

GOVERNMENT OF ASSAM
E-GOVERNANCE UNIT, FINANCE DEPARTMENT

Office Order

Dated Dispur the 24th July, 2020

No FEB(eGU).23/2015/Pt(II)/27:- In partial modification of the Office Order No FEB(eGU).23/2015/Pt(II)/23 dated 27th September, 2018, the e-Prastuti Project Steering Committee (PSC) for Finance Department is hereby reconstituted with following members.

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|---|------------------------------------|
| 1. Shri Samir Sinha, IAS, Principal Secretary to the Govt of Assam, Finance Department | Chairman and Responsible Officer |
| 2. Shri Shyam Jagannathan, IAS, Commissioner & Secretary to the Govt of Assam, Finance Department & Project Director, AS-CFMS | Member Secretary |
| 3. Commissioner of Taxes, Assam | Member |
| 4. Registrar, Firms & Societies, Assam | Member |
| 5. Director, Accounts & Treasuries, Assam | Member |
| 8. Director, Audit(Local Fund), Assam | Member |
| 9. Director, Small Savings, Assam | Member |
| 10. Director, Financial Inspections, Assam | Member |
| 11. Dr. Uday Praveen, IAS, Deputy Secretary to the Govt of Assam, Finance Department & Additional Project Director, ASPIRe | Member and Web Information Manager |
| 12. Smt. Hiranmayee Goswami, Technical Director, NIC | Member(Representative of NIC) |
| 13. Smt. Anuradha Barua, Scientist C, NIC | Member(Representative of WDC) |

The key tasks and responsibilities of PSC will be as follows:

1. Provide Project oversight, direction and guidance as needed
2. Develop Sustainability Plan
3. Budget allocation and approvals
4. Finalize the Web site structure of the Main Administrative Department and ensure its integration with the websites of its constituent organizations
5. Content Readiness of the Main Administrative Department
6. Implement the Standardization of Website in the defined time frame
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 the 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. Establish the Content Managers Responsibility Matrix
11. Promote a Participative strategy in the implementation such that the responsibility and ownership of the Website is shared across the organization
12. Regular review of the Website

This modification will apply with immediate effect.

Sd/-

Principal Secretary to the Govt of Assam,
Finance Department

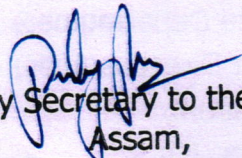
Memo No: No FEB(eGU).23/2015/Pt(II)/27-A
2020

Dated Dispur the 24th July,

Copy to:

1. The Commissioner & Secretary to the Govt of Assam, Secretariat Administration Department for kind information
2. Smt. Suchitra Pyarelal, State Informatics Officer, NIC for kind information
3. Persons concerned.

By Orders etc.


Deputy Secretary to the Govt of
Assam,
Finance Department