asked Director IT to hold separate meeting with Director (PR) in the matter in order to make Parivaar Register online.

**Personnel Management Information System (PMIS):** The SIO NIC HP informed that data entry of all the departments has been completed and big departments like Education, Health, and Ayurveda are using it for transfer purposes. The chairperson asked NIC HP to target use of PMIS in Agriculture, PWD, Police, Horticulture & Animal Husbandry departments so that these departments may start using PMIS by 31 Jan, 2015 for online transfers, posting and joining. The SIO NIC HP was asked to draft a letter for these departments and outline procedure for use of PMIS.

**HIPA VC:** It was informed in the meeting that all the Blocks are covered under this project including two Panchayati Raj Training Institutes (PRTI) and HIPA. Various departments are using this facility for holding VCs.

**Lok Mitra Kendra (LMK):** It was informed that following services are being provided through LMKs:

i.     HPSEB Electricity Bills Collection

ii.    Issuance of copy of Jamabandi

iii.   Grievance/ demand through e-Samadhan

iv.    IPH Water Bills Collection

v.     Issuance of HRTC bus Tickets

vi.    Issuance of copy of Shajra Nasab

vii.   Aadhaar letter Printing

viii.  4 Services of Himachal Pradesh Public Service Commission

    a.     Registration of Applicant

  b.  Filling of Application Form for one post

  c.  Filling of Chalan Form and Printout

  d.  Printing of Admit Card.

ix. Agrisnet Advisories

x. 36 services of SSDG

**Unique Identification Project (UID):** The Deputy Director IT presented the project status and informed that the State has achieved 96% Aadhaar generation and 98% of the residents of State have been enrolled under Aadhaar. Currently, 42 Permanent Enrolment Stations are setup across the State by CSC e-Governance India Service Limited. CSC e-Governance India Service Limited proposed to open 78 PECs (One in each block) in the State for UID enrolment activities..

**Computerization of HP Board of School Education (HPBoSE):** The Deputy Director IT informed that Date Centre for HBoSE has been setup in Dharamshala and out of total 18 modules of HPBoSE application, implementation of 15 modules has been completed.

**SDC Building:** The Joint Director IT presented the status of SDC building as well as SDC Project being implemented by M/s Orange Business Services. The building of State Data Centre (SDC) at Mehli is near completion. However, platforms for installation of DG Sets and indoor Transformers are yet to be constructed. HIMUDA has submitted estimate for the same. The SDC Operator has been appointed for setting up of Data Centre and Operate & Maintain the same for a period of five years. The project would be commissioned by March, 2014. The chairperson directed to put up mater on file.

**AGRISNET:** The Deputy Director IT informed that service of Agrisnet Advisories is available to the farmers through LMKs. LMK operators have been trained regarding the AGRISNET portal during the Block level trainings.

**SMS Gateway:** The Deputy Director informed that at present 114 offices are using the SMS gateway services in the State. Currently, the Department is using the SMS Gateway of C-DAC as the same was suggested by the Central Govt. Till date Government of Himachal Pradesh has sent 1 crore approx. (1,03,94,867) Push SMS and has received 1 lakh approx. (1,46,199) Pull SMS through SMS gateway

**E-Peshi:** The project status was discussed. Project has been implemented and the same is being used by the Prisons Department and High Court for organizing VCs. The project has been formally inaugurated by the High Court on 17-12-2014.

**E-District Project:** The project status was discussed in the meeting and the action to be taken for the implementation of the same. After detailed discussion it was decided that draft Government Order (GO) prepared for enablement of electronic delivery of services under e-District MMP may be released for the services ready for roll-out under e-District MMP and the draft GO may also be forwarded to State-Apex-Committee for their approval.

In the end, the AC(F&A) informed that Annual Accounts of the Society for the financial years 2008-09, 2009-10, 2010-11 and 2011-12 have been prepared and certified by the M/s Rajiv Sood & Co., Chartered Accountants, 71, Middle Bazar Shimla H.P. The annual accounts of the society for the year 2012-13 and 2013-14 have been submitted to M/S Lamba Vij & Co., Chartered Accountants, for finalization.

After completion of the presentation on e- Governance projects implemented by the IT Department, the Chairperson laid emphasis on the following aspects:

- IT Department to take up matter with FD for issuance of instructions regarding use of e-Procurement portal for tendering purposes.

- The DC Office Shimla to be taken up for the implementation of e-Office
- There is need to insert penal clause in the MoU to be signed with NIELIT regarding outsourcing of manpower so that attrition rate could be reduced and NIELIT be forced to provide quality manpower.
- The schedule for use of PMIS for posting, transfer and service book maintenance etc purposes be finalized by NIC in 5 more departments.
- Video Conference through LMKs to be notified for Jail Vaarta
- General House meeting to be convened shortly
- Process for setting up of IT Park be initiated. The Industries Department and DC Shimla may be consulted for the same.
- Project status of e-District project be put up separately on file and GOs to be issued once applications are ready for rollout
- IT Department should prepare DPR in consultation with Land Records for replacement of obsolete hardware, upgradation of Land Records software and capacity building

The Director (IT) assured the Chairperson that compliance with regards to the decision taken would be done.
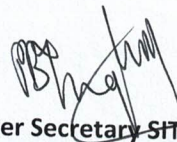
**ITEM NO. V**   **DELEGATION of POWERS**

Approved. The Finance Department vide letter No. Fin.F(A)-(I 1 )-I 1/2004 dated 3rd June, 2014 have issued instructions to all the Departments in the State for delegation of financial powers and revision to economy instructions. It has been decided in the meeting that the said delegations are adopted in the SITEG too vide which the Member Secretary (EC) SITEG-cum- Director IT shall exercise the powers of HOD and the Chairman (EC) SITEG-cum- Addl. Chief Secretary (IT) to the Govt. of HP shall exercise the powers of Administrative Department

**ITEM NO. VI**   **ANNUAL ACCOUNTS OF SITEG FOR THE YEAR 2008-08, 2009-10, 2010-11 & 2011-12**

Discussed and it was decided that the matter may be placed before the General House of SITEG for approval.

The meeting ended with a vote of thanks to Chair.

Director (IT)-cum-Member Secretary SITEG (EC),
Department of Information Technology,
Himachal Pradesh.