Minutes of the Meeting of the Empowered Committee for the National rollout of the e-District MMP

1)   The meeting of the Empowered Committee for the National rollout of the e-District MMP was held on 28th December at 10.30 AM in the conference room of Secretary DIT, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi 110003..

2)   *List of Attendees is placed at Appendix I*

3)   Director DIT, Shri Abhishek Singh, made a brief presentation on the e-District MMP and stated that the Cabinet Committee on Infrastructure (CCI) had approved the scheme for National rollout of the e-District Mission Mode Project on 20th April 2011. Subsequently, as per the approval of the CCI, the guidelines for the rollout of the e-District MMP were formulated and circulated to the various State Governments and Detailed Project reports were requested for rollout of the e-District Project in the various States.

4)   Director DIT provided details of the e-District MMP, wherein a set of five category of services like issue of certificates, Revenue court services etc. would need to mandatorily implemented and there was a basket of optional services, from which the State could choose to implement 5 categories of services. Secretary directed that in view of the tabling of the Grievance redressal bill in the Parliament, Grievance redressal should be a part of the compulsory services to be implemented under the e-District MMP.

5)   President & CEO, NEGD, Shri Ajay Sawhney suggested that probably a generic service engine should be incorporated in the e-District application to be deployed in the various states, as this would help the various state government departments to deploy new services in an accelerated manner, those not covered in the initial set of services included in the e-district application. Secretary, DIT's views were that such a proposal was fraught with difficulties and should be evaluated with respect to both technological and administrative challenges. There was need to create a robust e-Governance enterprise application architecture which would not only facilitate both vertical and horizontal integration of applications deployed in the various State Government departments.

6)   Director DIT gave an overview on the progress of the e-District MMP and said that the National Program Management Unit (PMU) had been appointed, through a bid process

and LOI was issued to M/s Accenture. Regarding the State PMU, an expression of interest was released and 9 consultancy agencies have been shortlisted who meet the pre-qualification norms of the EOI document. The Request for Proposal would be issued to these shortlisted consultancy agencies and state wise technical and financial bids would be invited from these agencies. The various State IT secretaries were members of the Tender evaluation committee for evaluation of bids that would be received from the consultancy agencies for the State PMUs. Secretary, DIT opined that the State Governments need to be involved in the selection process.

7)   Director DIT, explained the Implementation structure of the e-District MMP and the various Stakeholders and their key responsibilities thereof, which comprised of DIT at the Central level, the State Government at the State level and the District Administration supported by the District e-governance society at the District level. Based on the learning of the various implementation of e-district pilot projects, it has been proposed to develop a cadre of e-District program managers, recruited from the open market at the District level who would support the DeGS in the implementation of the e-District Project at the District level. While the NPMU and SPMU would support in the hiring of the District level program managers, the selection would be done by the District Collectors. Sr. Advisor Planning Commission, Shri Murali Krishna Kumar said that an orientation program should be given to these District level program managers.

8)   Secretary DIT said that adequate accounting and audit processes need to be implemented in the District e-Governance Societies

9)   To enable preparation of DPRs and for providing seed funding to the District e-Governance societies, the first installment was approved for release to States @ Rs. 10 Lakhs per district and Rs. 10 Lakhs for DPR preparation for all 19 non-pilot States . The total outlay in this regard was Rs. 62 Crores, however funds for seed funding for DeGS was released to only those districts (375 Nos) where more than 70% of CSCs have been established.

10)   Director DIT also stated that under the note for CCI, detailed financials were provided for various components required for implementation of the e-District MMP. Under the guidelines for the national rollout, a modality for hardware distribution in the various offices in the District Head Quarter, Sub divisional offices, block and tehsil offices has been created. The DPRs received from the various states are being appraised using this methodology subject to the overall component wise cost provisions provided under the e-district note approved by the CCI.

11)   The funds for the e-District MMP are to be released to the State Governments in 4 installments subject to accomplishment of prescribed milestones, and the State Government certifying the utilization. The prescribed milestones are listed below.

   a) The first installment will be released as per the following:

      i)   Rs. 10 lakhs each for Non Pilot States for DPR preparation

      ii) Rs. 10 lakhs per district for all States (In first phase funds will be released only for those districts where 70% CSCs have been rolled out)

   b) The second installment, amounting to 20% of the total project cost, after reducing the amount released in the first installment, would be released subsequent to administrative and financial approval by DIT of the DPR and would be subject to the submission of the e-District application for STQC testing by the States where the e-District Pilot is under implementation.

   c) The third installment would amount to 50 % of the project cost and would be released subject to meeting the milestones as prescribed in the guidelines for the Scheme for National Rollout of e-District MMP which are.

      i)   Utilization of released funds

      ii)   Issue of Government Orders for enabling e services in the State.

      iii) Formation of DeGS

      iv)   State approval of Base Line study, BPR, FRS, Selection of System Integrator and Signing of Contract with the System Integrator.

      v)   For the States where the e-District Pilot is under implementation, completion of STQC testing of the e-District application

      vi)   For non-pilot States, submission of the e-District application for STQC testing

   d) The fourth and final installment of 30 % of the project cost would be released subject to meeting of the milestones as prescribed in the guidelines;

      i)   Utilization of released funds

      ii)   Testing of application by STQC, launch of 20 services in at least 50 % of the districts of the state.

12)   The Guidelines for the Scheme for National Rollout of the e-District MMP are enclosed in Annexure I.

13)   Director DIT stated that in note on e-District MMP approved by the CCI, it has been decided to rollout the e-District MMP in two phases.

"The implementation in the States is proposed to be carried out in 2 phases: In the first phase, districts in which at least 70 per cent of the CSCs are operational would be targeted for the rollout and in the second phase, rest of the districts would be selected for the e-District rollout".

Of the 10 states whose DPR had been apprised, only 3 states had achieved the requisite CSC rollout figures. Some states like Orissa, Meghalaya, Mizoram and Assam were marginally lagging behind. The rollout of CSC in Tamil Nadu was lagging due to issue of litigation and in Andhra Pradesh, the SCA had just been appointed. Secretary DIT emphasized the importance of the CSCs and stated that funding should be allocated to only those districts where 70% CSC rollout had been achieved. In States like Andhra Pradesh and Tamil Nadu till the time progress on CSC was achieved, only funding for the State level components required for implementation of the e-District MMP could be released.

14)   Shri Anup Kr. Burman Dy. Manager, AMTRON said that due to insurgency, there was less than 70% CSC coverage in the balance two districts of Assam. Shri Shankar Aggarwal said that it was the responsibility of the State Government to submit a proposal to enable CSC coverage in the remaining districts, which could incorporate innovative ideas like leveraging the network of post offices in these districts. Secretary DIT suggested that in these two districts of Assam, coverage of e-District services could be achieved through mobile delivery of services.

15)   Secretary DIT asked if there were adequate incentives for the State Governments to reuse the various e-District applications developed previously in the states where the pilot implementation was in progress. Shri Shankar Aggarwal, stated that incentives for faster implementation of the e-District project in the Districts had been proposed in the Cabinet note itself. Further the various State Governments have been informed about the various applications developed under the Pilot implementation of the e-District Project. Shri Shankar Aggarwal also stated that the Assam e-District application has been hosted on a cloud model by CDAC Chennai and this model could be replicated. Further it is proposed to host the applications for the various Union Territories on a cloud based model. Director DIT also said that the Uttarakhand Government had decided to re-use the Uttar Pradesh e-District application while implementing the pilot.

16)   Secretary DIT said that STQC testing, especially the component of security audit and testing was very important in view of the attacks on various e-Governance applications. In

view of this he said that responsibilities regarding the security of e-Governance applications need to be affixed to individuals.

17)   Given the importance of STQC, testing, Empowered committee directed that in order for the various States to receive the 2nd installment of the funding for e-District MMP, they would need to submit the e-District application to STQC for testing. Further, the third installment would be released to only those states who would have completed the STQC certification for their application.

18)   Dr. Rajender Kumar said that the e-District application should have mobile delivery of services. Shri Shankar Aggarwal agreed to this and said that as far as possible, mobile delivery of services would be incorporated under the e-District Mission Mode Project and at the minimum it would include, status tracking.

19)   Sr. Advisor Planning Commission, Shri Murali Krishna Kumar stated that it was important to re-engineer processes prior to e-enabling them. This was agreed by the Empowered Committee. Secretary DIT said that as a follow up to the directive arising out of the review of the NeGP by the Prime Minister, a body of experts has been created to review the various Government processes and suggest simplification.

20)   The Empowered Committee approved the broad principles for release of funds. These principles were

a) The States, where the e-District Pilot Project was under implementations would need to submit the e-District application for STQC testing to avail the 2nd installment of the funding under the e-District MMP. Further they should have obtained STQC certification to avail the 3rd installment of the funding under the e-District MMP.

b) For non pilot States, as provided in the Guidelines for the Scheme for National Rollout of the e-District MMP, the 4th installment of funding of the e-District will be released to the States subject to testing of application by STQC and for both pilot and non pilot States, launch of 20 services in at least 50 % of the districts of the state.

c) Funding for e-District MMP would be released for only those Districts that have achieved more than 70% rollout of CSCs. In the interim period, state will initiate State level activities under e-District MMP and ensure completion of rollout of CSCs in the remaining districts..

d) The balance funds may be released, as and when the State confirms meeting the above conditions and a separate EC approval would not be required.

21) Accordingly the Detailed Project Reports submitted by the State Governments were approved as following

a) 2nd installment of e-District funding may be released for Sikkim and Tripura as these are non pilot States and 70% rollout of CSCs has been achieved in all Districts of the State.

b) 2nd installment of e-District funding may be released for Kerala subject to the State having submitted the application for STQC testing

c) 2nd installment of e-District funding in proportion to the number of Districts where more than 70% CSCs have been rolled may be released for Mizoram

d) 2nd installment of e-District funding in proportion to the number of Districts where more than 70% CSCs have been rolled may be released for Tamil Nadu, Orissa and Assam subject to the State having submitted the application for STQC testing

e) 2nd installment of e-District funding in proportion to the number of Districts where more than 70% CSCs have been rolled may be released for Andhra Pradesh, Meghalaya, and Daman and Diu.

f) Actual release of funds to the States will happen with due concurrence of IFD

22) The meeting ended with a vote of thanks to the Chair.

23) <u>Appendix I</u>

<u>List of participants of the Meeting of the Empowered Committee for the National rollout of the e-District MMP held on 28th December at 10.30 AM in the NEGD PMU Conference room , Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi 110003</u>

1. Shri R Chandrashekhar Secretary, DIT in chair

2. Shri Shankar Aggarwal, Additional Secretary, DIT

3. Shri R. Bhattacharya,Additional Secretary and Financial Adviser DIT

4. Shri Murali Krishna Kumar, Sr. Adviser (CIT&I) Planning Commission

5. Director DIT, Director, DIT

6. Shri N.K. Kinger, Director Finance, DIT

7. Shri Ashish Banati Director / Scientist F, STQC, DIT

8. Shri Ajay Sawhney, President and CEO, NEGD, DIT

9. Dr. Rajendra Kumar, Director, NeGD, DIT

10. Shri V. Sivasubramanian Director, NeGD, DIT

11. Shri Anup Kr. Burman Dy. Manager, AMTRON, representative of Govt. of Assam

12. Shri Vivek Gaur, Principal Consultant, SeMT, Rajasthan, representative of Govt, of Rajasthan

13. Shri Anirban Mukerji, Senior Consultant, NEGD

14. Shri Koushlendra Singh, Senior Executive, NEGD, DIT

15. Shri Randhir Pratap, Consultant, NeGD, DIT

16. Shri Ramendra Verma, NPMU

17. Shri Rajat Garg, NPMU