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Minutes of Meeting of the 2nd State Empowered Committee of Mission Mode Project on Agriculture under NeGP- A held in conference room of Revenue & Disaster Management Department, Dispur on 4th November, 2011 at 10.30 a.m.

The meeting of the State Empowered Committee of Mission Mode Project on Agriculture under NeGP-A was held in the Conference Room of Revenue & Disaster Management Department, Dispur on 4th November, 2011 under the chairmanship of Shri V.K. Pipersenia, IAS, Principal Secretary, Revenue & Disaster Management Department, Assam.

The officers from all concerned department, viz, Agriculture & Horticulture, AH & Veterinary, Fishery, Irrigation, Soil Conservation,, NI and SeMt attended the meeting.

At the outset the Chairman welcomed the participants and reviewed the progress made so far under the programme. He then asked the Director of Agriculture & State Nodal Officer to elaborate the action taken on the decisions taken in the last State Empowered Committee Meeting held on 4th September, 2011.

The Chairman enquired about the progress of preparation of Software Requirement Specification (SRS) from the Scientist from NIC present in the meeting. Responding to the query, the Technical Director, NIC informed the house that requirement for preparation of SRS is being done and SRS will be prepared after finalization of requirement.

Director of Agriculture & State Nodal Officer Dr. K. Borkakati explained to the house about the action taken on various activities taken up NeGP-A.

- a. **Preparation of Organisational Chart/Organogram:** Preparation of Organisational Charts /Organograms of all the concerned departments has been completed.
- b. **Communication plan :** Communication plan has been prepared. However, due to transfer of officers of Agriculture Department the communication plan is required to be revised. The revised plan is being prepared.
- c. **IT Hardware inventory, requiremet etc. :** IT Hardware Inventory & requirement has been prepared and finalized at SNO level.
- d. **Identification of Services & Prioritization :** The exercise of identification of Services, Prioritisation, Process Map & Process Reengineering of Cluster No. 1,2,3,5,7,8,9,10 and 12 has been completed. A 2-day workshop on Identification of Services, Service Mapping, Service Prioritization & Reengineering was held at the Directorate of Agriculture, Assam on 19th & 20th October, 2011 where officers from all concerned departments and scientists from AAU and NIC participated.

The Presentation on various service cluster given by NIC and feedback on the same submitted to the NIC.

- e. **Site selection :** Selection of sites at district level completed in all the districts. Out of 219 Blocks selection of sites in 118 Blocks completed.
- f. **Information for Farmers Portal:** Information for Farmers Portal submitted to GOI by e-mail on 2nd, 3rd & 5th February,, 2011.
- g. **Utilisation of already released grant :** Out of already released grant of Rs.100.00 lakh, 25.26 lakh utilized so far Govt. had been moved for sanction of 10% State Share (Rs.10.00 lakh).
- h. **Comments on RFP :** The RFP has been received from NIC on 31st October, 2011. The comments will be sent after thorough examination of RFP.

Detail discussion on various activities taken up under the programme was held and all the participants took active part in the discussion. Based on detailed discussion, the meeting adopted the following decisions for necessary follow up action by all concerned departments.

- (a) A consultant for the e-governance plan is to be hired as per norms of Gol. The representative from SeMT informed that they are willing to provide the consultancy as and when asked for by the departments.
- (b) Every department needs to have its own e-governance plan. Portal is to be developed for successful implementation of the e-governance plan.
- (c) Hardware (Laptop) and net working (wireless) facilities to be provided down to level of Village Level Extension Worker. Proposal in this regard will be submitted to Government immediately.
- (d) Each department will prepare the list of services and prioritize the services as per need of the farming community.
- (e) Director of Agriculture will prepare a weather forecast plan for inclusion in the e-governance plan.

The meeting ended with vote of thanks from the chair.

Sd/-(V.K. Pipersenia)

Chairman, State Empowered Committee &
Agriculture Production Commissioner, Assam

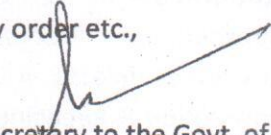
Dispur, Guwahati-6.

Dated Dispur, the 22nd December, 2011,

ABR
Memo No. 1340/2011/37-A
Copy to:-

1. All the State Empowered Committee Members.
2. All the HODs/Corporations/Agencies under the Departments covered under the MMPA.
3. All the Deputy Commissioners (DNAIT Member Secretaries).
4. All the District Agricultural Officers (DNAIT Member Secretaries).
5. The SIO, NIC Assam is requested to open a webpage/Bulletin page on the MMPA, NeGP- A for posting all the minutes for common usage before the next SEC meeting.
6. The Joint Secretary (IT) Government of India, Department of Agriculture & Co-operation, Ministry of Agriculture, New Delhi.

By order etc.,


Deputy Secretary to the Govt. of Assam
Agriculture Department, Dispur, Ghy-6.

For
Director, Agriculture, Assam, Khanapara,
Guwahati.