संख्या
No............. S. No. N-22015/25/2012-eGov2

दिनांक
07.03.2014

Subject: Minutes of Meeting of the eDistrict MMP National Rollout Project via Video Conferencing with the States/UTs held on 28th January 2014.

A meeting through video conferencing was held on 28th January 2014 at 11.00 AM in the PMU Conference Room, 4th Floor, Electronics Niketan, New Delhi under the chairmanship of Sh. Gaurav Dwivedi, Director (eGov), DeitY to review the project with the States / UTs were SI Selection is yet to be completed.

2.   The copy of the Minutes of the Meeting held on 28.01.2014 is enclosed herewith for your information.

3.   The minutes are issued with approval of the undersigned.

Yours sincerely,

Gaurav Dwivedi
Director, DeitY

To,
IT Secretaries of
1. Andaman & Nicobar Islands
2. Arunachal Pradesh
3. Bihar
4. D&N Haveli
5. Daman & Diu
6. Goa
7. Gujarat
8. Himachal Pradesh
9. Jammu & Kashmir
10. Jharkhand
11. Karnataka
12. Lakshadweep
13. Meghalaya
14. Nagaland
15. Odisha
16. Sikkim
17. Tripura
18. Uttarakhand

राष्ट्रीय इ-गवर्नेंस योजना
National e-Governance Plan

इलेक्ट्रॉनिक्स निकेतन
6,सी.जी.ओ. कॉम्पलेक्स
नई दिल्ली-110003

Public services closer home

ELECTRONICS NIKETAN
6, C.G.O. COMPLEX
NEW DELHI-110003

Dated: 29.01.2014

Subject: Minutes of Meeting of the eDistrict MMP National Rollout Project via Video Conferencing with the States/UTs held on 28thJanuary 2014.

1. The State-wide rollouts of the eDistrict MMP across the country are at various stages of implementation. Some States / UTs have already selected their System Integrators (SI) through tendering process or through nomination process. A meeting through video conferencing was held on 28th January 2014 at 11.00 AM in the PMU Conference Room, 4th Floor, Electronics Niketan, New Delhi under the chairmanship of Sh. Gaurav Dwivedi, Director (eGov), DeitY to review the project with the States / UTs were SI Selection is yet to be completed. The list of officials who participated in the meeting is placed at Annexure A.

2. Sh. Gaurav Dwivedi, Director (eGov) informed the current status to the States /UTs with regard to the key project milestones such as DeGS formation, DPM Hiring, SPMU Selection, Apex Committee Approvals, SI RFP, SI Selection and Roll out of eDistrict Services in the districts (presentation on current project status is placed at Annexure B). This was followed by discussions on the various aspects of the progress done. During the discussions, the following was agreed:

Sl. No	Actions	Responsibility	Completion Date	Remarks
1.	Jammu & Kashmir			
				The State was informed of the delay in achieving the key milestones in eDistrict project and that DeitY may consider withdrawing support to the eDistrict initiative in the State.
	Apex Committee Approval of Strategy.	State		DeitY has asked the State to organize the Apex committee meeting at the earliest to deliberate on the implementation strategy.
	Release of SI RFP.	State		DeitY requested the State team to review the Draft RFP submitted by SPMU. State informed that the RFP has not been released due to delay in finalizing the SWAN operator in the State.
				DeitY informed that the State may explore connectivity to horizontal office through VPN on Broadband as an interim arrangement till SWAN is operational and funding for such arrangements can be made by the State from its own sources (Refer Horizontal Connectivity Guidelines for the eDistrict MMP issued by DeitY and available on DeitY website http://www.deity.gov.in/content/e-district-guidelines-advisories).
				DeitY also requested the State team to share the draft RFP so that DeitY can check compliance of the RFP to the Model SI RFP requirements on integration components.
				DeitY informed that the RFP may be released at

Sl. No	Actions	Responsibility	Completion Date	Remarks
				the earliest with approvals from Apex Committee.
	DPM Hiring	State		State was requested to expedite the DPM Hiring.
2.	Tripura			
	DPM Hiring	State		The State team informed that during the Apex Committee held on 25th Jan 2014, State has decided to appoint DPM through NIELIT. DeitY requested to expedite the hiring & deployment of DPM.
	SI RFP	State		The State team conveyed that the Draft RFP for Site Preparation, Data Digitization, Networking & Hardware Procurement has been approved by the Apex Committee on 25th Jan 2014. DeitY informed that no formal concurrence is required from DeitY for the State to release its SI RFP. DeitY wishes to review the RFP that includes software application development to ensure compliance to Model SI RFP on integration components. Since the draft RFP does not include software development, the State can release the RFP. DeitY requested the State to send an email on the decisions taken by the Apex Committee. Further, DeitY requested the State to release the SI RFP.
	Appointment of NIC as ADA.	State		The State Apex Committee has approved appointing NIC for the software application development. The State also informed that the Draft MOU to be signed with NIC for Application Development has been approved by the Apex Committee on 25th Jan 2014. DeitY requested the State to expedite signing of MOU with NIC.
3.	Himachal Pradesh			
	DPM Hiring	State		DeitY requested the State to complete the DPM hiring at the earliest.
	SI Selection	State	15th Feb 2014	The State informed that the SI RFP has been released on the 8th Dec 2013 and bid submission is scheduled on 28th Jan. State confirmed that SI would be finalized by 15th Feb 2014.
	Roll-out of eDistrict services in 9 districts by 31st Mar 2014	State	31st Aug 2014	State informed that rollout of eDistrict (10 services in 12 districts) would take 6 months after SI Selection i.e. by Aug 2014. State informed that SSDG is operational in the State and some of the eDistrict services are already provided through SSDG. DeitY requested the State to provide the list of

Sl. No	Actions	Responsibility	Completion Date	Remarks
				services that are common to SSDG & eDistrict Services, districts in which these services are launched, and the monthly transaction volume of these services in the past 2 – 3 months.
4.	**Nagaland**			
	SI RFP	State		DeitY requested the State to re-consider its implementation strategy based on DeitY's feedback shared with the State to appoint existing SSDG SI.
	Roll-out of eDistrict services in 3 districts by 31st Mar 2014	State		State informed that 6 SSDG services are already live in 11 Districts and 4 more services would be added by Mar'14. DeitY requested the State to provide the list of services that are common to SSDG & eDistrict Services, districts in which these services are launched, and the monthly transaction volume of these services in the past 2-3 months.
5.	**Karnataka**			
	DeGS Formation	State		State informed that MoA for DeGS formation have been sent to all DCs and have requested DCs to form the DeGS at the earliest. DeitY reiterated the urgency to constitute DeGS in all districts.
	DPM Hiring	State		State informed that the hiring would be done centrally and the DPM would be deployed in districts. DeitY requested the State to get the DPMs hired at the earliest.
	SPMU Contract	State	8th Feb 2014	State informed that the contract would be signed by 1st week of Feb 2014 DeitY informed the State that SPMU has raised concerns regarding delay of more than 1 year in signing the contract by the State and the Agency had deployed its resources for past 1 year. DeitY suggested the SPMU resource deployment date should be considered for the Contract Effective Date.
	Apex Committee Approval	State		The State informed that the list of services have been finalized and is working towards convening the State Apex Committee meeting. It is expected that the Apex Committee would be convened by last week of Feb 2014. DeitY requested the State to get the meeting convened at the earliest possible date.
	SI RFP	State	8th Feb 2014	State informed that the RFP has been prepared and it would be finalized in the 1st week of Feb 2014.

SI. No	Actions	Responsibility	Completion Date	Remarks
6.	**Jharkhand**			
	SPMU Selection	State		The State informed DeitY that it does not want to continue with the present SPMU team and wants to bring local resources as SPMU. They informed that formal communication has been sent to the SPMU Agency. DeitY requested that the State should inform DeitY on the Status of SPMU at the earliest.
	DPM Hiring	State		DeitY also informed the State that an Advisory on the DPMs would be issued soon to the States to address issues related to provisioning of laptop, data card, etc.
	SI RFP State has decided to appoint NIC as ADA.	State		The State informed that it had in principle agreed to adopt the Service Plus application of NIC and would appoint NIC as the SI and would sign the MoU soon. DeitY would review the Status with State SeMT on 7th Feb 2014.
	Roll-out of eDistrict services in 4 districts by 31st Mar 2014	State	7th Feb 2014	The State informed that 23 services of eNagrik Seva would be upgraded with Service Plus Application of NIC. DeitY requested the State to send (a) a complete list of services available in Ranchi district under the eDistrict Pilot (b) list of services available in all other districts provided under eNagrik Seva (c) Integration of eNagrik Seva and eDistrict (d) Number of districts in which eDistrict services will be rolled out by 31st Mar 2014.
	Funding for Pilot Phase	DeitY		With regards to the funding for pilot phase, DeitY informed that DeitY is organizing the PRSG & then the funds will be released. DeitY informed that the ACA funds for the State will be released in the next financial year.
7.	**Odisha**			
	SI Selection	State		The State informed that the SI RFP has been released. Bid submission is scheduled for 1st Feb 2014, Technical Presentation on 5th Feb and Financial Bid Opening on 10th Feb 2014. State informed that some bidders are requesting for 2 weeks extension for bid submission. In the interest of getting more bidders, DeitY suggested that the bid submission may be extended by 1 week.

Sl. No	Actions	Responsibility	Completion Date	Remarks
	Roll-out of eDistrict services in 28 Districts by 31st Mar 2014	State		State informed that 6 services have been rolled out in all districts. GOs for 6 services have been released. DeitY emphasized that the manual processing should be stopped. DeitY raised a concern on lower transaction volumes even after rollout of 6 services in all districts. State informed that this is due to limited availability of hardware at the district level and the services are being provided through Facilitation Centres and not through CSCs. DeitY suggested to the State to provide these services through CSCs at the earliest.
	Funding for Pilot Phase	DeitY		With regards to the funding for pilot phase, DeitY informed that DeitY is organizing the PRSG & then the funds will be released.
8.	Andaman & Nicobar Islands			
	SPMU Selection	UT	14th Feb 2014	DeitY informed that SPMU Selection is pending only in the UT. UT team informed that the RFP for selecting the SPMU Agency would be released by mid-Feb 2014
	DPM Hiring	UT		UT informed that they would start the DPM hiring as a parallel activity with SPMU Selection.
	SI RFP	NIC		The UT team informed that UT has decided to appoint NIC as the Turn-key SI for eDistrict project. UT has already intimated this to NIC HQ and informed that response is awaited from NIC.
	Submission of Pending UCs	UT	14th Feb 2014	The UT further informed Deity that all UCs would be cleared by mid Feb 2014.
9.	Arunachal Pradesh			
	SI Selection	State	14th Feb 2014	The State Informed that the SI Selection would be completed in the next 15 days.
				The State has observed a discrepancy in the fund release of Rs 1.1 cr and informed that the details have been sent to DeitY. DeitY requested the State to resend the copy of the letter to resolve the issue.
10.	Uttarakhand			
	DPM Hiring	State		State informed that the hiring process would be initiated once it is approved by the Apex Committee.
	Apex Committee Approval	State		State informed that the Apex Committee Meeting was scheduled in Jan 2014 but was postponed and is now waiting for fresh date.
	SI RFP	State		State informed that NIC would be appointed for application development, Hardware procurement would be decentralized and given to DeGS. This implementation strategy is yet to be approved by Apex Committee before the State proceeds further.
	STQC Testing	State		State also informed that the 13 pilot services are

Sl. No	Actions	Responsibility	Completion Date	Remarks
				live and was exploring whether the STQC testing may be taken up along with State wide rollout. State needs to finalize and then request DeitY's guidance.
11.	**Bihar**			
	DeGS Formation	State		The State Informed reminders have been sent to DMs to expedite formation of DeGS.
	DPM Hiring	State		State conveyed that the DPM Hiring will be expedited after the Apex Committee Approval.
	Apex Committee Approval	State	8th Feb 2014	DeitY raised a concern on the delay in convening the Apex Committee. The State Apex Committee meeting will be held in the 1st week of Feb 2014.
	UC Submission	State	10th Feb 2014	State confirmed that pending UCs would be submitted to DeitY in next 10 days.
12.	**Meghalaya**			
	SI Selection	DeitY		State informed that the SI RFP has been floated and certain queries were raised by the bidders. The queries have been forwarded to DeitY for direction. DeitY informed that response would be sent soon.
	MOU Signing with NIC	State		The State conveyed that it is also waiting for the views on SLAs & penalties from DeitY on the MoU to be signed with NIC. DeitY informed the State that the revised Agreement Template has provisions for penalties recovery from NIC and also suggested to refer the revised Template for signing with NIC.
13.	**Goa**			
	SPMU Selection			Deity informed the State that the Gap Funding for SPMU has been approved by the Empowered Committee in its 6th Meeting held at Delhi.
	SI Selection			The State informed that the bid submission is scheduled on 31st Jan, Completion of Technical Evaluation by 4th Feb and Financial Bid Opening on 6th Feb 2014. The team also informed that these timelines will be extended since bidders are requesting additional time for bid submission.
14.	**Gujarat**			
	DPM Hiring			The State is putting the Digitization RFP through Empanelment for approval to the Apex Committee. The State wants to do a centralized recruitment of DPMs through NIC; the State will be signing a MoU with NIC in the next 15 days.
	SI RFP	State	15th Feb 2014 – Signing of MOU with NIC	State has decided to appoint NIC as ADA. MOU with NIC would be signed by 15th Feb 2014 State informed that their assessment is no additional hardware is required now and hence no hardware is being procured.

Sl. No	Actions	Responsibility	Completion Date	Remarks
				State has already prepared the Data Digitization RFP and vendors will be empaneled.
	DPM Hiring	State		State informed that they plan to hire DPMs after enhancement of their current ATVT application. DPM Hiring will be done centrally.
	Roll-out of eDistrict services in 33 districts by 31st Mar 2014			The State informed that ATVT is already providing services in all 33 districts. DeitY requested the State to provide the list of services that are already provided under ATVT and the number of districts in which these services are provided.
15.	Sikkim			
	SI RFP	State	8th Feb 2014 – Release of Data Digitization RFP	State Apex Committee has decided to appoint NIC as ADA. MOU discussions already initiated with NIC. State SIO-NIC is yet to submit proposal to the State. RFP for Data Digitization has been approved by Apex Committee and will be published in a week's time. RFP for Hardware Procurement is being prepared. State informed that site preparation would be done through DeGS.
	Submission of UCs	State		Deity informed the State to expedite submission the pending UCs on a priority basis.
16.	Lakshadweep			
	No UT representative present in the meeting.			
17.	Daman & Diu			
	No UT representative present in the meeting.			
18.	Dadra & Nagger Haveli			
	No UT representative present in the meeting.			

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

ANNEXURE A

List of Attendees:

1.	Sh. Gaurav Dwivedi	Director (eGov), DeitY
2.	Sh. Pravin Chandekar	Additional Director(eGov), DeitY
3.	Sh. Vishwadeep	Sr. Consultant, NeGD
4.	Sh. Raghunath Krishnagiri	NPMU Consultant
5.	Sh. Biplab Das	NPMU Consultant
6.	Sh. Murad Butt	NPMU Consultant
7.	Sh. Pravin Gupta	NPMU Consultant

State / UT eDistrict teams through Video Conference

1. Jammu & Kashmir
2. Tripura
3. Himachal
4. Nagaland
5. Karnataka
6. Jharkhand
7. Odisha
8. Andaman & Nicobar Islands
9. Arunachal Pradesh
10. Uttarakhand
11. Bihar
12. Meghalaya
13. Goa
14. Gujarat
15. Sikkim

eDistrict Project
Status Review

28 Jan 2014

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Project Status

State	Status	Action(s)
A&N	• DeGS Formation	Completed (3/3) • DPM Hiring	Not Complete • SPMU Selection	Pending • Apex Committee Approval| Not Complete • SI RFP	Not Released	UT has decided to appoint NIC as ADA.	• Expedite SPMU Selection. • Initiate DPM Hiring. • Convene Apex Committee Meeting and finalize implementation strategy. • Expedite MOU Signing with NIC and release of SI RFP.
Arunachal Pradesh	• DeGS Formation	Completed (16/16) • DPM Hiring	In process (Interviews conducted) • SPMU Contract	Signed • Apex Committee Approval| Completed • SI RFP	Released (PQ evaluation of bids received completed & technical bid evaluation in progress • SI Selection	Pending	• Expedite technical evaluation of bids and Selection of SI. • Expedite appointment of DPMs
Bihar	• DeGS Formation	Completed (22/38) • DPM Hiring	Not Complete • SPMU Contract	Signed • Apex Committee Approval	Not Completed • SI RFP	Not Released	• Initiate DPM Hiring. • Convene Apex Committee Meeting at the earliest. • Expedite SI RFP finalization and release of SI RFP.

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Project Status

State	Status	Action(s)
Daman & Diu	• DeGS Formation | In Progress (1/2) • DPM Hiring | Not Complete • SPMU Contract | Signed • Apex Committee Approval | Completed • SI RFP | Released • SI Selection | Pending • Roll-out of eDistrict services by 31ˢᵗ Mar 2014 - **1 districts** | Not Completed	• Expedite DeGS formation and DPM hiring. • Expedite Bid process for SI selection.
Dadra & Nagar Haveli	• DeGS Formation | In Progress (0/1) • DPM Hiring | Not Complete • SPMU Contract | Signed • Apex Committee Approval | Completed • SI RFP | Released • SI Selection | Pending • Roll-out of eDistrict services by 31ˢᵗ Mar 2014 – **1 districts** | Not Completed	• Expedite DeGS formation and DPM hiring. • Expedite Bid process for SI selection.
Gujarat	• DeGS Formation | Completed (26/26) • DPM Hiring | Not Complete • SPMU Contract | Signed • Apex Committee Approval | Completed • SI RFP | Not Released | State has decided to appoint NIC as ADA. • Roll-out of eDistrict services by 31ˢᵗ Mar 2014 - **33 districts** | Not Completed	• Expedite DPM hiring. • Finalize and release the SI RFP for H/W and other components. • Expedite MOU Signing with NIC. • Provide definitive plan for rollout of eDistrict services in the State

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Project Status

State	Status	Action(s)
Goa	• DeGS Formation | Completed (2/2) • DPM Hiring | Completed (2/2) • SPMU Contract | Signed • Apex Committee Approval| Completed • SI RFP | Released • SI Selection | Pending • Roll-out of eDistrict services by 31st Mar 2014 - **2 districts** | Not Completed	• Expedite Bid process for SI selection.
Himachal Pradesh	• DeGS Formation | Completed (12/12) • DPM Hiring | In process • SPMU Contract | Signed • Apex Committee Approval| In principal approval complete • SI RFP | Released • SI Selection | Pending • Roll-out of eDistrict services by 31st Mar 2014 - **9 districts** | Not Completed	• Expedite Bid process for SI selection. • Provide definitive plan for rollout of eDistrict services in the State.
Jammu and Kashmir	• DeGS Formation | Complete (22/22) • DPM Hiring | Not Complete • SPMU Contract | Signed • Apex Committee Approval| Not Complete • SI RFP | Not Released • SI Selection | Pending • Roll-out of eDistrict services by 31st Mar 2014 - **4 districts** | Not Completed	• Convene Apex Committee Meeting and finalize implementation strategy. • Expedite DPM hiring. • Expedite SI RFP finalization and release of SI RFP.

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Project Status

State	Status	Action(s)
Jharkhand	• DeGS Formation | Completed (24/24) • DPM Hiring | In Progress (17/23) • SPMU Contract | Signed • Apex Committee Approval| Completed • SI RFP | Not Released |State has decided to appoint NIC as ADA. • Roll-out of eDistrict services by 31st Mar 2014 – **4 districts | Not Completed**	• Expedite DPM hiring. • Finalize and release the SI RFP for H/W and other components. • Expedite MOU Signing with NIC. • Provide definitive plan for rollout of eDistrict services in the State
Karnataka	• DeGS Formation | Pending (0/30) | MoA for constitution of DeGS sent to all Deputy Commissioners on 17th Jan 2014. • DPM Hiring | Pending • SPMU Contract | Not Signed (10+ months) • Apex Committee Approval| Not Complete • SI RFP | Not Released	• Expedite SPMU Contract Signing. • Initiate DPM Hiring and DeGS formation • Convene Apex Committee Meeting and finalize implementation strategy. • Finalize and release the SI RFP.
Lakshadweep	• DeGS Formation | Pending (00/01) • DPM Hiring | Not Complete • SPMU Contract | Not Signed • Apex Committee Approval| Not Complete • SI RFP | Not Released	• Finalize DPM hiring and expedite DeGS formation. • Expedite SPMU Contract Signing. • Expedite preparation and release of SI RFP

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Project Status

State	Status	Action(s)
Meghalaya	• DeGS Formation | Completed (7/7) • DPM Hiring | Completed • SPMU Contract | Signed • Apex Committee Approval| Complete • SI RFP | Released | State has decided to appoint NIC as ADA. • Roll-out of eDistrict services by 31st Mar 2014 – **11 districts** | Not Completed	• Expedite Bid process for SI selection. • Expedite MOU Signing with NIC
Nagaland	• DeGS Formation | Completed (11/11) • DPM Hiring | Complete • SPMU Contract | Signed • Apex Committee Approval| Complete • SI RFP | Not Released • Roll-out of eDistrict services by 31st Mar 2014 - **3 districts** | Not Completed	• Finalize SI selection approach.
Odisha	• DeGS Formation |Completed (30/30) • DPM Hiring | Completed • SPMU Contract | Signed • Apex Committee Approval| Completed • SI RFP | Released • Pilot STQC Certification | Completed • Roll-out of eDistrict services by 31st Mar 2014 - **28 districts** | Completed	• Expedite Bid process for SI selection.

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Project Status

State	Status	Action(s)
Sikkim	• DeGS Formation | Completed • DPM Hiring | Completed • SPMU Contract | Signed • Apex Committee Approval| Completed • SI RFP | Not Released | State has decided to appoint NIC as ADA.	• Expedite MOU Signing with NIC. • Finalize and release SI RFP for other components.
Tripura	• DeGS Formation | Completed • DPM Hiring | Not Completed • SPMU Contract | Signed • Apex Committee Approval| Completed • SI RFP | Not Released| State has decided to appoint NIC as ADA.	• Expedite DPM hiring. • Expedite MOU Signing with NIC. • Finalize and release SI RFP for other components.
Uttarakhand	• DeGS Formation | Complete (13/13) • DPM Hiring | Not Complete • SPMU Contract | Completed • Apex Committee Approval| Not Complete • SI RFP | Not Released| State has decided to appoint NIC as ADA. • Pilot STQC Certification | Not Completed • Roll-out of eDistrict services by 31st Mar 2014 - 3 districts | Not Completed	• Expedite DPM hiring. • Convene Apex Committee Meeting and finalize implementation strategy. • Expedite preparation and release of SI RFP.

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Thank you