



IT Prism
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Government of Haryana/ हरियाणा सरकार

Secretariat for Information Technology
सूचना प्रौद्योगिकी सचिवालय

From

Chief Secretary to Govt. Haryana
Chandigarh.

To

All Administrative Secretaries
The all Heads of Departments,
Chief Executives of Boards,
Corporations, Agencies and Authorities
of the Haryana State.

Memo No.: 2/15/1692

Dated: 27.01.2006

Subject : - Common observations regarding implementation of IT Plans in 14th meeting of IT Prism.

This has reference to the IT Prism meeting held on 17.01.2006. All the departments should adhere to the following common observations made in the meeting of IT Prism while implementing their IT Plans or otherwise:

1. All the Departments, Boards, Corporations whose IT Plans have already been approved by IT Prism are requested to submit the progress report of implementation of their IT Plan to E & IT Department by 15.02.2006. The progress report should show the status upto 31.12.2005 at least.
2. IT plans of the organizations should be implemented comprehensively by developing the requisite applications and with the purpose of rendering services to the citizens. These plans should not merely involve buying of computers.
3. As the IT Plans are expected to be implemented in phases and the development of applications and software might take sometime, the procurement of computers and other hardware should also be done in phases so that the expenditure upfront is minimized and optimally utilized. The departments are advised to procure the hardware gradually as the applications in their departments grow.

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4. The existing job work manpower in the departments should constitute a part of the manpower contemplated in the IT plan. Therefore the job work manpower approved in various IT Prism meetings would not be over and above the existing manpower.
5. With the engagement of these computer professionals, the departments should be in a position to surrender equivalent existing posts.
6. All the departments shall make available downloadable forms and procedures to get the benefits of schemes on the web portal by 31.3.2006. They will also make provision for acceptance of these downloadable forms along with application fee, if any.
7. All Administrative Secretaries shall send a list of services to be provided under e-Disha to the DEIT by 31.1.2006.
8. As regards the finalization of departmental roadmaps under NeGP all the departments should submit their comments/suggestions to DIT by 26.1.2006.
9. All the departments, who have been covered in the ten mission mode projects by the Govt. of India should prepare detailed project reports for IT applications for delivery of services to the citizens.
10. All the departments should nominate one officer for updating the contents hosted on the website by them.
11. Contents on the website should be regularly updated and the last date of updation should be invariably displayed.
12. All the departments must publicize the information required under Right of Information Act on the website.

Director & Special Secretary to Govt. Haryana
Electronics & Information Technology Department
For Chief Secretary to Govt. Haryana
Chandigarh.

HARYANA GOVERNMENT
SECRETARIAT FOR INFORMATION TECHNOLOGY

Notification

The 19th July, 2005

No. 2/17/2000/2SIT.—In partial modification to the Government notification No. 49/32/2000/11B(1), dated 12th May, 2000, the Governor of Haryana is pleased to reconstitute State Level Steering Committee-IT PRISM (P=Planning, R=Re-engineering, I=Implementation, S=Steering and M=Monitoring) to oversee computerization and application of Information Technology under the Chairmanship of Chief Secretary to Government, Haryana.

The Committee shall comprise the following :

1. Chief Secretary, Haryana	Chairman
2. Principal Secretary to Chief Minister	Member
3. Secretary, Finance	Member
4. Secretary, Planning	Member
5. Secretary, Administrative Reforms	Member
6. Special Secretary, Personal	Member
7. Secretary, Electronics and IT	Member
8. Director General, NIC or his nominee	Member
9. Managing Director, HARTRON	Member
10. Special Secretary/Joint Secretary/EIT	Member Secretary/Convener
11. Three experts in IT to be nominated by the State Government	Expert
12. Any other Secretary/HOD's to whom specific agenda applies	Spl. Invitee.

The role and functions are as under :—

- To oversee computerization and application of Information Technology in the State. This includes finalization of Business models, outsourcing and related activities of IT Projects funded by State/ Central Government.
- To set the priorities of sectors to be taken-up for computerization.
- To review the progress of implementation of IT Action Plan of various Government Departments, Boards and Corporations.
- To approve budget and sanction posts and expenditure for IT Projects.
- To devise the ways and means for the promotion of IT Education in Haryana.
- This Committee will also act as high level Committee for providing Policy directions and oversee State e-Governance Programme under NeGP and SWAN.

The approval of this committee shall be deemed to be final and no further reference to AD/FD will be required as per amendment in the Rule of Business of Government of Haryana 1977 issued *vide* Notification No. 10/13-2 cabinet 2000 dated 25th September, 2000.

The Headquarter of the Committee shall be at Chandigarh.

The Committee will meet at least once in a quarter or as and when required.

TA/DA by the members shall be drawn from their respective departments.

Non-official members shall be entitled to draw such remuneration and travelling and other allowances as may be specified by the Steering Committee.

Chandigarh :

The 19th July, 2005

P. K. CHAUDHERY,
Financial Commissioner and Principal Secretary to
Government Haryana, Electronics and
Information Technology Department.

39582-C.S.—H.G.P. Chd.



ANNEXURE-I

HARYANA GOVERNMENT/ हरियाणा सरकार

SECRETARIAT FOR INFORMATION TECHNOLOGY

सूचना प्रौद्योगिकी सचिवालय

From

Commissioner & Secretary to Govt. Haryana,
Information Technology Department.

To

All Administrative Secretaries,
Heads of Departments,
Chief Executive Officers / Managing Directors / Chief Administrators
of Boards / Corporations / Agencies / Authorities, Govt. of Haryana.

Memo No.KC-1/33/2000/1SIT/ //31

Dated, Chandigarh the 6th / 8th November, 2001.**Subject: Policy for engagement of Computer Professionals on job-work basis.**

Sir,

I am directed to address you on the subject cited above and to inform you that in the 4th Meeting of State Level IT Steering Committee - IT PRISM - held on 17th September, 2001, under the Chairmanship of Chief Secretary to Government Haryana, the policy for assigning **computer works** on job-work basis has been approved, which is as follows: -

1. HARTRON Informatics Limited (H.I.L.), a wholly owned subsidiary of Haryana State Electronics Development Corporation Limited, has been nominated as an Agency to provide computer manpower to various Departments / Boards / Corporations / Agencies / Authorities.
2. The service charge of H.I.L. will not be more than 20% of the hiring fee of the manpower so engaged on job-work basis.
3. The job-work assignment initially shall be for a period in multiples of months and not exceeding six months. This may be extended further for a period in multiples of months and not exceeding six months on successful completion of the previous assignment.
4. H.I.L. will provide the requisite computer manpower to the indenter within reasonable time, failing which Secretariat for Information Technology, on a request from the indenter, shall be competent to

5. The indentor shall have to make full advance payment to H.I.L., which shall make monthly payments to the hired individual after receiving a monthly satisfactory report from the indentor on his / her performance.
6. After the approval of IT Prism for the engagement of computer manpower on job-work basis, no further clearance from the Finance Department would be necessary.
7. Any existing computer manpower engaged on contractual basis shall be converted into job work basis under this policy from the date of next renewal of contract.
8. Security deposit @ 2% of the monthly payments shall be retained by H.I.L., which shall be paid to the hired individual after successful completion of his / her assignment, failing which the same shall be forfeited.

H.I.L. shall maintain a panel of different categories of computer manpower and the requirements of the indents received by it shall be met out of the panel. The details of different categories of computer manpower and the fees / charges payable to H.I.L. can be had from H.I.L. directly.


(N.K. Jain)

Joint Advisor,

For Commissioner & Secretary to Govt. Haryana,
Electronics & Information Technology Department.

Endst No. KC-1/33/2000/1SIT/1132 Dated, Chandigarh the 6th November, 2001.

✓ A copy is forwarded to M.D., Hartron Informatics Limited for information and necessary action in the matter.


(N.K. Jain)

Joint Advisor,

For Commissioner & Secretary to Govt. Haryana,
Electronics & Information Technology Department.