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31st October 2014

Minutes of Meeting

Subject: Minutes of meeting the eDistrict MMP National Rollout Project Review via Video Conferencing with the States/UTs held on 30th October 2014.

A meeting through video conferencing was held on 30th October 2014 at 2:00 PM in the PMU Conference Room, 4th Floor, Electronics Niketan, New Delhi under the chairmanship of Dr. Rajendra Kumar, Joint Secretary (eGov) DeitY, to review the progress of the project with the States/UTs.

2.   The copy of the Minutes of the Meeting held on 30th October 2014 is enclosed herewith for your information and necessary action

3.   The minutes are issued with the approval of the Joint Secretary (eGov).

Pravin Chandekar
Adl. Director

To,

IT Secretaries of

1. Govt. of Assam
2. Govt. of Karnataka
3. Govt. of Punjab
4. Govt. of Uttar Pradesh

Subject: Minutes of Meeting of the eDistrict MMP National Rollout Project held on 30ᵗʰ October 2014 via Video Conferencing with the States/UTs

A meeting was held on 30ᵗʰ October 2014 to review the State readiness for the launch of eDistrict Services in the current financial year as per the RFD targets for FY14-15 and specific issues that State/UT are facing to accomplish the same. The meeting was conducted under the chairmanship of Dr. Rajendra Kumar, Joint Secretary (eGov), DeitY through Video conferencing from 2:00 pm in the Conference Room, 4ᵗʰ Floor, Electronics Niketan, New Delhi. The list of officials who participated in the meeting is placed at Annexure A. A copy of the presentation that was discussed during the Project Review Meeting is placed at Annexure B.

2.   Joint Secretary (eGov), DeitY, welcomed all participants and discussed the current implementation status of eDistrict MMP. Joint Secretary (eGov) highlighted that the launch of eDistrict services by the States have been delayed and the States need to expedite the implementation process to meet the targets. The key decisions and actions to be taken are listed below:

Sl. No	Key Milestones	Remarks
1.	**Assam**	
	DeGS Formation	DeGS have been formed in 17 districts. DeGS formation is in progress in 4 districts and will be completed by 1ˢᵗ week of November 2014. DeGS formation in 6 scheduled districts will be completed by 2ⁿᵈ week of February 2015.
	eDPM Hiring	eDPM Hiring has been completed in 25 districts. In remaining 2 Districts, eDPMs are undergoing training and will be deployed by 1ˢᵗ week of November 2014.

	Go-Live of Application	State has agreed to launch eDistrict services in all the 25 non-pilot Districts as -
		 • Phase 1 – Launch of services in 21 districts
		   ○ 8 services will be rolled out by 15ᵗʰ November 2014
		   ○ Another 6 services will be rolled out by 31ˢᵗ December 2014
		 • Phase 2 – Launch of these services in remaining 6 scheduled districts by 15ᵗʰ February 2015.

	Release of Funds	DeitY informed that Rs 16.67 Crores has been allocated to the State for release in this financial year FY14-15 and requested the State to fulfil all the conditions for 3ʳᵈ instalment fund release. JS (eGov) further informed that in case the State does not request for funds then this fund can be re-allocated to other State for this financial year. State has agreed to submit fund release request with the necessary documents by 1ˢᵗ week of November 2014.
2.	**Karnataka**	
	DeGS formation	State informed that DeGS has been formed in 12 districts.

Sl. No	Key Milestones	Remarks
	SI Selection	State informed that RFP has been prepared and it is being reviewed by Technical Advisory Committee. Once the RFP is finalized by the Committee, it will be put up to Apex Committee for approval and release.
	Apex Committee Approval on Service Portfolio, eDistrict Application Implementation Strategy and Bundling / Unbundling of SI Scope	State informed that Apex Committee is yet to be convened. JS (eGov) emphasized that the progress in the State has been slow and the activities to achieve the project milestones – Apex Committee Approval, SI RFP release, SI Selection, eDPM Hiring need to be expedited.
	Go Live of Services	DeitY team informed that the State had agreed to rollout their existing services across all districts in this financial year. JS (eGov) requested that existing services rollout across all districts should be completed and sought the timelines for this. The State team requested that the State will revert with the timelines after discussing with Secretary – IT. State is expected to revert by 1st week of November 2014.
3.	**Punjab**	
	Rollout of eDistrict Services	State informed that rollout of 10 eDistrict services in 20 non-pilot districts is being delayed due to horizontal connectivity at field offices and hence the services are expected to be rolled out by 31st March 2015. JS (eGov) recommended that the soft launch of services can be done in the offices where SWAN connectivity is operational. Considering this, State agreed to rollout 10 services across 20 non-pilot districts by 31st Jan 2015. State also mentioned STQC testing is one of the major dependency for seeking 3rd instalment of funds.
	Release of Funds	DeitY informed that Rs 16.67 Crores has been allocated to the State for release in this financial year FY14-15 and requested the State to fulfil all the conditions for release of 3rd instalment of funds. State informed that STQC testing of pilot application has not been completed due to delays at STQC end and sought DeitY's intervention to expedite. Additional Director (eGov) informed that STQC has already been informed to expedite. JS (eGov) mentioned that State should follow-up further with STQC to get testing completed. State has agreed to submit fund release request with the necessary documents by end of November 2014.
4	**Uttar Pradesh**	
	eDPM Hiring	State informed that eDPM hiring has been completed in 66 Districts and deployment of remaining 3 eDPMs would be completed by 30th November 2014.
	Rollout of eDistrict Services	JS (eGov) sought timelines for rollout of eDistrict services in remaining 34 districts of the State. The State team requested that the State will revert with the timelines after discussing internally. State is expected to revert by 1st week of November 2014.

Sl. No	Key Milestones	Remarks
5	Bihar – could not participate due to State Holiday.	

3.   During the meeting, JS (eGov) emphasized on adherence to the timelines agreed to achieve the target set for this financial year (FY 2014-15).

4.   The meeting concluded with a vote of thanks to and from the Chair.

ANNEXURE - A

List of Attendees:

1.   Dr. Rajendra Kumar   Joint Secretary (eGov), DeitY
2.   Sh. Pravin Chandekar   Additional Director(eGov), DeitY
3.   Sh. Raghunath Krishnagiri   eDistrict NPMU
4.   Sh. Pravin Gupta   eDistrict NPMU
5.   Sh. Murad Butt   eDistrict NPMU
6.   Sh. Ashish Gupta   eDistrict NPMU

State / UT eDistrict teams through Video Conference

1.   Assam
2.   Karnataka
3.   Punjab
4.   Uttar Pradesh

Note: Bihar could not be present due to State holiday.

ANNEXURE - B

A copy of the Summary Presentation that was discussed during the Project Review Meeting

Department of Electronics and Information Technology
Ministry of Communications and Information Technology
Government of India

राष्ट्रीय इ-गवर्नेंस योजना
National e-Governance Plan

Project Status

State	Status

Assam
 	
Administrative Approval dated: 30.03.2012
 	
Funds Available with State: Rs 8.9 Cr
 	
Funds budgeted: Rs 16.67 Cr
	▪ DeGS Formation| **In process (16/27)**
	▪ DPM Hiring| **In process (15/27)**
	▪ SPMU Contract| **Signed**
	▪ Apex Committee Approval| **Completed**
	▪ Release of SI RFP I **Released**
	▪ SI Selection | **Completed**
	▪ Roll-out of eDistrict services Target for FY 14 – 15 I **25 non-pilot districts**
	    ▪ *5 services in 21 Districts by Nov 14 (Aug 2014)*
	    ▪ *9 services in 21 Districts by Aug 14 (May 2014)*

Actions to be taken

▪ Provide timelines for launch of services across all 25 non-pilot districts to achieve the FY14-15 Target

▪ Hiring of District Project Managers in remaining Districts

▪ Formation of DeGS in remaining Districts.

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Project Status

State	Status

Bihar
 	
Administrative Approval dated: 13.04.2013
 	
Funds Available with State: Rs 10.62 Cr (including release of Rs. 5.56 Cr in FY 2014-15)
 	
Released budget: Rs 5.56 Cr (Already released in FY 2014-15)
	▪ DeGS Formation| **In process (25/38)**
	▪ DPM Hiring| **Not Initiated**
	    ▪ *State Team is aggressively pursuing hiring of DPMs (Aug 2014)*
	▪ SPMU Contract| **Signed**
	▪ Apex Committee Approval| Meeting **Convened on 18th July 2014**
	    ▪ *Minutes yet to be released*
	▪ Release of SI RFP I **Tender Notice published on 10 Oct 2014**
	▪ SI Selection | **Last date of bid submission 23 Nov 2014**
	▪ Roll-out of e-District services Target for FY 14 – 15 | **34 non-pilot districts**
	    ▪ *Time lines not committed*

Actions to be taken

▪ Provide timelines for launch of services in 34 non-Pilot districts in State to achieve the FY14-15 Target

▪ Share minutes of Apex Committee held in July 2014 with DeitY

▪ Hiring of District Project Managers in all Districts

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National e-Governance Plan

Project Status

State	Status

Karnataka
 	
Administrative Approval dated: 08.07.2013
 	
Funds Available with State: Rs 16.49 Cr
 	
Funds budgeted: Rs 17.58 Cr (Already Released Rs 16.49 in FY 2014-15)
	▪ DeGS Formation| **In Process (5/30)**
	▪ DPM Hiring| **Pending**
	    ▪ *Approach being finalized – thru NIC vis-à-vis 3rd party (May 2014)*
	    ▪ *RFP for hiring of DPM is under review (Aug 2014)*
	▪ SPMU Contract| **Signed**
	▪ Apex Committee Approval| **Pending**
	    ▪ *Apex Committee shall happen soon (Aug 2014)*
	    ▪ *Apex Committee shall happen soon (May 2014)*
	▪ Release of SI RFP I **Pending**
	    ▪ *SPMU submitted revised RFP incorporating review committee feedback*
	    ▪ *Time lines not committed*
	▪ SI Selection | **Dependent on release of RFP**
	▪ SI Contract Signing | **Dependent on SI Selection**
	▪ Roll-out of e-District services Target for FY 14 – 15 I **30 non-pilot districts.**
	    ▪ *Existing services will be rolled out on priority (May 2014)*
	    ▪ *Time lines not committed*

Actions to be taken

- Provide timelines for launch of services in 30 non-pilot districts of the State to achieve the FY14-15 Target

- Apex Committee approval on Portfolio of services, Implementation Architecture, Bundling / Unbundling of SI Scope

- Expedite the finalization of the SI RFP and release of SI RFP

- Formation of DeGS in remaining Districts.

- Hiring of District Project Managers in all Districts

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Project Status

State	Status
Punjab **Administrative Approval dated: 31.03.2012** **Funds Available with State: Rs 7.12 Cr** **Funds budgeted: Rs 16.67 Cr**	▪ DeGS Formation| **Completed (22/22)** ▪ DPM Hiring| **Completed** ▪ SPMU Contract| **Signed** ▪ Apex Committee Approval| **Completed** ▪ Release of SI RFP I **Released** ▪ SI Selection | **Completed** ▪ Roll-out of e-District services Target for FY 14 – 15 I **20 non-pilot districts** ▪ *Timelines not committed*

Actions to be taken

▪ Provide timelines for launch of services in 20 non-pilot districts to achieve the FY14-15 Target

▪ Ensure that the e-District application complies with the final technical architecture specified in the Integrated Framework Guidelines issued by DeitY
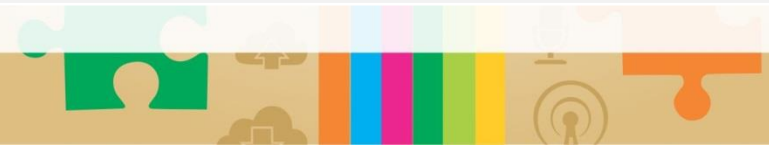
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National e-Governance Plan

Project Status

State	Status
Uttar Pradesh **Administrative Approval dated: 05.09.2012** **Funds Available with State: Rs 35.84 Cr** **Funds budgeted: Rs 22.08 Cr**	▪ DeGS Formation| **Completed (69/69)** ▪ DPM Hiring| **In Process (62/69)** ▪ SPMU Contract| **Signed** ▪ Apex Committee Approval| **Completed** ▪ Release of SI RFP I **Released for both Zones** ▪ SI Selection | **NIC selected as ADA; M/s Trimax selected for Zone I and SDC; LOI issued to M/s Trimax & Ricoh for Zone II** ▪ Roll-out of eDistrict Services | **Completed in 35 non-pilot districts (Zone I)** ▪ Roll-out of eDistrict services Target in FY 14-15 | **34 districts (Zone II)** ▪ *Time lines not committed*

Actions to be taken

- Provide timelines for launch of services in 34 districts in Zone II of the State to achieve the FY14-15 Target

- Achieve transaction volume to meet the "Go-Live" definition.

- Ensure compliance of eDistrict application with the final technical architecture specified in the Integrated Framework Guidelines issued by DeitY.

- Hiring of District Project Managers in remaining Districts.

Thank You