

**GOVERNMENT OF ASSAM
TRANSFORMATION AND DEVELOPMENT DEPARTMENT**

PDP. 54/2018/18

Dated, Dispur, 15th November, 2018

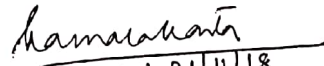
OFFICE ORDER

In modification of the office order No PDS .58/2016/109 dated 23rd April, 2018 the Project Steering Committee for e.Prasuti (Standardization of Website) of the Transformation and Development Department is reconstituted with the following officers of the Department and NIC Assam. This has the approval of the Additional Chief Secretary to the Government of Assam, Transformation and Development Department.

Sl No	Name & Designation	Role of Project Steering Committee.
01	Addl. Chief Secretary to the Govt. of Assam, T & D Deptt.	Chairman & Responsible Officer
02	Principal Secretary to the Govt. of Assam, T & D Deptt.	Vice Chairman
03	Secretary to the Govt. of Assam, T&D Deptt.	Member & Addl. Responsible Officer.
04	Joint Secretary to the Govt. of Assam, T&D Deptt	Member
05	Director(PC), T&D Deptt	Member
06	Director (DCP), T&D Deptt	Member
07	Director (E&M), T&D Deptt	Member
08	Addl Director i/C (PP, NEC & PPP Divn.)	Member
09	Sri Bibekananda Bora, SRO, DES, T&D Deptt	Member
10	OSD,SITA	Member
11	Smti Kabita Barkakati, Tech. Director, NIC.	Member

The key tasks and responsibilities of the Project Steering Committee will be:

- To provide project supervision, direction and guidelines as needed.
- Develop sustainability plan.
- Budget allocation and approval.
 - Finalize the website structure of the main administrative Department and ensure its integration with sub sites of the organisation.
 - Content readiness of the main administrative Department.
 - Implementation of website Standardisation in defined time frame.
 - Ensure compliance of the website to the Standardisation framework guideline.
 - Ensure development of security audit and deployment through Government empanelled agencies.
- Identify site administrator, content manager, and master trainer in the Department and associated organisation and to notify.


(K.K Nath) 21/11/18

**Secretary to the Government of Assam
Transformation and Development Department**

Memo No 54/2018/18 -A

Dated, Dispur, 15th November, 2018

1. PS to the Addl. Chief Secretary to the Government of Assam. Transformation and Development Department. Dispur for kind information of the Addl. Chief Secretary
2. PS to the Principal Secretary to the Government of Assam Transformation and Development Department. Dispur for kind information of the Principal Secretary.
3. PA to the Secretary to the Government of Assam Transformation and Development Department. Dispur for kind information of the Secretary.
4. SIO. NIC and Head of web Development cell, Government of Assam.
5. Joint Secretary to the Government of Assam Transformation and Development Department for information and necessary action.
6. All Director/ Additional Directors under Transformation and Development Department, Dispur for information and necessary action.
7. All Content Managers/Master Trainers/ Website Administrator, Transformation and Development Department.


Director (PC)

Transformation and Development Department