



IT प्रिस्म

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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 include the status upto 31.12.2005 at least.
2. IT plans of the organizations should be implemented comprehensively, developing the requisite applications and with the purpose of rendering desirable 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.

Ahastagi

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