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3(22)/ 2011 EG II

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29/12/2014

Minutes of Meeting

Subject: Minutes of Meeting of the e-District MMP National Rollout Project held on 16th December 2014 via Video Conferencing with the States/UTs

A meeting through video conferencing was held on 16th Dec 2014 under the Chairmanship of Dr. Rajendra Kumar, Joint Secretary (eGov), DeitY to review the State's readiness for the launch of e-District 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 .

2.   The copy of the Minutes of the Meeting 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,

Secretary IT Govt. of Delhi

Secretary IT Govt. of Meghalaya

Secretary IT Govt. of Nagaland

Secretary IT Govt. of Uttarakhand

3(22)/2011-EG-II
Department of Electronics & Information Technology
eGovernance Group

Dated: 16.12.2014

Subject: Minutes of Meeting of the eDistrict MMP National Rollout Project held on 16th December 2014 via Video Conferencing with the States/UTs

A meeting was held on 16th December 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 2:30 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.

The key decisions and actions to be taken are listed below:

Sl. No	Key Milestones	Remarks
1.	**Delhi**	
	DeGS Formation	DeGS formation is completed in all 11 districts *(including remaining 2 districts)*
	Rollout of eDistrict Services	UAT completed for 2 services & for remaining 9 services, UAT will be completed by 23rd Dec 2014. eDistrict Application's integration with Payment Gateway is still to be done. The Department is awaiting approval from the Law & Finance department for the integration. State has agreed to launch the eDistrict services across 11 districts in two phases. • **Phase I:** 11 services will be launched by 15th January 2015. • **Phase II:** Remaining 17 Services will be launched by 28th February 2015.
	Release of Funds	State conveyed that funds are required for procurement of Hardware. DeitY informed that Rs 169.67 lakhs (balance 2nd instalment funds) has been approved and will be released to the State – once the RE is approved for DeitY. State had requested for 3rd instalment funds – DeitY has responded conveying to provide complete documentation.

Sl. No	Key Milestones	Remarks
2.	**Meghalaya**	
	eDPM Hiring	State mentioned that hiring of eDPM in remaining 5 districts will be completed by 31st January 2015.
	DeGS Formation	State has agreed to complete the formation of DeGS in remaining 4 districts by 15th January 2015.
	Hardware SI Selection	State has received a single bid from IL&FS. State has evaluated the bid and finalizing the BoM. State has conveyed that LOI to the H/w SI will be issued by 7th Jan 2015.
	Rollout of eDistrict Services	State informed that BPR & FRS for 17 services have been approved by the Apex committee. These will be shared with NIC by 19th Dec for developing the software application. Due to the delay in approvals of BPR & FRS, State conveyed that the timelines for services roll-out would be extended to March 2015. JS (eGov) conveyed that rollout of services should happen earlier and State should adhere to the earlier agreed timelines for rollout. State team informed that they need to consult NIC team and requested time till 19th Dec 2014 to revert with the revised timelines for launch of services. Earlier agreed timelines for the launch of eDistrict services across all districts - • **Phase I**: 10 services may be rolled out by 1st February 2015 • **Phase II:** Remaining 23 services may be rolled out by 31st March 2015.
	Release of Fund	State informed that they have refunded the eDistrict funds to DeitY in January 2014. Now, they require funds to pay NIC for application development. DeitY informed that an approval is put up to IFD for re-allocation of funds across all NeGP projects for all States.
3.	**Nagaland**	
	SI Selection	State informed that only 1 bid has been received and the technical evaluation is being done by SPMU (E&Y). SPMU (E&Y) representative informed that the technical evaluation report would be submitted to the State by 17th December 2014.
	Rollout of eDistrict Services	JS (eGov) informed the State to adhere to earlier agreed timelines for rollout of eDistrict services - Rollout of 10 eDistrict services in 8 non-pilot districts by 31st January 2015.
	Release of Fund	JS(eGov) informed that Rs. 2.46 Cr has been released to the State on 26.11.2014
4	**Uttarakhand**	
	eDPM Hiring	eDPM Hiring has been completed for all 12 districts. However, only 11 eDPMs have joined and the remaining 1 eDPM will join on 20th December 2014.
	Release of RFP for Data Digitization	State informed that RFP for data digitization is ready for release. It further informed that the State is exploring option of digitizing data by the Department users / staff instead of outsourcing. If this is done by Department users / staff, data validation issue will be

Sl. No	Key Milestones	Remarks
		addressed. The State team is working out on an incentive scheme for department users / staff to take up digitization activity.
		State is expected to take decision on this option by 25th Dec 2014. In case, it is decided to outsource the activity, the RFP will be released by 31st Dec 2014.
	Rollout of eDistrict Services	State informed that 8 services have already been launched in Dehradun district and the formal launch of services across all districts is expected to be on 26th Jan 2015.
		JS (eGov) insisted that the rollout should not be delayed further as the earlier agreed date was 15th Nov 2014. State agreed to launch of at least 8 services in remaining 11 districts by 20th January 2015.
	Release of funds	State informed that they will be submitting UCs of the funds utilized and then will request for further release of funds from DeitY.

3. 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.

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. Krishnagiri Raghunath   eDistrict NPMU
4. Sh. Pravin Gupta   eDistrict NPMU
5. Sh. Ashish Gupta   eDistrict NPMU
6. Sh. Amit Sharma   SPMU - E&Y

State / UT eDistrict teams through Video Conference

1. Delhi
2. Meghalaya
3. Nagaland
4. Uttarakhand

ANNEXURE - B

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

National Rollout of eDistrict MMP Project Review Meeting – RFD Target

Summary Presentation of Group 2 States/UTs

16th Dec 2014

1. Delhi
2. Meghalaya
3. Nagaland
4. Uttarakhand

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Government of India

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National e-Governance Plan

Project Status-Delhi

Status	Actions agreed in Review Meeting on 13th Oct 2014	
	Actions	**Status**
- DeGS Formation| **In process (9/11)** - DPM Hiring| **Completed** - SPMU Contract| **Signed** - Apex Committee Approval| **Completed** - Release of SI RFP I **NA** - SI Selection| **Completed; NIC + NICSI selected as SI** - Roll-out of eDistrict services Target for FY 14 – 15 I **11 non-pilot districts**	Phase-I 4 services in 11 districts by 15th Nov 2014 & 7 services in 11 districts by 15th Dec 2014	*Awaiting progress update*
	Phase-II Remaining 17 services in 11 districts by 15th Feb 2015	
	Release of fund- State was requested to submit the UC	State had requested for 3rd installment funds – DeitY has responded conveying to provide complete documentation. DeitY has shared the 3rd installment fund release criteria with the State. *Awaiting documentation from the State.*

Financial Status	Other Actions to be taken by the State
Administrative Approval dated: **25.06.2013** Funds Available with State: **Nil** Funds budgeted in FY14-15: **Rs 3.67 Cr | Rs. 1.70 Cr is being released**	• Completion of DeGS formation in remaining 2 districts
	Communication /Reminder sent by DeitY
	• Letter sent on 27th Oct 2014 for completion of milestones and launch of services. • email sent on 14th Nov 2014 for status updates that was agreed on 13th Oct Review Meeting. • Reminder email sent on 20th Nov 2014 for status update.

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Project Status-Meghalaya

Status	Actions agreed in Review Meeting on 13th Oct 2014	
	Actions	**Status**
- DeGS Formation| **In process (7/11)** - DPM Hiring| **In process (6/11)** - SPMU Contract| **Signed** - Apex Committee Approval| **Completed** - Release of SI RFP | H/w RFP **Released (Nov 2013), Corrigendum (Aug 2014)** - SI Selection | **NIC as ADA | H/w SI selection pending** - Roll-out of e-District services Target for FY 14 – 15 | **11 non-pilot districts**	H/w SI Selection by 30th Nov 2014	Expected to completed by 15th Dec 2014. *Awaiting progress update.*
	Phase-I 10 services across all districts by 1st Feb 2015.	
	Phase-II Remaining 23 services across all districts by 31st Mar 2015	
	Release of fund- Re-allocation of CSC fund to e-District Project.	IFD has asked Program Divisions to prepare re-allocation across all NeGP projects for all States / UTs. Note is being put up for approval of IFD

Financial Status	Other Actions to be taken by the State
Administrative Approval dated: **28.03.2012** Funds Available with State: **Nil** Funds budgeted in FY14-15: **Nil**	• Completion of DeGS formation in remaining 4 districts • Completion of District Project Manager hiring in remaining 5 districts
	Communication /Reminder sent by DeitY
	• Letter sent on 27th Oct 2014 for completion of milestones and launch of services. • email sent on 14th Nov 2014 for status updates that was agreed on 13th Oct Review Meeting. • Reminder email sent on 20th Nov 2014 for status update.

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Project Status-Nagaland

Status	Actions agreed in Review Meeting on 13th Oct 2014	
	Actions	**Status**
- DeGS Formation| **Completed (11/11)** - DPM Hiring| **Completed (11/11)** - SPMU Contract| **Signed** - Apex Committee Approval| **Completed** - Release of SI RFP I **Released (June 2014) | 1 Single Bid submitted** - SI Selection | **Pending** - Roll-out of e-District services Target for FY 14 – 15 I **8 non-pilot districts.**	SI Selection - *State had received single bid; JS(eGov) suggested to abide by State's procurement rules and decide*	Technical evaluation in progress. ***Awaiting progress update on completion of this milestone.***
	10 services in 8 non-pilot districts by 31st Jan 2015.	

Financial Status	Communication /Reminder sent by DeitY
Administrative Approval dated: **06.09.2012** Funds Available with State: **Rs 4.12 Cr** Funds budgeted in FY14-15: **Rs. 2.77 Cr | Rs 2.46 Cr has been released to the State on 26.11.2014**	- Letter sent on 27th Oct 2014 for completion of milestones and launch of services. - email sent on 14th Nov 2014 for status updates that was agreed on 13th Oct Review Meeting. - Reminder email sent on 20th Nov 2014 for status update.

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Project Status-Uttarakhand

Status	Actions agreed in Review Meeting on 13th Oct 2014	
	Actions	**Status**
- DeGS Formation| **Completed (13/13)** - DPM Hiring| **In Process (11/12)** - SPMU Contract| **Signed** - Apex Committee Approval| **Completed** - Release of SI RFP I **Unbundled approach (Need to decide on Data Digitization)** - SI Selection | **NIC as ADA | H/w & Connectivity – respective DeGS | Trainings – HILTRON | Data Digitization – not yet decided** - Roll-out of eDistrict Services in FY14-15| **12 non-pilot districts**	4 eDPM hiring by 31st Oct 2014	11 out of 12 eDMs have joined. Hiring in Nainital district is pending.
	Payments to SPMU by 14th Oct 2014	**Pending**
	Release of fund- 2nd installment of ACA fund would be allocated for this FY.	IFD has asked Program Divisions to prepare re-allocation across all NeGP projects for all States / UTs.
	6 services in 12 non-pilot districts by 15th Nov 2014.	4 services in Tehri ; 10 services in Dehradun *State communicated by eMail on 20th Nov.* ***Awaiting update on launch in remaining districts.***
	10 services in 12 non-pilot districts by 15th Mar 2015.	

Financial Status	Other Actions to be taken by the State
Administrative Approval dated: **05.04.2013**	Release of RFP for Data Digitization and selection of the SI for data digitization
	Communication /Reminder sent by DeitY
Funds Available with State: **Rs 4.87 Cr** Funds budgeted in FY14-15: **Nil**	- Letter sent on 27th Oct 2014 for completion of milestones and launch of services. - email sent on 14th Nov 2014 for status updates that was agreed on 13th Oct Review Meeting.

Thank You