

GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL
DISPUR:: GUWAHATI-6

NOTIFICATION

No. AAP.466/2015/Pt-II/6

Dated Dispur the 8th August 2017

In partial modification of this Department's earlier Notification No. AAP.466/2015/55 dated the 6th October 2016 and in the tune of new guidelines of the Web Development Cell, Government of Assam, the e-Prastuti (Standardization of Websites) **Project Steering Committee** for the Personnel Department is hereby re-constituted with the following members:-

- | | |
|---|--|
| 1. Shri K.K. Dwivedi, IAS
Commissioner and Secretary to the Govt. Of Assam
Personnel Department | Chairman, Responsible Officer |
| 2. Shri A. Chakravarty, IAS
Secretary to the Govt. Of Assam
Personnel Department | Member, Additional Responsible
Officer |
| 3. Shri T.Ch. Sarma, IAS
Secretary to the Govt. Of Assam
Personnel Department | Member, Additional Responsible
Officer |
| 4. Shri Udayan Hazarika, IAS
Additional Secretary to the Govt. Of Assam
Personnel Department | Member and Web Information Manager |
| 5. Shri Debajyoti Dutta, ACS
Joint Secretary to the Govt. Of Assam
Personnel Department | Member and Web Information Manager |
| 6. Smti T.P. Borgohain, ACS
Joint Secretary to the Govt. Of Assam
Personnel Department | Member Secretary |
| 7. Shri Ikramul Hussain, ACS
Joint Secretary to the Govt. Of Assam
Personnel Department | Member and Web Information Manager |
| 8. Other Members | Director of Training
Assam Administrative Staff College
Khanapara, Guwahati-781022 |
| 9. Smti Hiranmoyee Goswami,
Technical Director, NIC | Smti Hiranmoyee Goswami,
Technical Director, NIC Member,
Representative of National Informatics
Centre, Assam

Smti Anuradha Barua
Scientist "C", NIC, Assam
(Representative of Web Development
Cell, Government of Assam) |

The Key tasks and responsibilities of the Project Steering Committee are:

1. Provide Project oversight, direction and guidance as needed
2. Develop Sustainability Plan
3. Budget allocation and approvals
4. Finalize the Website structure of the Administrative Reforms and Training Department and ensure its integration with the subsites of the organizations
5. Content Readiness of the Administrative Reforms and Training Department

7. Ensure compliance of the Website to the Standardization Framework Guidelines
8. Ensure the Development, security audit and deployment through the Government empanelled agencies
9. Identify Site Administrator/ Content Manager/Master Trainers in the Department and its associated organizations and notify (Note : These roles can be performed by one or many depending on the size of the Unit)
10. Promote a Participative Strategy in the implementation such that the responsibility and ownership is shared across the organization
11. Regular review of project deliverables & enforcement for smooth and smooth and time bound implementation

Role of NIC Representative:

1. NIC official will extend technical guidance to the department as and when required
2. NIC official will also be the coordinating point department technical committee for any website related areas

This has the approval of the Commissioner & Secretary to the Government of Assam, Personnel Department.


(K.K. Dwivedi, IAS)

Commissioner and Secretary to the Govt. Of Assam
Personnel Department

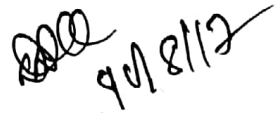
Memo. No. AAP.466/2015/Pt-II/6 -A

Dated Dispur the 8th August 2017

Copy to :

1. All Officers, Administrative Reforms and Training Department, Dispur, Guwahati-6 for kind information
2. The Head, Web Development Cell, National Informatics Centre, Dispur, Guwahati-6
3. Smti Hiranmoyee Goswami, Technical Director, NIC, Guwahati
4. Smti Anuradha Barua, Scientist "C", NIC, Guwahati
5. P.S. to the Commissioner and Secretary to the Govt. of Assam, Administrative Reforms and Training Department, Dispur, Guwahati-6 for kind information to the Commissioner and Secretary.
6. State Informatics Centre, NIC, Assam, Guwahati
7. Assam Online Portal, Personnel Department.

By order etc.,


Joint Secretary to the Govt. of Assam
Personnel Department