

**GOVERNMENT OF ASSAM**  
**ADMINISTRATIVE REFORMS AND TRAINING DEPARTMENT**  
**DISPUR: GUWAHATI 6**



**ORDERS BY THE GOVERNOR**

**NOTIFICATION**

Dated Dispur the 18<sup>th</sup> December, 2004

**No. AR.53/2004/9:** In the interest of public service, the Governor of Assam is pleased to constitute an **E-Governance Mission** for development of an integrated e-governance approach covering all the State Government departments with the following members:

- |   |                  |
|---|------------------|
| 1. Additional Chief Secretary, IT Department            | Chairman         |
| 2. Principal Secretary, P & D Department                | Member           |
| 3. Commissioner & Secretary, GAD                        | Member           |
| 4. Commissioner & Secretary, Finance Department         | Member           |
| 5. Commissioner & Secretary, Personnel Department       | Member           |
| 6. Commissioner & Secretary, A.R. & Training Department | Member Secretary |
| 7. Commissioner & Secretary, SAD                        | Member           |
| 8. Director, O & M                                      | Member           |
| 9. Director, IT   | Member           |
| 10. Managing Director, AMTRON                           | Member           |
| 11. S.I.O. NIC Assam State Unit                         | Member           |

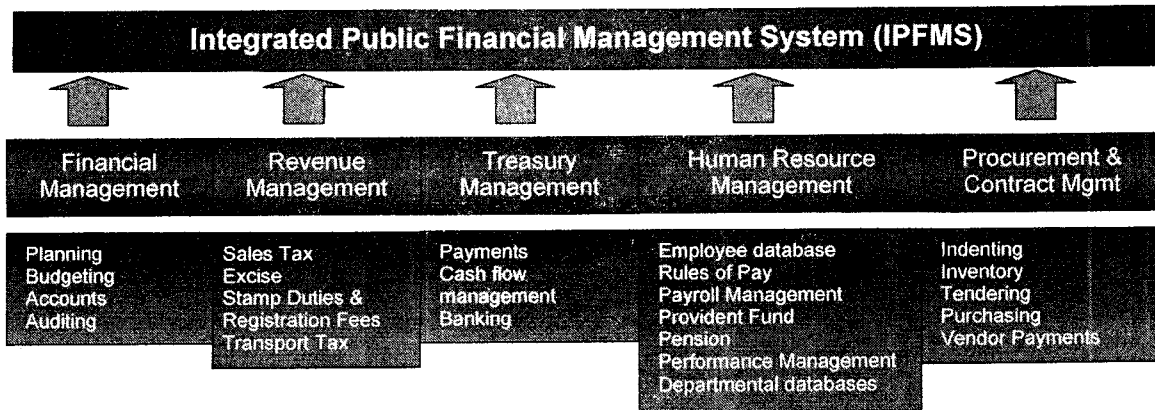
The vision, mission, specific functions and coordination with other agencies / departments of the **E-Governance Mission** would be as under:

**(i)The Vision:**

The E-Governance Mission will serve as a vehicle of conceptualizing, designing and implementation of **all** e-governance / computerization initiatives in **all** departments of Government of Assam.

**(ii)The Mission:**

One of the Mission's key objectives would be to implement an Integrated Public Financial Management System (**IPFMS**) across all departments of State Government. This IPFMS would provide a robust information generating and sharing platform to State Government for functions which are common to all departments.



**(iii) Specific Functions:**

To addition to the general functions laid down in it' mission statement; the mission shall also perform the following specific functions, viz.

	Framing the State Government's E-Governance policy in consultation with all key stakeholders
	Defining respective roles of different IT organizations like Amtron, DoIT, NIC etc. with regards to E-Governance Initiatives
	Specifying evaluation criterion for selection and prioritization of E-Governance initiatives
	Selection, positioning and mission orientation of academic, technical and administrative functionaries and prepare & enforce a citizen's charter in the mission
	Evaluation and approval of e-governance initiatives implementation plans at state district and block level, including Urban Local Bodies and development authorities as well.
	Identifying and mobilizing funds and other resources for E-Gov / computerization projects from different internal and external sources like Government of India, North Easter Council, international funding agencies etc.
	Convergence of all computerization projects to ensure optimal utilization of funds for computerization from different sources
	Facilitating data collection and compilation of baseline data required for creating master databases in all departments.
	Laying down common standards and protocols for interoperability to ensure full compatibility across different applications.
	Ensure that the IT architecture components are extensible and scalable to adapt to the changing environments.

	Disseminating 'best practice' case studies to promote greater experience sharing and learning across different departments and functions.
	Providing full technical, managerial and administrative support for implementation of IPFMS across all departments.
	To act as Project Managers on behalf of Government of Assam to ensure that IPFMS vendor(s) complete their assignment in time, as per the agreed cost and to the level of quality as defined and agreed by Government of Assam.
	To take decisions to resolve all technical and administrative issues arising during IPFMS implementation.
	Providing full technical, managerial and administrative support for implementation of employee database across all departments.
	Ensuring transparency in all E-governance initiatives with democratic participation of all stakeholders.

**iv) Co-ordination with other agencies:**

This mission would be central agency for coordinating the E-governance initiatives of agencies / departments like Department of IT/ Amtron / NIC / ART/ AARC / GAD / all other State Government departments / Directorates / offices etc. and then providing a common interface with all other functional and line departments of State Government for all computerization initiatives. The EGM shall also actively work with all the five cells of the Fiscal Management Unit and AARC which have been set up by State Government for carrying forward the reform agenda.

This Notification supersedes all the previous Committees constituted by the State Government in this regard.

sd/-  
(S. K. Khare)  
Commissioner & Secretary  
A.R. & Training Department

**Memo No. AR.53/2004/9-A**

**Dated Dispur the 18<sup>th</sup> December, 2004**

Copy forwarded to:

1. Shri Jatin Hazarika, IAS (Retd.), Chairman, Assam Administrative Reforms Commission. Dispur, Guwahati 6
2. All Members of Administrative Reforms Commission.
3. Additional Chief Secretary to the Government of Assam, IT Department, Dispur
4. Commissioner & Secretary to the Government of Assam, P & D Department

5. Commissioner & Secretary to the Government of Assam, Finance Department
6. Commissioner & Secretary to the Government of Assam, Personnel Department
7. Commissioner & Secretary to the Government of Assam, A.R. & Training Department
8. Commissioner & Secretary to the Government of Assam, SAD
9. All Commissioner & Secretaries/Secretaries to the Government of Assam, Dispur
10. Director, IT
11. Managing Director, AMTRON, Industrial Estate, Bamunimaidan, Guwahati 21
12. S.I.O. NIC Assam State Unit, Dispur
13. All Secretariat Departments
14. All Divisional Commissioners
15. All Heads of Departments, *Director, Panchayat & Rural Dev. Ghy.*
16. All Deputy Commissioners/All Sub Divisional Officers
17. PPS to Hon'ble Chief Minister, Assam, Dispur
18. PS to Hon'ble Minister, Assam, Dispur (All)
19. Staff Officer to Chief Secretary, Assam Dispur
20. The Superintendent, Assam Government Press, Bamunimaidan, Guwahati 21, for publication of this Notification in the next issue of Assam Gazette.

By order etc.

*17/12/04*  
Joint Secretary to the Government of Assam  
A.R. & Training Department, Dispur