Department of Electronics and Information Technology
New Delhi – 110003

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<u>**Minutes of the Meeting of Western States held for Regional Capacity Building Workshop on National roll out of E-District MMP on 19th October 2012 at First Floor Room No. 1007 Electronic Niketan 6 CGO Complex New Delhi 110003.**</u>

1)   The workshop was convened on 19th October, 2012 at 9.30 AM on the First Floor, Room No. 1007, Electronics Niketan, 6 CGO Complex, New Delhi in the presence of representatives from DeitY, Government of India and State / UT eDistrict teams comprising of participants from State / UT IT departments, SDA, SeMT and SPMU. List of participants is attached at Appendix I.

2)   The focus of workshop was to discuss and understand the eDistrict MMP approach, implementation strategy and plans of States / UTs from the perspective of the following to enable completion of project in a time bound manner by aligning to the Integrated Framework for Delivery of Services under eDistrict project:
   a) Service Portfolio
   b) Technical Architecture
   c) Unbundling of the SI RFP
   d) Implementation Timelines

3)   The workshop started with a Welcome Note by Sh. Gaurav Dwivedi, Director, DeitY and was followed by introduction, key activities undertaken till date in the project, setting of objectives and expectations from the Workshop. This was followed by a presentation on Integrated Service Delivery Framework, Outcome Driven Approach, Harmonization of existing components and services, Transition Architecture and Implementation Guidelines.

4)   Sh. Rajiv Gauba, Additional Secretary (eGov), DeitY, emphasized on the time bound implementation of the project leveraging the Integrated Framework for Delivery of Services, Implementation Guidelines and the Model SI RFP. He conveyed leveraging of existing SeMT team, in case SPMU is not yet finalized, for preparation of the SI RFP and other key priority tasks. He highlighted that the services portfolio should include high volume citizen facing services and States / UTs should adhere to the timelines suggested.

5)   State-wise presentations were delivered by the following States on their approach to state-wide rollout of eDistrict:
   a) Chhattisgarh
   b) Daman & Diu
   c) Dadra & Nagar Haveli
   d) Gujarat
   e) Madhya Pradesh
   f) Maharashtra

6) The highlights of presentations from participating States / UTs mentioned above were as follows :

Sl. No.	State	No. of Service Categories	No. of Services	Software Application Strategy	Unbundling of Model SI RFP	Implementation Timelines
1	Chhattisgarh	12 (5+7)	48	State will leverage the existing CHOiCE Application for eDistrict. The Application will be STQC certified before rollout. State will give priority to services (falling under Go Live definition) already developed under CHOiCE If majority of Services will be from CHOiCE then existing Vendor may be considered else State will go for new SI.	Application will be existing or new SI; all other tasks to be done by new SI; Data Digitization may be given other vendor.	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : December 2012 Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : December 2012 SI selection : January 2013 Selection of eDistrict Project Managers in all districts: Nov – Dec 2012. Go-live of atleast 10 services : March 2013 Go-live of atleast 25 services : December 2013 Go-live of atleast 25% of districts: December 2013 Go-live of atleast 50% of districts: March 2014 Go-live of atleast 75% of districts: June 2014 Go-live of 100% of districts: September 2014
2	Daman & Diu	9 (5+4)	39	The UT Administration plans to go for ServicePlus (NIC).	System Integrator will take care of all other components except the application	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : 10-11-2012 Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : 15-12-2012 SI selection : Febuary 30-01-2012 Selection of eDistrict Managers : 30-11-2012 Go-live of atleast 10 services : 30-04-2013 Go-live of atleast 25 services : 30-07-2013 Go-live of atleast 25% of districts:

Sl. No.	State	No. of Service Categories	No. of Services	Software Application Strategy	Unbundling of Model SI RFP	Implementation Timelines
						NA
						Go-live of atleast 50% of districts: 30-06-2013
						Go-live of atleast 75% of districts: NA
						Go-live of 100% of districts: 30-09-2013
3	D&N Haveli	10(5+5)	52	Use NIC existing pilot state application or other state's legacy application.	System Integrator will take care of all other components except the application	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : 10-11-2012
						Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : 10-12-2012
						SI selection : 15-01-13
						Selection of eDistrict Managers : 30-11-12
						Go-live of atleast 10 services : 31-03-2013
						Go-live of atleast 25 services : 30-06-2013
						Go-live of 100% of districts: 15-09-2013
4	Gujarat	The State has decided to synchronize the implementation of SSDG/State Portal with the e-District Project and prepared the list of services accordingly. Covers all mandated services, but not categorized.	168	Gujarat State will develop a new application for e-District. SSDG project will also develop a workflow engine for simple workflows like issue of certificates. State may utilize this application instead of developing a fresh application. This option is still being evaluated. Gujarat will tender for selecting an agency to act as System Integrator for the project.	All Scope will be with the SI except Data Digitization where different vendor may be selected.	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : 15-11-12
						Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : 31-12-12
						SI selection : 31-03-13
						Selection of eDistrict Managers : 31-12-2012
						Go-live of atleast 10 services : 31-03-2013
						Go-live of atleast 25 services : 31-07-2013
						Go-live of atleast 100% of districts: 31-12-2013
7	Madhya Pradesh	10(5+5)	20	PSM Application Software developed by NIC will be used for state-wide rollout.	SI will be selected for some of the scope of work. NIC will be the application	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : DONE

Sl. No.	State	No. of Service Categories	No. of Services	Software Application Strategy	Unbundling of Model SI RFP	Implementation Timelines
					developer.	Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : - SI selection : 15-11-2012 Selection of eDistrict Managers : 30-11-2012 Gone live with 23 services among the 52 services of PSM in 100% districts through 94 LSKs: 25th Sep 2012 Go live with all 52 services (including RTI and Revenue Court) in 100% districts: 31st March 2013.
6	Maharashtra	9(5+4)	24	State will adopt e-District application of Pilot districts of Maharashtra for existing services with necessary modifications In case of new services, selected agency will develop necessary software in line with the overall architecture	Select SI will undertake most of the work. Site preparation, Data Digitization, Training – General Awareness is yet to be decided.	Decisions on Portfolio of services, Implementation Architecture, Bundling of component under SI RFP : 10-11-2012 Release of SI RFP and other RFPs (in case of unbundling of the scope) by States / UTs : 30-11-2012 SI selection : 31-12- 2012 Selection of eDistrict Managers : 07-01-2013 Go-live of atleast 10 services : 31-03-2013 Go-live of atleast 25 services : 30-09-2013 Go-live of atleast 25% of districts: 31-10-2013 Go-live of atleast 50% of districts: 31-12-2013 Go-live of atleast 75% of districts: 31-01-2014 Go-live of 100% of districts: 28-02-2014

7) There were discussions on the following during the State / UT wise presentations:
   a) Chhattisgarh
      i) Director (eGov), DeitY conveyed that State should decide on the application quickly. CSCs should use the CHOiCE application. He requested the State to provide transaction volumes in the past 2 – 3 months done through CHOiCE.

ii) As per the Integrated Framework, funds given can be used to upgrade the legacy application CHOiCE.

iii) On the bundling of SI Scope for site preparation, an option was suggested that this task can be given to the Collector who can get it done through PWD.

iv) State requested for change in the education qualifications for eDistrict Project Manager. It was conveyed that dilution of the qualifications will not be acceptable; however, if State wants to further strengthen the requirements it can do so at the State level.

v) DeitY emphasized that Apex Committee meeting should be convened at the earliest so as to finalize the decisions on eDistrict Project Manager qualifications, service portfolio, application development, and bundling of scope.

vi) DeitY conveyed that State should merge CHOiCE centers into CSC to reach 70% in certain districts with an approval from the State Apex Committee and these centers need to be registered on the OMT.

b) Daman & Diu

i) UT requested DeitY's approval on the proposal submitted for CSCs Scheme.

ii) UT conveyed that the UT will be deciding on the SI – NIC or new SI soon.

iii) UT conveyed that the UT is reconsidering its options for SDC.

iv) DeitY suggested the Apex Committee Meeting should be convened to decide upon the bundling of SI Scope. Also, it was suggested that the UT should decide upon the software application immediately.

c) Dadra & Nagar Haveli

i) DeitY suggested that the UT should explore other pilot state applications developed by NIC or other State's legacy application.

ii) DeitY conveyed that the SeMT team can be leveraged along with SPMU to initiate the activities related to preparation of SI RFP.

iii) On the Architecture, it was suggested that architecture should include integration with MSDG, e-Authentication, Payment Gateway, etc. as suggested in Integrated Framework.

d) Gujarat

i) DeitY suggested that the UT should explore other pilot state applications developed by NIC or other State's legacy application.

ii) The State requested guidance from DeitY on constituting a State level agency to manage and monitor all the DeGS. It was informed that this is not related to eDistrict and suggested that the State may write to DeitY separately regarding this.

iii) The State was requested to leverage the BPR and FRS documents of other States / UTs that is made available on the DeitY website (http://deity.gov.in/content/e-district).

e) Madhya Pradesh

i) The State sought clarification on whether the PSM Department can be the SDA. It was clarified that the Nodal Agency has to be a Society and not a department.

ii) DeitY suggested that for Software Training, NIC should also be responsible since they are the application development agency.

iii)   DeitY suggested that the State should identify a fee distribution mechanism between the stakeholders wherein the citizen is requesting a service from the State Portal directly (self-service mode).

iv)   DeitY communicated that the solution should integrate with MSDG, ePayment, eAuthentication, etc.

v)   DeitY emphasized that the STQC certification of the application should be fast tracked.

vi)   With regards to LSKs, DeitY suggested that these should be expanded within the State and should also be integrated with CSC scheme. In this regard, State should send a communication to DeitY.

vii)   DeitY further recommended that the services offered through LSKs should be offered through CSCs as well. The parallel viz. manual and electronic delivery of services should be phased out and deadline date should be fixed for this.

viii)   DeitY suggested that the e-transaction count should be updated in real-time.

f) Maharashtra

i)   DeitY emphasized that the STQC certification of the application should be fast tracked.

ii)   With regards to more than 70% CSCs operational in a district, DeitY suggested that the Sangram Kendras should also be integrated with CSC scheme. In this regard, State should send a communication to DeitY after taking the Apex Committee approvals.

iii)   DeitY emphasized that the services portfolio (aligning with SSDG services), architecture, bundling of scope should be finalized and approval from Apex Committee should be sought at the earliest.

iv)   With regard to Pilot Phase, it was discussed that the transaction volumes in the pilot districts are very minimal and the State needs to plan and take immediate steps towards increasing the transaction volumes.

8) During his address to the workshop participants, Dr. Rajendra Kumar, Joint Secretary (eGov), DeitY, emphasized on the following:

a) Adherence to the timelines suggested by DeitY so that the States / UTs can request for 3rd installment of funds in January 2013.

b) The SRS, FRS, etc. documentation of pilot projects have been made available on DeitY website.

c) The Pilot States should ensure to get their application STQC certified.

d) In case the States / UTs have CSC-like centers, then those can be merged with CSC Scheme with Apex Committee Approval and get them registered on OMT tool of CSC – SPV so that the criteria of more than 70% CSCs operational is met.

e) In case SPMU is not yet appointed, the States / UTs should leverage SeMT team for eDistrict.

9) The meeting ended with a vote of thanks to all Participants from DeitY.

Appendix I: Minutes of the Meeting of Northern States held for Regional Capacity Building Workshop on National roll out of E-District MMP on 19th October 2012 at First Floor Room No. 1007 Electronic Niketan 6 CGO Complex New Delhi 110003.

1) Shri. Rajiv Gauba, Additional Secretary (eGov), DeitY
2) Dr. Rajendra Kumar, Joint Secretary (eGov), DeitY
3) Shri Gaurav Dwivedi, Director, DeitY
4) Shri Pravin Chandekar, Additional Director, DeitY
5) Dr. Rajesh Narang CTO, NeGD
6) Shri Raghunath K., NPMU
7) Shri Amit Shukla, NPMU
8) Shri Biplab Das, NPMU
9) Shri Murad Butt, NPMU
10) Shri S. Rangarajan, Head SeMT, Dadra & Nagar Haveli
11) Shri Vaibhav Mehrotra, Consultant SeMT, Dadra & Nagar Haveli
12) Shri Sanjay Gaden, Head SeMT, Gujarat
13) Shri Parminder Singh, SPMU Wipro
14) Shri Ashish Jaiswal, Head SeMT, Chhattisgarh
15) Shri Nitin Chandrakar, SPMU PwC, Chhattisgarh
16) Shri Devendra Azad, SPMU Wipro
17) Shri Sudhir Kochar, US-IT GoMP, Madhya Pradesh
18) Shri Shivraj Dabi, Sr. Consultant SeMT, Madhya Pradesh
19) Smt Neha Pandit, SPMU E&Y, Madhya Pradesh
20) Shri N.Thahur, SPMU KPMG, Goa
21) Shri Subrata Roy, SPMU PwC, Maharashtra
22) Smt Nivedita Golatkar, OSD, Maharashtra